

COLLEGE OF DIETITIANS OF BRITISH COLUMBIA

MINUTES 2013-2014 ANNUAL GENERAL MEETING

Thursday, June 5, 2014

2:05 to 3:05pm

Holiday Inn Vancouver Centre, 711 West Broadway, Vancouver, BC

Attendees: See attached List of Attendees.

1. Call to Order and Remarks of the Chair

Fern Hubbard, Registrar, introduced Diana Stephenson, Chair of the Board and appointed public representative. Diana Stephenson called the 10th Annual General Meeting (AGM) of the College of Dietitians of BC (CDBC) to order at 2:05pm by welcoming all webcast and in-person attendees. Diana reviewed the purpose and proceedings for the AGM as outlined in Health Professions Act and the CDBC bylaws and noted that this year's AGM covered the April 1, 2013 to March 31, 2014 fiscal year.

In-person attendees were reminded to sign the attendance record and to ensure they had a hard-copy of the meeting package which included the 2013/2014 AGM agenda and Annual Report and the 2012/2013 AGM Minutes. Registrants attending by webcast had received the meeting package electronically.

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

1.1. Introductions

Diana Stephenson introduced the 2013/14 Board members, new Board members and CDBC staff members.

1.2. Agreement on Agenda

Registrants resolved to accept the agenda for the 2013-2014 Annual General Meeting by consensus.

2. Approval of June 6, 2013 Minutes

Registrants resolved to accept the Minutes of the June 6, 2013 CDBC Annual General Meeting by consensus.

3. Annual Reports

3.1. A year in Review

3.1.1. Chair, Board of Directors, and Registrar's Message

Diana Stephenson, Chair, Board of Directors, reviewed the College's main activities for 2013/14, thanked outgoing Board members Maria Dedegikas, RD, Vancouver Coastal, and Adrian Kershaw, appointed public representative; welcomed new Directors Jan Greenwood, RD, Vancouver Coastal, and Jonas

Melan, appointed public representative; and noted the reelection of Cassandra Hamilton, RD, from the Interior/North electoral region. Diana reported on the Board's composition, role, function and legislative framework and outlined the following initiatives and accomplishments from the past year that helped meet the Board's Strategic goals:

- Successful launch of the Jurisprudence Examination for Dietitians (JED);
- Completion of two key projects funded with grants from the Ministry of Jobs, Tourism and Skills Training:
 - The College, in collaboration with UBC and Langara College investigated the feasibility of a bridge program for internationally educated dietitians, and former Canadian dietitians who would like to return to practice after an absence.
 - The College integrated the new nationally accepted Integrated Competencies for Dietetic Education and Practice into the CDBC's on line assessment tool for internationally educated dietitians and returning to practice applicants.
- Sound fiscal management: recent fee increase was only the 2nd in the College's history;
- Commitment to building relationships: through the Registrar's on-going provincial, national and international liaison and communications;
- Continuous learning and improvement of the Board of Directors: through Board self-evaluation and education/skill development sessions at each meeting; and
- Navigating change and building for the future: through development of a new Strategic Plan to set the College's direction for the 2014 to 2017 period, on-going liaison with the Ministry of Health to consider amendments to our Dietitians Regulation and College bylaws, and the election and appointment of Directors for the coming year.

Diana restated the College's commitment to its public protection mandate, reflected on the challenges and opportunities ahead and expressed the College's desire to increase and improve communications with registrants through comments, questions and suggestions for increased engagement.

3.2. Committees

3.2.1. Registration Committee

Diana Stephenson highlighted key activities of the Committee in 2013/14 for Frances Johnson, Chair, including monitoring of the two registration projects funded by the Ministry of Jobs, Tourism and Skills Training; revision and implementation of the revised Competency Self-Assessment Process and development of a new policy on Good Character (Rc-11).

3.2.2. Quality Assurance Committee

Diana Stephenson highlighted the key activities of the Committee in 2013/14 for Anita Marriott, Chair, including: implementation of the Jurisprudence Guide and Examination; finalization of draft learning objectives for knowledge and skills required for certified practice of Fiberoptic Endoscopic Evaluation of Swallow and approval of revisions to the Continuing Competence Program.

3.2.3. Inquiry and Discipline Committees

Diana Stephenson highlighted the key activities of the Inquiry Committee in 2013/14 for Tina Hartnell, Chair, including the work done on two cases. Diana noted that Discipline Committee members will be appointed and trained prior to a discipline hearing.

3.3. Audited Financial Statements, March 31, 2014

Fern Hubbard reviewed the Audited Financial Statements for the year ending March 31, 2014 and answered questions.

BE IT RESOLVED THAT the 2013/2014 Audited Financial Statements are accepted as circulated.

Carried.

3.4. Approval of 2013/14 Annual Reports

BE IT RESOLVED THAT the 2013/14 Annual Reports are accepted as circulated.
Carried.

4. Questions and Answers

The Chair of the Board and Registrar answered questions from attendees.

5. Announcement

Diana Stephenson made two announcements as well as thanked attendees for participating in the Annual General Meeting. Diana announced that once the AGM is adjourned that there were two AGM education sessions on practice-based topics. Following the education sessions, the event would directly move into the College's 10-Year Anniversary Celebration.

6. Adjournment

A resolution to adjourn was accepted by consensus and the meeting adjourned at 3:05pm.

Minutes were approved at the May 28, 2015 Annual General Meeting.

List of Attendees

Registrants: (In-person: 30)

Andrea Ottem	Erin Harrison	Laura Cullen	Sophie Koolen
Belynda Penzer	Jan Chan	Maria Dedegikas	Susan LeGresley
Beverly Blair	Jiak Chin Koh	Monica Molag	Tamar Kafka
Carol Kline	Joan Arnold	Nicole Fetterly	Theresa Cividin
Darlene Ravensdale	Joanne Jasienczyk	Peter Lam	Tina Hartnell
Denise Koehn	Jocelyn Macdonald	Sharon Lee Mitchell	
Diane Underhill	Julie Lau	Sian-Hoe Cheong	
Eileen Cabrera	Kathleen Beggs	Sonya Kupka	

Guests (In-person: 4)

Jane Thornthwaite, MLA	Adrian Kershaw	Beverly Grice	Tina Rader
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Registrants: (Webcast: 39)

Adrienne Grange	Eileen Carolan	Jessica Carter	Mariam Okwengu
Alisa Senecal	Eleah Stringer	Jessica Lane	Mary Pilipenko
Anita Marriott	Eleeta Armit	Jessica Mackie	Nadia Guirguis
Anne Holtzman	Ellie Daggert	Jessica Robertson	Nicole Warner
Anne Wheeler	Erica Kang	Jill Worboys	Penny Lobdell
Brenda Daudlin	Evelyn Cornelissen	Julie Aviani	Sandra Turnbull
Bronwyn Coyne	Heather Tant	Kimberley Black	Shannon Burgert
Colleen Ellens	Heidi Powell	Lauren Bock	Sue Ann Fletcher
Courtenay Hopson	Jackie Parsons*	Linda Boyd	Tracy Lister
Donna Wunderlich	Jennifer Myles-Ingersoll	Margaret Corcoran	

Guests (Webcast: 3)

Jodi Donaldson	Sheila MacKenzie	Sonja Hartz
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Board of Directors (6)

Diana Stephenson, Chair
Casey Hamilton, Vice-chair
Jan Greenwood, Vancouver Coastal
Monica Liefhebber, Vancouver Island
Heather Lovelace, Vancouver Coastal
Jackie Parsons, Interior (*by webcast)
Delara Saran, Fraser

Staff (5)

Fern Hubbard, Registrar
Mélanie Journoud, Deputy Registrar
Jeannie Poon, Practice Advisor
Billie Jane Hermosura, Quality Assurance Coordinator
Marilyn Elliott, Executive Assistant