



College of Veterinarians of British Columbia

COUNCIL MEETING
Video Conference
Friday, December 18, 2020

Minutes of the Open Meeting

Council Members: Dr. Josh Waddington (President), Dr. Doris Leung (Vice President), Mr. Chris Finding (Treasurer), Ms. Lori Charvat (10:58a.m.), Mr. Gian Sihota, Dr. Michele Martin and Mr. Gary Kobayashi

Regrets: Dr. Jane Mancell

Staff: Dr. Jane Pritchard (Interim Registrar), Dr. Stacey Thomas (Deputy Registrar) and Ms. Rosalee Magcalas (Executive Assistant)

1. CALL TO ORDER

The meeting was called to order by Dr. Waddington at 10:09 a.m.

2. ROUTINE PRELIMINARY BUSINESS

2.1. Approval of the Open Agenda

MOTION: THAT the Open Agenda be approved with the power to add.

MOVED/SECONDED CARRIED

2.2. Discussion of Consent Agenda

MOTION: THAT the Open Consent Agenda be approved with items 2.3, 3.4, 3.8, 4.1, 4.2, 4.3, 4.4 and 4.5.

MOVED/SECONDED CARRIED

2.3. Minutes of the October 23, 2020 Open Meeting

Accepted and not discussed as per the Consent Agenda.

MOTION: THAT the Minutes of the October 23, 2020 Open Council meeting be approved as per the Consent Agenda

MOVED/SECONDED CARRIED

Direction: For the office to publish the approved October 23, 2020 minutes to the website.

3. ITEMS REQUIRING COUNCIL ACTION/DECISION/DISCUSSION

3.1 Recommendation for Council Training

In Dr. Pritchard's discussions with Watson Inc., it came out that they offer board training courses developed with input from Harry Cayton. It is a strong recommendation that Council partake in governance training every year, which usually is included as a training component on the day of the Annual General Meeting, but not for the 2020 AGM. This course with Watson Inc. is offered virtually and is an introductory course covering principals of governance, which could provide further direction to Council in completing the strategic plan. The Interim Registrar has not sought out other similar courses but at a cost of \$7,000 it would accommodate 15 participants and could include all of Council as well as Committee chairs.

Although the course itself is 2-hours, this is held after quite a few hours of preparation work by both Watson and the participants and is very focused. Watson would review the CVBC bylaws, conduct surveys of participants and look over our mandate.

Council feels that any education in this area is beneficial but would like to hold off until the strategic plan is in place and until a permanent Registrar is hired and has had some time to acclimate to the position.

Council feels that although this course with Watson would be useful due to Harry Cayton's input, it seems expensive and Vantage also offers courses in governance training. Mr. Sihota attended an educational session in 2019 for nonprofit organizations which was held by the government, which he found to be extremely informative and beneficial. Although this course was not offered in 2020, it is hoped that it will return in 2021 and be offered to all governing bodies in BC. The Interim Registrar recommends that we use the one developed with the assistance of Harry Cayton rather than one just for a not-for-profit governance model. All options should be researched prior to a final decision on training is made.

Should questions arise regarding Council training in 2020, it could be said that COVID was a prohibitive factor as well as the Council requiring additional time to develop the strategic plan.

MOTION: TO table this motion until a Council meeting in the Spring of 2021.

MOVED/SECONDED **CARRIED**

Direction: For the office to bring this topic back at its April 2021 meeting.

3.2 Approval of Revised Euthanasia Guidelines

Although the Euthanasia Guidelines were approved by Council at its December 18 meeting for distribution to registrants and posting on the CVBC website, it was discovered that the version voted on did not include the input from the SBCV. Council discussed that they had read the corrected section H and required no further changes.

MOTION: TO approve the revised Euthanasia Guidelines as presented and publish on the website for the profession.

MOVED/SECONDED **CARRIED**

Direction: For the office to post this change to its website.

3.3 Personal Use Accounts

The PUA working group met this past week, and the language is becoming clearer and simpler as the work progresses. There are still issues with the wording surrounding controlled substances and the personal use of them, which the Interim Registrar is working on closely with the General Manager of AVP, Garth Graham.

Dr. Pritchard is very pleased with the direction this process is heading in and the speed at which it is going. The working group is confident that they will have a couple of drafts prepared shortly, which will then go to the registrants for their input, at which time there might be strong pushback leading to many questions being asked and a slowdown in the process as these queries are addressed.

As Council is updated on the progress every meeting, they feel that they do not need to review these drafts prior to them being put out to the registrants.

Direction: That the Interim Registrar continue to provide the Council with regular updates as to the progress the PUA working group is making with the development of a policy.

Council member Mr. Sihota would like to respectfully acknowledge that we work and live on the traditional ancestral and unceded lands of the Coast Salish, Squamish, Sechelt, Musqueam and Tslei-Waututh nations and we acknowledge all other first nations in British Columbia.

Direction: To include a territorial acknowledgement at the beginning of every Council meeting going forward.

3.4 AAVSB – Topics to Discuss

Accepted and not discussed as per the Consent Agenda.

3.5 Terms of Reference for Committee Members Nominating Committee

The Council has been engaged in ongoing discussions regarding a Sub-Committee that would oversee applications and nominations for Committee members to help ensure that we are building strength, diversity and balance on Committees. It is important to have a Terms of Reference for this Committee and the Interim Registrar has drafted one for Council's discussion.

Originally, Council was considering appointing 3 current Council members, to mirror the Nominations Committee for elections to Council. Dr. Pritchard is offering up one other possible option of having the immediate past Council President serve as chair, in addition to two currently serving members from the Investigation and Discipline Committees (not necessarily the Committee chairs). The rationale for inclusion of IC and DC members, rather than those of other committees is that there are no Council members appointed to those committees (in keeping with good governance models) so there is less familiarity with the strengths, weaknesses and needs of those two committees.

This Committee would be considered an ad hoc committee and brought together when needed and disbanded once their work is complete. The members of both IC and DC will need to be contacted to see if this is something they would be willing to participate in, prior to seeking volunteers.

Direction: To amend the Terms of Reference to reflect Council’s preference of the 2nd option and bring back to the next Council meeting after IC and DC have had a chance to look over the redrafted terms of reference.

3.6 After Hours Care & Transfer of Care Policies – Update

The last time Council discussed this proposed draft Policy, the Deputy Registrar had provided a written questionnaire and Council suggested making it into a survey-type questionnaire that could be circulated and completed electronically to specialty and emergency referral registrants.

The initial plan was to send to this survey to the facility’s Designated Registrants but in further discussion, it was thought to be better received (and completed) if sent out to all of the veterinarians at these facilities, to allow for diverse perspectives and although there may be different answers to the same question within a facility, this would give the office a sense of the reality at these facilities and not just what is put on paper as their policies.

Direction: For the office to start surveying emergent and specialty practices in the new year, towards the end of January.

3.7 Provisional Supervised Active (PSA) Registration Category

This topic has been circling around between the Registration Committee and Council for a few months now and is getting quite exciting as questions that were raised are now being answered. The Registration Committee sent the bylaw revision and Policy out for a legal review with a new resource for the CVBC, lawyer Andrew Gay and he provided his analysis in a timely manner with much thought put in. He ensured that the CVBC would be covered when the bylaw revision and Policy is put out to registrants for a vote by keeping the wording consistent and offering suggestions on changes as well as looking at the unintended consequences in what has been developed and posing questions for the office and the Registration Committee to consider.

The Registration Committee, at its next meeting should be able to finalize what the draft bylaw will look like and the Interim Registrar has been developing the supporting documentation for this addition to the registration class. At Mr. Gay’s advice, the bylaws are being crafted so to place the responsibility for following the terms and conditions of this form of registration primarily on the PSA registrants, as trying to also place responsibility on the supervising registrants will complicate the situation and may cause difficulty in holding either party accountable. The Registration Committee will be required to approve the supervising registrant, but supervision may be delegated to other full registrants at the practice.

In the current draft, there is no restriction on how many PSA’s a supervisor may oversee. The Council expressed concern that a supervisor’s effectiveness could be compromised by having too many PSA at a facility. The level of supervision is “direct” – the supervisor does not need to be physically shadowing the PSA, just to be present in the facility and available to assist/respond if needed. Council asked whether other provinces have limits on how many supervisees a registrant may be responsible for – Ontario does not; nor does Alberta, though they indicated it might be a good idea. Options discussed by Council included setting a firm upper limit, versus leaving it to the discretion of the Registration Committee during their supervisor approval process – if this were the preferred option, there should be a clearly

defined “decision tree” for the Committee to follow, to prevent any appearance of bias. Alternatively, a minimum ratio of full registrant supervisors (delegate supervisors) to PSA’s for any given shift at a facility would be a possible solution

Also of concern is ensuring transparency and informed consent when a PSA is involved. A client should be informed at the time an appointment is scheduled if that appointment will be with a PSA, rather than only finding out when they arrive in the exam room. The PSA must also always be represented as a provisional veterinarian working under supervision.

Public Council members were asked for their perspective and they expressed concern about PSA veterinarians working without the supervisor standing alongside. This demonstrates the importance of adequately identifying the PSA to ensure proper informed consent and also for explaining the nature of that status. PSAs are graduates of recognized veterinary colleges; the reason why they are not yet full registrants of the CVBC is because they have not yet completed all required parts of the qualifying exams required by the National Examining Board.

Part of the goal in broadening the bylaws to accommodate this new category is to help alleviate the strain on the veterinary profession in the face of increasing demand for services but a deficit of licensed veterinarians. This would not be accomplished if a supervisor were required to stand alongside the PSA for all exams and procedures. It would also likely greatly reduce the number of registrants willing to take on the role of supervisor for a PSA. As this is such an important matter, further discussion is required both amongst Council members and Registration Committee members to ensure that this is done correctly. The Interim Registrar advised Council that this matter is currently with the Registration Committee and she is just keeping Council apprised of its progression.

Direction: For the office to bring the discussion from the next Registration meeting back to Council at its February meeting.

3.8 NEB October 2020 Meeting

Accepted and not discussed as per the Consent Agenda.

3.9 Reimbursement of Council Members

Council members were asked to track the extra work they were performing on Sub-Committees and as Executives. These numbers were not collated yet, but Dr. Waddington in his role as President reports he consistently puts in an extra 3 hours per week, while Dr. Martin, Dr. Leung, Ms. Charvat and Mr. Sihota tracked anywhere between 7 and 15 extra hours of work since the last meeting. The Treasurer reported that he has not been putting in as many additional hours currently, but during the year end and audit time of year, extra hours are certainly spent on accounting matters.

At this point, Council as well as the College is trying to see how much added time is being put in and whether it should be considered part of the volunteer process or whether it should be compensated for. Council acknowledges that BC is one of the better compensated jurisdictions and if the payment for extra time spent on College business is given to Council, would it be extended to Committees (in particular, Committee Panels) as well though their hourly rate was increased from \$40 to \$60 per hour a short time ago.

Ms. Charvat feels that preparation time is included in the honorarium, with the exception of IC who have a huge amount to prepare for so they should be compensated more but feels that Council should not be paid more for preparing for meetings.

Council feels that the President should be additionally compensated for the amount of extra work required that is over and above the regular work of Council.

At this point, Dr. Waddington recused himself.

The Council continued to discuss if the President were to be compensated for additional work, this would attract newer registrants to step up into the role of President in the future.

MOTION: TO compensate the Council President due to the extra amount of work that is put in, at a rate of \$7,500 per year, paid quarterly.

MOVED/SECONDED

CARRIED 1 abstention

Mr. Kobayashi questioned when this payment would be effective, and the office also needs clarification and direction for when it should start. It was decided to compensate the current President back to March 6, 2020.

MOTION: TO amend the previously passed Motion to reflect the payment be retroactive to March 6, 2020 for Dr. Josh Waddington in his role as Council President.

MOVED/SECONDED

CARRIED 1 abstention

Direction: To advise the CVBC's accounting department to provide this retroactive payment to Dr. Waddington and to pay in quarterly installments going forward.

Dr. Waddington rejoined the meeting.

Actual time on Zoom meetings, will be paid automatically as long as it is recorded on the CVBC's meeting calendar. Further discussions will have to occur as to what Sub-Committees should be compensated, such as the Strategic Planning Committee, the PUA working group, Strategic Planning Mission and Vision Committee, Registrar Recruitment Committee?

Direction: Bring back to the February meeting for further discussion. Put together a list around which compensation should be paid, why people would meet to do Council business.

Broke for lunch 12:33 back at 1:09

3.10 Posting List of Persons with Animal Ownership Restrictions

The Interim Registrar is bringing this matter to Council to see if there is support for posting a list of people with animal ownership restrictions against them on the CVBC's website.

Currently the ABVMA posts a list and Dr. Pritchard contacted the BCSPCA and they are in support of such a list being generated by them and posted on our website. Council is not super anxious to post this, although there is an understanding of why it is important, but if posted, the Council would want it restricted to be viewed by our registrants only and do not want this accessible to the public.

Council was concerned with the 'policing' that would be placed on a veterinarian who was asked to treat an animal from a person on this list. Would it be that veterinarian's responsibility to detain the person, take their animal away or refuse treatment, but Dr. Pritchard advised that the veterinarians in Alberta are instructed to do nothing, just treat the animal and advise the SPCA that the person is in possession of the pet.

With many questions still to be answered, the Interim Registrar will contact the BCSPCA to see what such a list would include but did inform Council that it would only list convicted persons, not those that have been charged or accused. She will also reach out to the ABVMA regarding their *Act* as the Deputy Registrar is concerned that this will breach the *Privacy Act* by having veterinarians release information on a patient and an owner to the BCSPCA.

The office would have to be extremely careful in how this is messaged to the registrants and will be seeking a legal opinion on the matter.

Direction: For the Interim Registrar to reach out to the BCSPCA regarding what will be contained on the list as well as reaching out to the ABVMA to see how they handle the potential breach of privacy. The office will also seek a legal opinion on the potential messaging to registrants and bring back to the next meeting.

3.11 CVBC Award for 4th Year WCVM Student

The Interim Registrar provided a summary of where this topic was left from last meeting. As it was too late to move forward for this graduation year, the CVBC will ensure that everything that is required to be submitted from potential applicants, is submitted early enough for the next graduation year. Council is in agreement that this CVBC Award should be granted to a BC student who demonstrates financial need.

Direction: For the Interim Registrar to advise the WCVM of our intention and what we would like to see in applicants.

3.12 CE Auditing Policy

The Continuing Competence Committee, at its December 11 meeting discussed the draft of the Continuing Education Auditing Policy, which it approved with minor changes. The CCC is presenting this to Council for consideration and approval.

The general consensus amongst registrants is that the CVBC has been conducting audits all along though this hasn't been the case in recent memory and there isn't any indication in office records about any formal auditing process.

It seems appropriate to implement auditing at this time as it is expected from the bylaws, and we are presently at the end of a 2-year cycle. The plan is to audit a random selection of 2.5% of the registrants at the end of each 2-year cycle and anticipated that the process should be possible to conclude by May. For this purpose, the office will consider hiring a temporary contractor or filling a standing Complaints Coordinator position to support the CCC and the entire Continuing Competence Program, with the possibility of also assuming additional administrative responsibilities in the office.

The Deputy Registrar advised Council that there will not be a big announcement advising of the CE auditing, as this is something that is in our bylaws and should have been conducted all along. As there are multiple factors that impacted the success of the last CE cycle (confusion over the newly defined cycle, implementation of new CE criteria as of January 2020, and COVID's impact on CE offerings and registrant time), the CCC intends to use this auditing cycle primarily as a teaching (and learning) opportunity.

When an audit identifies a deficiency, the onus will be placed on the registrant to submit a proposal for remedying the situation. The bylaws give the CCC the authority to initiate an IC

complaint against a registrant – it is anticipated that the resolution process will prevent the regular need to exercise this authority.

MOTION: TO approve the CE Auditing Policy as approved by the CCC at its meeting on December 11th, 2020 and post on the CVBC website.

MOVED/SECONDED CARRIED

Direction: For the office to post this Policy on its website.

3.13 Registrant Card

Council at its December 11 meeting raised a concern by a registrant regarding not receiving a proper registrant card as proof of licensure for the last year. Some research was conducted by the office on the cost of producing either laminated cards or hard plastic credit card-type cards and in both cases, the costs were prohibitive for the few members who may be inquiring.

The office still has a limited supply of registrant cards that were used prior to 2020 and upon request by a registrant, these can be provided, until the supply is depleted.

3.13 Proposed Council Meeting Dates

Council discussed their availability and chose dates as follows:

- ✓ February 5, 2021
- ✓ March 19, 2021
- ✓ April 23, 2021
- ✓ June 4, 2021
- ✓ July 16, 2021
- ✓ September 17, 2021
- ✓ October 29, 2021
- ✓ AGM Date to be determined
- ✓ December 17, 2021
- ✓ January 28, 2022
- ✓ March 11, 2022

Direction: Post Council meeting dates on website.

4. **REPORTS RECEIVED FOR INFORMATION**

- 4.1 Report on New Registrants – Accepted and not discussed as per the Consent Agenda.
- 4.2 Change of Registration Class Report – Accepted and not discussed as per the Consent Agenda.
- 4.3 Name Approvals – Accepted and not discussed as per the Consent Agenda.

- 4.4 Report on Facilities, Closed, New & Reaccredited – Accepted and not discussed as per the Consent Agenda.
- 4.5 Task List – Accepted and not discussed as per the Consent Agenda.

5. ADJOURNMENT

5.1 Next Meeting Date

The next meeting is scheduled for Friday February 5, 2021 at 10:00 a.m.

MOTION: THAT the Open meeting be closed at 1:48 p.m.