

**BOARD MEETING  
MEETING MINUTES**

**Meeting No. 33**

**Date:** November 29, 2014

**Place:** College office

**Chair:** Elizabeth Jones

**Members present:**

Renée Avitan  
Susan Barr  
Doris Darvasi  
Bruce Hallsor  
Andrea Harstone

Leonard Ibbs  
Deborah Jones  
Curtis Magnuson  
Jacqueline Stokes

**Regrets:**

Joshua Myers  
Colleen Spier

**Staff in attendance:**

John Mayr, Registrar  
Christeen Young, Recorder

**1) Call to Order**

The Chair of the Board called the meeting to order at 9:07am.

**2) Approval of agenda**

The members of the Board considered the draft agenda as previously distributed for the meeting.

**Motion:** To accept the agenda as circulated.

The motion was adopted.

**3) Approval of minutes**

The members considered the draft minutes of the meeting held September 27, 2014.

**Motion:** To approve the draft minutes.

The motion was adopted.

	Chair
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**4) Chair’s Report**

**a) TDRR**

The Chair reported that the workgroup held a meeting and discussed ideas for moving this project forward. Further meetings are to be arranged in 2015.

**b) Meeting with the Deputy Minister**

The Chair and registrar attended a meeting with the Ministry of Children and Family Development. They provided a general update regarding the College including the implementation of CPD, the implementation if the exam in 2015, and a summary report of the removal of the exemption for persons employed by a regional health board. They also presented a preliminary plan for the consideration of the Deputy Minister proposing a staged removal of the exemptions from the regulation.

**5) Registrar’s Report**

**a) Public Awareness Campaign**

The Registrar provided an update on the public awareness campaign and presented statistics about the College's website.

**b) 2015 Election of Board Members**

The results of the election were validated by an independent elections scrutineer and the results have been announced to registrants. It has been confirmed that 876 electronic ballots and three mail in ballots were received. No ballots were spoiled. Members elected for the term Jan 2015 – Dec 2017:

Members elect will serve a two year term, commencing January 1, 2015.

Jones, Deborah  
Magnuson, Curtis  
Stokes, Jackie  
Wolchok, Emma

**c) Oath of Office**

The registrar administered the Oath of Office, as required by the Social Work Regulation, to the members elect. Each member received their copy of the signed and authorized oath.

**d) Changes to Electoral Process**

The Registrar provided details about the election process. The Board directed the Registrar to develop guidelines for future elections.

**e) Examination Consultation**

The Registrar will continue consulting with educational institutions in BC with regards to the implementation of the licensure examination.

	Chair
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**6) Committee Reports**

**a) Finance**

- i) The Chair of the Finance Committee proposed a budget for 2015

**Motion:** To accept the proposed budget for 2015 as presented.

The motion was adopted.

The Board directed the committee to explore the possibility of creating a separate fund for legal expenses related to inquiry/disciplinary actions.

The Board directed the Committee to review and make recommendations to the Board on the status of the College's financial reserves.

- ii) The Chair presented the internal financial statements for filing..

**Motion:** To accept the internal reports for filing.

The motion was adopted.

**b) Inquiry**

The Chair of the Inquiry Committee presented five files as required by section 28(1) of the *Social Workers Act*. When the Committee does not direct the Registrar to issue a citation it must report that to the Board.

Before the reports were discussed, four members of the Discipline Committee left the room.

- i) **2014-01** The Board received the report of the Inquiry Committee into the matter related to file 2014-01.

**Moved** that after considering the report of the Inquiry Committee the Board act pursuant to section 28(2)(a) of the *Social Workers Act* and confirm the Inquiry Committee's decision to take no further action.

- ii) **2014-03** The Board received the report of the Inquiry Committee into the matter related to file 2014-03.

**Moved** that after considering the report of the Inquiry Committee the Board act pursuant to section 28(2)(a) of the *Social Workers Act* and confirm the Inquiry Committee's decision to take no further action.

- iii) **2014-06** The Board received the report of the Inquiry Committee into the matter related to file 2014-06.

	Chair
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**Moved** that after considering the report of the Inquiry Committee the Board act pursuant to section 28(2)(a) of the *Social Workers Act* and confirm the Inquiry Committee's decision to issue a Complaint Resolution Agreement.

- iv) **2014-07** The Board received the report of the Inquiry Committee into the matter related to file 2014-07.

**Moved** that after considering the report of the Inquiry Committee the Board act pursuant to section 28(2)(a) of the *Social Workers Act* and confirm the Inquiry Committee's decision to take no further action.

- v) **2014-16** The Board received the report of the Inquiry Committee into the matter related to file 2014-16.

**Moved** that after considering the report of the Inquiry Committee the Board act pursuant to section 28(2)(a) of the *Social Workers Act* and confirm the Inquiry Committee's decision to take no further action.

### c) Quality Assurance

#### i) CPD Program

The Chair of the Quality Assurance Committee reported on the conclusion of the first cycle of the Continuing Professional Development (CPD). Approximately 10% of registrants did not complete the program.

Ten registrants requested special consideration regarding the program. Three requests were denied, four were granted reduced requirements, and three had the requirement waived. The committee developed and implemented a framework for determining special or extraordinary circumstances in relation to section 19(6)(b) of the Bylaws and reported that it worked well.

#### ii) Standards Project

The Committee continues to work on revisions to the College's Standards of Practice. The guiding framework for the development of the new Standards has been made available on the College's website.

### d) Registration

#### i) Exam Fees

Registration Committee reported that the members considered the issue of the cost of the examination. After deliberation, the committee recommended that no action be taken to offset fees related to the examination and registration for students.

The Board requested the Registration Committee explore options for providing limited financial support to cover costs related to initial registration based on demonstrated financial hardship. There was some discussion as to whether this matter is properly before the Registration Committee or Finance Committee.

	Chair
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**ii) Examination Accommodation for persons with disabilities**

The Registration Committee considered the issue of accommodations for persons with disabilities and recommended that the College adopt ASWB’s policy on testing accommodations for persons with disabilities.

**Motion:** For the purpose of implementing the licensure exam, that the Board adopt the ASWB accommodation policy on test taking for applicants with disabilities.

The motion was adopted.

**iii) Exam Retake Policy**

The Registration Committee considered the issue of the number of times an applicant could challenge the licensure examination. After recommendation, the Board has agreed to uphold the Committee’s recommendation in relation to the number of attempts an applicant will be permitted to write the licensure exam.

**Motion:** That applicants be allowed three attempts to successfully complete the licensure exam. A final fourth attempt may be granted at the discretion of the Registration Committee.

The motion was adopted.

**iv) Related Degree Policy**

The Chair reported that the committee is working with staff to develop a process for assessing abilities or experience when determining equivalency to a social work degree.

**7) Other Business**

**a) Committee Appointments for 2015**

The College is collecting names of registrants who wish to be involved with committees. The information will be presented to the Board for the purposes of determining committee composition at the first meeting of the Board in 2015.

**8) New Business**

**a) Practice via Technological means**

The Board has directed the Registration Committee to consider a proposal developed by staff for the creation of a class of registrant for practice via technological means.

**9) Adjournment**

**Motion:** To adjourn the meeting at 2:35 pm.

The motion was adopted.

	Chair
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