

COLLEGE OF DIETITIANS OF BRITISH COLUMBIA

MINUTES

ANNUAL GENERAL MEETING for the 2010/2011 Year

Friday, June 10, 2011

3:00 to 3:40pm

**Boardroom C-509, Langara College
100 West 49th Avenue, Vancouver, BC**

Attendees: See attached list.

1. Call to Order and Remarks of the Chair

Heather Martin, elected Director and Chair of the Board, called the 7th Annual General Meeting (AGM) of the College of Dietitians of BC (CDBC) to order at 3:00pm by welcoming all attendees. Attendees were asked to ensure they had signed the attendance record and that they had received a copy of the 2010/2011 Annual Report at the door.

The Chair reviewed the purpose and proceeding for Annual General Meetings and noted that this year's AGM covered the April 1, 2010 to March 31, 2011 fiscal year. Heather noted that the AGM had been moved to the spring this year from the usual fall date so that fiscal year end news was still current.

As the required quorum of twenty registrants was more than met, the meeting proceeded.

1.1 Introductions

The Chair introduced all current Board members as well as past Board members in attendance and the three CDBC staff members.

1.2 Agreement on Agenda

The Chair reviewed the agenda and noted that the meeting was conducted in accordance to the CDBC bylaws and Robert's Rules of Order. It was noted that resolutions do not need to be seconded. The agenda was adopted as presented by consensus.

2. Approval of October 15, 2010 Minutes

**BE IT RESOLVED THAT the Minutes of the October 15, 2010 CDBC Annual General Meeting are accepted as circulated.
Carried.**

3. Annual Reports

3.1 Board of Directors and Registrar

Heather Martin, Chair, highlighted actions that took place during the year to meet each of the Board of Directors' Strategic Priorities:

1. Amend regulatory framework to meet legislated requirements and the College's emerging needs.
2. Develop collaborative processes that support registration.

3. Enhance access to dietetic care through inter-professional agreements.
4. Broaden CDBC's profile, mandate and processes through strategic marketing/communications.
5. Recruit emerging professional leaders to the Board and committees.

Fern Hubbard, Registrar, commented on the changing demographics and numbers of registrants and the number of international applicants. In addition to carrying out activities to meet the Board's Strategic Priorities, Fern noted a few administrative highlights of the last year including:

- The two-phase office relocation, June and November 2010, to Suite 409, 1367 West Broadway.
- Liaison sessions with approximately 290 (27%) of registrant to clarify proposed amendments to the Dietitians Regulation and CDBC bylaws.
- Through the Alliance of Canadian Dietetic Regulatory Bodies, liaised with the Director of the Commission on Dietetic Registration in the US regarding a Canada/US registration reciprocity agreement.
- Worked with webmaster and Mélanie Journoud on website updates and redesign.
- Wrote proposal on "Competency-Based Assessment for Internationally Educated Practitioners" that was accepted for presentation by the Council on Licensure, Enforcement and Regulation (CLEAR); facilitated the September 2010 session presented by Mélanie Journoud and two Registered Nurse staff members from of the College of Registered Nurses of BC and College of Alberta Registered Nurses.
- Worked with Mélanie Journoud and Claymore's Skilsure team to develop and implement the online Continuing Competence Program (CCP) Module.

3.2 Registration Committee

Heather Martin, elected Board Director, Chair of the Board, and Committee Chair, introduced Committee members who were present, highlighted items from the three meetings held during the year and answered questions.

3.3 Quality Assurance Committee

Adrian Kershaw, appointed Board Director and Committee member, introduced Committee members who were present, including past-Chair Jackie Parsons, and reported on highlights from the three QA Committee meetings held during the year.

3.4 Inquiry Committee

Heather Martin, Chair of the Board, reported for Buncy Pagely, appointed Board Director and Committee Vice-Chair. Heather introduced Committee members who were present and noted that no meetings were held during the last year as there were no active complaints.

3.5 Discipline Committee

Heather Martin, Chair of the Board, reported that the Discipline Committee has not yet been activated and that members would be appointed and trained when needed to conduct hearings in accordance with the *Health Professions Act*.

***BE IT RESOLVED THAT the 2010/11 Annual Reports are accepted as circulated.
Carried.***

4. Auditor's Report: March 31, 2011 Audited Financial Statements

Heather Martin reviewed the audited Financial Statements for the year ending March 31, 2011.

BE IT RESOLVED THAT the 2010/2011 Audited Financial Statements are accepted as circulated.

Carried.

5. New Business

5.1 Questions and Answers

The Chair of the Board and Registrar asked for questions from attendees. When none were received, the Registrar asked for feedback on items in the Monthly Update and ways it could be approved. Attendees were thanked for their input.

6. Announcements

Heather Martin noted that the 2010/2011 Annual Report would be e-mailed to all registrants and public representatives and to the Ministry of Health as required in the Health Professions Act.

Fern Hubbard announced that after a short break, Catharine Herb-Kelly, QC, College's legal counsel, would present on "The Rising Tides of Health Professional Regulation". Topics include implications of the Health Professions Review Board, new advanced directives being enacted this fall relating to Adult Guardianship and consent to health care, and an update on *Freedom of Information Protection of Privacy* legislation (FOIPOP) and the *Personal Information Protection Act* (PIPA). The Education Session was being recorded and would be posted on the website.

Heather Martin announced that observers were welcome to attend the reconvened Board meeting from 6:30 to approximately 8:30pm, at the Granville Island Hotel.

The Chair thanked attendees for participating in the Annual General Meeting.

7. Adjournment

A resolution to adjourn was accepted by consensus and the meeting adjourned at 3:40pm.

List of Attendees:

Registrants

Joan Arnold
Lowell Brown
Anna Bozac
Eileen Cabrera
Theresa Cividin
Terry Cummings
Marlyn Davis
Valli Fraser
Tina Hartnell
Frances Johnson

Ramona Josephson
Peter Lam
Debby Leach
Sharon Lee-Mitchell
Jocelyn Macdonald
Marg McKenzie
Dina Pileberg
Mary Pilipenko
Judy Wong
Kristen Yarker

Board of Directors (elected and appointed members)

Maria Dedegikas: elected Vancouver Coastal
Laurie Donnelly: elected Fraser region
Cassandra Hamilton: elected Interior/North
Adrian Kershaw: appointed member
Heather Martin: elected Vancouver Coastal

Monica McAuley: elected Vancouver Island
Buncy Pagely: appointed member
Jackie Parsons: elected Interior/North
Diana Stephenson: appointed member

Staff:

Fern Hubbard, Registrar
Mélanie Journoud, Deputy Registrar

Marilyn Elliott, Executive Assistant