

COLLEGE OF DIETITIANS OF BRITISH COLUMBIA

MINUTES

2014-2015 ANNUAL GENERAL MEETING

Thursday, May 28, 2015

3:00pm to 3:55pm

College of Dietitians of BC, 409 – 1367 West Broadway, Vancouver, BC

Attendees: See attached List of Attendees.

1. Call to Order and Remarks of the Chair

Heather Lovelace, Vice – Chair introduced herself and called the 11th Annual General Meeting (AGM) of the College of Dietitians of BC (CDBC) to order at 3:00 pm by welcoming all webcast and on-site attendees. Heather relayed regrets from Diana Stephenson, Board Chair, and Larry Yore, public representative, who were unable to attend, and reviewed the purpose and proceedings for AGMs as outlined in *Health Professions Act* and the CDBC bylaws. Heather noted that this year's AGM covered the April 1, 2014 to March 31, 2015 fiscal year.

In-person attendees were reminded to sign the attendance record and to ensure they had a copy of the meeting package which included the 2014/2015 Agenda, the 2013/2014 AGM Minutes and the 2014/15 Annual Report. Webcast registrants were reminded they had received links to the same documents via email.

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

1.1. Introductions

Heather Lovelace introduced the 2014/15 Board Directors, new Directors, CDBC staff members and special guests Sonya Kupka, Regional Executive Director, Dietitians of Canada, and Lorrie Cramb, Provincial Dietitian, Ministry of Health.

1.2. Agreement on Agenda

Heather Lovelace asked all attendees for any changes to the 2014-15 agenda. No changes were requested.

Registrants resolved to accept the agenda for the 201-2014 Annual General Meeting by consensus.

2. Approval of June 5, 2014 Minutes

Registrants resolved to accept the Minutes of the June 5, 2014 CDBC Annual General Meeting by consensus.

Carried.

3. Annual Reports

3.1. Board of Directors and Committee Reports

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

Heather Lovelace, Vice Chair, Board of Directors, thanked 2014/15 Directors for their work last year, congratulated reelected Directors, welcomed new Directors who served during the 2014/15 year and recognized Registered Dietitians who supported the College throughout the year.

Heather reported on the Board's composition, role and function and reviewed the College's initiatives and accomplishments for 2014/15:

- Kick-started the 2014-15 year with a memorable 10 year anniversary celebration;
- Developed a new 3 year strategic plan for 2014-2017 which included new Vision, Mission and Value statements; advanced planning for future budgets and project funding; and building relationships with key stakeholders including the Ministry of Jobs, Tourism and Skills Training to discuss needed funding for a bridge program for internationally educated dietitians; and the Ministry of Health regarding much needed amendments to the CDBC bylaws;
- Completed the first year of the Jurisprudence Examination for Dietitians;
- Strong financial management; and
- Good communications with stakeholders and enhanced relationships provincially, nationally and internationally.

3.1.2. Committees

3.1.2.1. Registration Committee

Heather Lovelace thanked Frances Johnson for Chairing the Committee and highlighted key activities of the Committee in 2014/15, including:

- Implementation of the revised Competency Self-Assessment process which has incorporated the new Integrated Competencies for Dietetic Education and Practice;
- Development and revision of the Proof of Competence: Restricted Activity Approval; and
- Updating the CDBC's list of Approved Courses for Restricted Activities

3.1.2.2. Quality Assurance Committee

Heather Lovelace recognized Anita Marriott as Chair of the Committee last year and highlighted key activities during 2014/15, including:

- Successful completion of the new Jurisprudence Examination for Dietitians;
- Development of a new Consent to Nutrition Care policy and Decision Pathway;
- Overseeing website updates; and
- Development of policy and practice guidelines for additional tube feeding practices.

3.1.2.3. Inquiry and Discipline Committees

Heather Lovelace thanked Tina Hartnell for her role as Committee Chair last year and addressed one complaint that is still in progress regarding the ethical conduct and professional competence of a registrant.

Heather also noted that the College has not had any discipline hearings to date and, if and when it does, a Discipline Committee will be struck, trained and a Chair appointed by the Board.

3.2. Audited Financial Statements, March 31, 2015

Fern Hubbard, Registrar, reviewed the audited Financial Statements for the year ending March 31, 2015 and answered questions.

***Registrants resolved to accept the 2014/2015 Audited Financial Statements as circulated.
Carried.***

3.3. Approval of 2014/15 Annual Report

***Registrants resolved to accept the 2014-2015 Annual Report as circulated.
Carried***

4. Questions and Answers

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

These included:

- Request: for the CDBC Monthly Updates to be circulated by a specific date each month. This will allow recipients to know when to expect circulation and follow up if Monthly Updates have not been received.
- Request: for the College to alert registrants, in advance, of any changes or new interpretations of CDBC bylaws that may have impact on practice.
- Question: What kind of bylaw amendments is the College pursuing?
- Question: What is a typical case where non-practicing registration status would apply?
- Question: At last year's AGM the Registered Holistic Nutritionists™ and their trademarks were mentioned – has there been any work in this area?

5. Announcement

Heather announced that following adjournment of the AGM was an Education Session titled “Apples to Oranges – How to Stand Up and Stand Out from the Competition” presented by Georgia Tsoromocos, Director of Client Services, Lucent Strategies Inc. Heather thanked on-site and webcast attendees for participating in the Annual General Meeting.

6. Adjournment

A resolution to adjourn was accepted by consensus and the meeting adjourned at 3:55pm.

Minutes were approved at the June 2, 2016 Annual General Meeting.

List of Attendees

In-person (17):

Blair, Beverly – Registrant
Bodenhamer, Sandra – Registrant
Cabrera, Eileen - Registrant
Cividin, Theresa – Registrant
Cramb, Lorrie – Registrant
Dedegikas, Maria – Registrant
Hasiuk, Jennifer – Registrant
Greenwood, Jan – Registrant
Kupka, Sonya – Registrant

Kurrein, Melanie – Registrant
Lau, Julie – Registrant
MacDonald, Jocelyn – Registrant
McKellar, Lisa – Registrant
Mihalynuk, Tanis – Registrant
Tsoromocos, Georgia – Presenter
Yarker, Kristen – Registrant
Yu, Amy – Registrant

Webcast (18):

April, Judy – Registrant
Armit, Eleeta – Registrant
Broughton, Margaret – Registrant
Chow, Joyce – Registrant
Dunham, Rebecca – Registrant
Hague, Jennica – Registrant
Hammel, Linda – Registrant
LeBlanc, Melissa – Registrant
Mackie, Jessica – Registrant

Marriott, Anita – Registrant
Okwengu, Mariam – Registrant
Parsons, Jacqueline – Registrant
Pilepenko, Mary – Registrant
Ravensdale, Darlene – Registrant
Schnetzler, Joyce - Registrant
Shahvarani Renouf, Dani – Registrant
Worboys, Jill – Registrant
Yandel, Margaret – Registrant

20215/16 Board of Directors (6):

Lovelace, Heather – Vice Chair, Vancouver Coastal
Coupar, John – Public Representative
Hamilton, Cassandra – Interior
Karsanji, Meena – Vancouver Coastal

Liefhebber, Monica – Vancouver Island
Polgar, Miranda – North
Saran, Delara – Fraser

Regrets (2):

Stephenson, Diana – Chair, Public Representative

Yore, Larry – Public Representative

Staff (4):

Hubbard, Fern – Registrar
Elliott, Marilyn – Executive Assistant

Journoud, Mélanie – Deputy Registrar – Quality Assurance
Cejalvo, Chi – Deputy Registrar – Registration & Communications