

**College of Veterinarians
of British Columbia**

COUNCIL MEETING

DATE: November 16, 2013
 Saturday 9:00 AM – 5:00 PM
 Sheraton Vancouver Guildford Hotel
Green Timbers Room 1
 15269 – 104th Avenue, Surrey, BC
 Telephone: 604-582-9288

MINUTES

Council Members	Dr. Tracy Cornish, President	Mr. David Dewhirst Vice-President	Mr. Barry McGillivray
	Dr. Ben Weinberger	Mr. Bob Kucheran	Regrets: Dr. Nick Shaw Secretary-Treasurer
	Dr. Pamela Barker	Dr. Maarten Hart	
CVBC Staff	Mr. Larry Odegard, Registrar & CEO	Ms. Louise Crowe, Manager Communications & Office	Regrets: Dr. John Brocklebank Deputy Registrar
	Ms. Gae Sellstedt, Exec. Asst.		
Guest:	Jim Berry, CVMA for Item #4.1	Dr. Doug Casey, Chair of IC	Dr. Douglas Freeman, WCVM

1. Call to Order

The meeting was called to order at 9:01 am.

The President welcomed Dr. Doug Casey, Chair of the Investigation Committee (IC), to the Council Meeting.

2. Routine Preliminary Business

2.1 Approval of the Agenda

Amendment to the Agenda: Guest Jim Berry should read "Dr. Jim Berry, CVMA for Item #4.1."

MOTION R131101: THAT the Agenda be approved as amended with power to add.

Moved/Seconded CARRIED

2.2 Approval of the Minutes

2.2.1 Approval of the September 14, 2013 Minutes

Motion R130904 was incorrect in quoting Motion R120608. Motion R130904 should read: "Motion R130904: That the 2nd installment of Motion 1 of the July 17, 2012 teleconference will not be prescribed in 2013 and THAT Motion 120608, moved and carried on June 16, 2012, be rescinded."

Agenda Item 5.3 Manager's Report – 1st bullet – "Homewood Human Solutions – a new component..." Should read "Homewood Human Solutions – a component". The (?) after CVBC should be removed.

MOTION R131102: THAT the Minutes of the September 14, 2013 meeting be approved as amended.

Moved/Seconded Carried

2.2.2 Approval of the October 24, 2013 meeting.

MOTION R131103: THAT the Minutes of the October 24, 2013 teleconference be approved as circulated.

Moved/Seconded CARRIED

3. Continuing Business

3.1 Investigation Committee Terms of Reference

MOTION R131104: THAT the revised Investigation Committee Terms of Reference be approved.

Moved/Seconded CARRIED

3.2 Animal Welfare Committee Terms of Reference

Subsequent to the published agenda, the Animal Welfare Committee agreed to the Animal Welfare Committee (AWC) Terms of Reference as written.

MOTION R131105: THAT the Animal Welfare Committee Terms of Reference be approved.

Moved/Seconded CARRIED

Council agreed that it should validate the appointment of the Chair of the Animal Welfare Committee and, moving forward, Council should appoint the Chair.

MOTION R131106: THAT Bettina Bobsein be appointed as Chair of the Animal Welfare Committee retroactively to October, 2013.

Moved/Seconded CARRIED

Council members discussed the composition of the Animal Welfare Committee and agreed with the AWC's recommendation to seek a registrant to join the committee whose practice includes large animals and is out of the Metro Vancouver area.

Action: The Registrar will look for expressions of interest

Action: Dr. Barker agreed to contact a veterinarian located in Williams Lake who has large animal experience to determine if there is interest in serving on the AWC.

3.3 Bylaw Review Committee Update

The President updated Council Members on the progression of the draft bylaws.

10:05 – Dr. Maarten Hart joined the meeting.

3.4 Payment Plan

Council members reviewed the payment plan included on page 27 of the Agenda. Council agreed that a policy should be developed to alleviate Council's time to deal with individual requests for a payment plan. Payment plans would be considered for practice inspections and levies only; dues must be paid in accordance with the CVBC bylaws. To be considered in the payment plan policy:

- Evidence of hardship
- Interest rate
- Consequences/penalties of not meeting obligation
- Eligibility – minimum amount

Action: Registrar's office to develop policy and procedures for January 25, 2014 meeting.

3.5 Strategic Planning

A workshop in Spring 2014 will provide an opportunity for the new Council to develop a strategic plan to confirm the future vision and goals and define objectives to drive budget development. Opportunities to consider include the following areas:

- Financial

- Balanced budgets – possibility of setting up fee payment system alternatives
Action: Present to the Executive Committee in advance of the planning session
- Registration
- Discipline
- Accreditation
- Communication

Council discussed the need for objectives and key performance indicators.

There was a short discussion with respect to bylaw exams being available more often and online. Look at WorkSafe model.

Action: Research expertise and cost factors re bylaw exams being made available more often

3.6 Policies and Procedures – Committee Appointments

The document was received for information purposes.

Action: Dr. Barker to work with the President to review each committee to determine guidelines for appointments and reappointments – i.e. balance of urban/rural. To be brought back to the January 25, 2014 Council Meeting.

4. New Business

4.1 CVMA Guest – Dr. J. Berry

The agenda was re-ordered to accommodate Dr. Berry's attendance at the meeting.

Dr. Jim Berry, President of the Canadian Veterinary Medical Association (CVMA), was welcomed to the Council meeting at 9:30 am.

Dr. Berry spoke to the CVMA view of the collaboration proposal, primarily for issues related to advocacy and public relations. The CVMA is supportive of the amalgamation and sees it as a stronger, more efficient and effective veterinary infrastructure while not interfering with autonomy. The Registrars are meeting in Guelph on November 26 and 27, 2013 to determine if they can come to consensus and move forward with the initiative.

Dr. Berry also spoke to national issues moving forward:

- Importation of veterinary products (API & "own use" regulations etc)
- Food safety, animal welfare and animal health in general
- Prudent use of antimicrobial use in animals

- Prudent guidelines for companion animals
- Telemedicine
- Humane slaughtering and euthanasia

The President thanked Dr. Berry for his contribution to the meeting.
Dr. Berry left the meeting at 10:00 am.

4.2 CVMA National Collaboration

Council members discussed Dr. Berry's comments and provided feedback for the Registrar's input at the November 26 and 27, 2013 meetings in Guelph. Although meetings on issues of common interest – i.e. established policies - may be of value, concerns were expressed regarding:

- Conflict of interest with the CVBC's provincial regulatory mandate
- Effectiveness of national body
- Separation of regulatory body from any advocacy mandates of other provincial associations and CVMA
- Public interest
- Value of collaboration

4.3 Request for Waiver/Extension of Payment

Council requested that, in future, the CVBC office provide more detailed information with these requests, to allow Council to make better, more informed decisions.

Dr. Kanu Dahlio's Request to Receive Extension for Payment of 2014 Dues.

MOTION R131107: THAT Council not allow Dr. Kanu Dahlio's request to receive an extension for payment of his 2014 dues.

Moved/Seconded CARRIED

Dr. Surinder Sharma's Request to Receive Waiver or Payment Plan for Invoice #11115 (Second Practice Facility Re-Inspection Fee).

MOTION R131108: THAT Council waive second inspection fee – Invoice #11115 in the amount of \$892.50.

Moved/Seconded CARRIED

Council debated its decision to waive the second inspection invoice due to the registrant not being advised there would be an additional fee.

Action: Practice Inspection Committee to review what information is being provided to registrants and define criteria/policy regarding additional billings.

11:50 – Dr. Douglas Freeman, Dean, Western College of Veterinary Medicine (WCVM), University of Saskatchewan, joined the meeting for lunch and discussion.

Round Table Introductions.

Lunch: 12:00 – 12:25

Dr. Freeman engaged the Council members in discussion regarding the WCVM and students in general. Highlights of the discussion included:

- Self-regulation after graduation
- After graduation movement – most go to BC and Alberta
- Students' awareness of regulatory environment of profession they are entering
- Job placements – graduates are finding jobs albeit perhaps not in the area of their choice
- Record high applications – class size is the right size for the region
- Contemplation of creating 10 open seats costing \$45k - \$50 per year for those students not wishing to travel abroad to study, however, Canada doesn't accept two students from the same place paying 2 different tuitions
- WCVM operating in planned budget deficits and focusing on revenue generation
- Development office – donations highest since 2007
- Hospital operating more efficiently with new director in place – in-hospital and farm visits highest among Canadian veterinary schools and a good balance of primary and referral cases
- Association of American Colleges is primarily US and Canadian schools
- Three national meetings across the US and Canada participated to map out veterinarian education in the next century
- Most common problem areas are:
 - o Informed consent and communication
 - o Record keeping
 - o Pharmacology
- Profession underpaid – debt load issue
- Pet ownership going up but visits to veterinarians going down – market opportunity for veterinarians – develop business plan to enhance revenues
- Social work program on campus – animal assisted therapy

4.4 DVM Degree Designations

After discussion, with the exception of one member, Council agreed the direction to the Investigation Committee should be that a registrant in British Columbia has the option of using his/her post-nominal degree designation earned OR using the term "Veterinarian". The word "Veterinarian" is protected under the Veterinarian's Act.

Action: Dr. Casey to bring the matter to the attention of the Investigation Committee.

The CVBC has not, in the past, tracked those registrants using the term "DVM" or other designations but will begin to track degree designations now.

4.5 Veterinary Clinics – Sale of Pet Food

Action: Response to Olivia Taruc advising her that there are prescribed foods and medications for certain medical conditions. A prescription should be written out and portable so that a client could purchase it anywhere.

4.6 OVMA Statistics

The Registrar shared some economic indicators that were presented at a recent conference in Victoria.

Action: Registrar's office to forward the information to Council members by e-mail.

4.7 Use of Credit Cards

There was no decision on the use of credit cards, however, there was mention of sending a survey to registrants.

5. CLOSED MEETING

The agenda was re-ordered; the closed meeting took place at 4:30 pm after the adjournment of the open meeting.

6. REGULAR OFFICE REPORTS & BUSINESS

6.1 President's Report

The President's Report was received for Information.

The President reported that she, Larry Odegard, John Brocklebank and Louise Crowe met with the SPCA in September. The joint CVBC/BCSPCA request to the Ministry for an amendment to s. 12 of the PCA Act was discussed. The Ministry had disagreed with our interpretation of s. 12 and recommended that we (CVBC and/or BCSPCA) seek a legal opinion on the interpretation. The BCSPCA confirmed that their interpretation agrees with the College's and informed us that they have not sought a legal opinion on this and had no plans to do so. Since that meeting, the Ministry has informed Dr. Cornish that they are now in agreement with the CVBC and BCSPCA's interpretation and will proceed on amending the Act as requested, however, the PCA Act will not be amended until late 2014/early 2015.

The President also advised that she has been contacted by a reporter looking for a perspective on poultry in BC having the highest levels of resistance in commonly used antibiotics and is asking Council if this is something the CVBC is concerned with.

Action: Larry Odegard and John Brocklebank to contact the Chief Veterinarian at CFIA.

6.2 Operational Report

The Operational Report was received for information.

The Registrar gave an overview of his report included on pages 74 and 75 of the Agenda. He further reported that there are only 35 Practice Inspections left in this 5-year period. The President reminded staff that at the end of the cycle, the College will have to calculate whether the costs of the last cycle were revenue neutral.

Action: Once the PI has completed the inspections, the CVBC office to determine costs over the 5-year cycle and whether the process is revenue neutral.

The Staff Christmas Party has been planned for December 8.

John Brocklebank attended a course in Calgary, Alberta regarding substance abuse amongst professionals.

Some CVBC staff are attending the Health Professional Regulators of BC workshop on November 27, 2013.

Adrian King-Harris is reviewing best training courses for inspectors and is looking at the BCIT course vs. the Justice Institute (JI) course.

The Registrar sent an inquiry to 22 members of the health professions regarding their appointment process. The College of Physicians and Surgeons responded that they are developing a process and that the Board Resourcing and Development Office (BRDO) has guidelines.

Regarding the audit, the invoice from BDO should be \$26,000 – down from \$30,000 last year. The CVBC office is working closely with the auditors to complete the audited financial statements at which time a meeting with BDO (Bill Cox), Larry Odegard, Chris Ray (CVBC Accountant), Nick Shaw (CVBC Secretary/Treasurer) and Louise Crowe will take place.

The Annual Report is in progress and will contain a Report from the President, Report from the Registrar, Financial Overview and information on registration and discipline matters. There will be a note advising registrants that the audited financial statements will be posted on the CVBC web site once they are complete.

6.3 Manager's Report

The Manager's Report was received for information.

The Manager of Office and Communication also reported that the conversion of the phone system from Telus to Shaw is taking place and there will be a substantial saving of \$500 per month.

iMIS is scheduled to go live in early December.

6.4 Registration Report

The Registration Report was received for information.

The issue of overnight observation at non-emergency veterinary clinics was discussed. The Chair of the IC Committee, Doug Casey, reported that the complaint by Annette Dehalt was dismissed as it was determined, given the information available, unprofessional conduct or negligence could not be proved. There was a recommendation for improved informed consent and this is

an issue that comes up frequently in complaint investigations. There will be an article in the CVBC Newsletter regarding informed consent.

6.5 Change of Class Report

The Change of Class Report was received for information.

6.6 Change of Name Report

The Change of Name Report was received for information.

6.7 Financial Report

The Financial Report was received for information. For review and discussions purposes, there was also an estimate of costs associated with each Committee Chair attending one Council Meeting per year. The estimate included travel expenses and an honorarium for one full day.

The President advised that the CVBC will be meeting with the auditors to review the annual financial report for the year ending June 30, 2013 (see the Registrar's report above).

The Registrar advised the Council that a critical item in the financial statements is related to the late submitted legal bills from one of the hearing lawyers. In addition, the Deputy Registry and Business manager will jointly code legal bills to ensure accurate allocation to cases.

Action: Louise Crowe to look into coding issue.

The President commented that the year-to-date reporting in the monthly financial reports (which had been the format last year) may need to be re-instated as it provides useful information about overall performance against budget as the year progresses.

There is also a balance sheet error – the “due to Captive Insurance Plan” should read “due from” as it is an asset and not a liability.

6.8 Facility Name Approvals

6.8.1 Commercial

The President advised that copies of the receipts for payment should no longer be included in the agenda package – it is enough for Council to see in the checklist that payment has been received.

MOTION R131109: THAT the name Blue Mountain Park Animal Hospital Ltd. be approved.

Moved/Seconded CARRIED

MOTION R131110: THAT the name Burkeview Animal Hospital Ltd. be approved.

Moved/Seconded CARRIED

MOTION R131111: THAT the name Central Capilano Veterinary Hospital Ltd. be approved conditional upon the CVBC office receiving written notification from Capilano Pet Hospital abandoning the name.

Moved/Seconded CARRIED

MOTION R131112: THAT the name Hart Family Veterinary Clinic Ltd. be approved.

Moved/Seconded CARRIED

6.8.2 Philanthropic

MOTION R131113: THAT the name Paws for Hope Animal Health Clinic be approved.

Moved/Seconded CARRIED

Paws for Hope requested a waiver of the \$300 application fee due to its non-profit status.

MOTION R131114: THAT the \$300 application fee will be waived on a one-time basis. Future fees will not be waived.

Moved/Seconded CARRIED

6.9.1 Communications Committee Report

The President verbally reported that the CVBC now has an account with GoToWebinar.

Action: Louise Crowe to send out GoToWebinar information to all committees advising them of this option to hold meetings. GoToWebinar and teleconferences should be set up by the CVBC Office (Louise Crowe or Gae Sellstedt)

7. OTHER SEMI-REGULAR REPORTS

7.1 IC Report

The IC Report was received for information. Dr. Doug Casey, Chair of the Investigation Committee, engaged the Council members in discussion on several issues. Highlights included:

- Intake Panel has helped to increase the speed with which the IC deals with complaints
- IC has actively looked at the process of timing and has determined cases can be resolved within 6-8 months
- The IC should be dealing only with 2013 complaints by Spring 2014
- Suggestion to advise the Ministry of Agriculture the progress the IC has made in resolving cases
- Protocol for conflict of interest for investigators
- Ethics Standards of veterinary medicine
- Issues with continuing education
- Competencies

Dr. Casey expressed his appreciation for the work performed by Dr. Cathie Wilkie and Anna King.

The President suggested an action plan be put into place regarding standards of care. Dr. Casey agreed to volunteer should a committee on standards of care be established.

In discussion regarding the make-up of the IC, Dr. Casey would fully support a non-registrant being appointed.

7.2 UPC Report

The UPC Report was received for information.

In response to a question regarding provision for follow-up inspection, the Registrar advised it would be considered for next year's budget.

7.2.1 Request for Funding

Page 96 of the Agenda included the following motion:

MOTION R131115: THAT Council directs the Registrar to contract a private investigator to collect evidence that "Sparkle Bark" is engaging in unauthorized practice and that the contract for this investigation shall not exceed \$5,000 including disbursements without consent from Council.

Council did not vote on the motion; the Legal Affairs Committee (LAC) approved the expense.

Action: President to forward a copy of the e-mail from LAC.

8. BUSINESS ARISING/INFORMAL DISCUSSION

There was no business arising and no discussion took place.

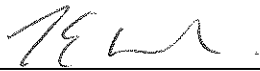
9. SELF-ASSESSMENT/PLANNING

9.1 Planning for January and March 2014 Council Meetings.

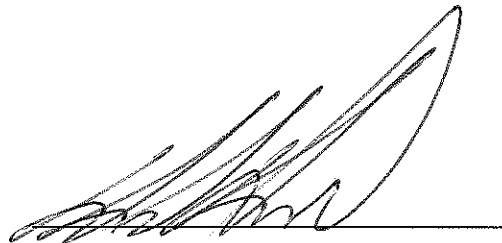
There was no discussion.

10. ADJOURNMENT

The meeting adjourned at 4:25 pm.



Tracy Cornish
President



David Dewhirst
Vice-President