

Minutes

OPEN SESSION

Board Meeting

DATE/TIME:	November 30, 2023 2:00pm to 5:00pm
ATTENDEES:	Tanya Momtazian (Chair); Pinder Cheema (Vice-Chair); Leisa Belanger; Janene Erickson; Rose Melnyk; Ruth Ringland; Yvonne Savard; Madelon Stevens; Sangeeta Subramanian; Rick Turner
KNOWLEDGE KEEPER:	Sulksun
STAFF:	Cynthia Johansen; Christine Penney; Daniel Laflèche; Katherine Graham; Louise Aerts; Sara Telfer; Dave Bhauruth; Joyce Lam; Alison Wainwright; Darlene Secong; Rhianna Millman; Rosanna Gonzalez Paredes; Arminder Sihat

The open session was called to order at 2:00pm.

Approval of Open Consent Agenda

The Board approved the consent agenda for the open session:

- a) The minutes for the open session of the Board meeting held on September 21, 2023 were approved.
- b) The Board received a report on current operational activities.
- c) The Board approved the regular open agenda for this meeting, with no changes.

2023 Financial Update and Proposed 2024 Budget & Fees

The Board received an update on the 2023 financial statements from the Chief Officer (Operations) and Director of Finance, on behalf of the Finance and Audit Committee.

The Board then reviewed the proposed risk and operating budgets for 2024, financial projections for 2025-2028, and discussed the 2024 funding strategy, the impact on, and cost recovery solutions for, registrants.

RESOLVED THAT the Board approves 2024-25 fees as presented in the revised Schedule G at Appendix B of the briefing note dated November 21, 2023 (Scenario 3), with an effective date of February 1, 2024.

RESOLVED THAT the Board approves the proposed 2024 budget for the spending on specified risk events and the minimum required unrestricted net asset level of \$3.7M, as presented in the briefing note prepared for its November 30, 2023, meeting.

RESOLVED THAT the Board approves the 2024 proposed budget (pre-fee increase) as presented in the briefing note prepared for its November 30, 2023, meeting.

RESOLVED THAT the Board authorizes management to enter into Business Transformation-related agreements beyond 2024 within the estimated Business Transformation cost project, as presented in the briefing note prepared for its November 30, 2023, meeting.

CARRIED

Bylaw Amendment to Schedule G (Fees)

Further to its approval of the 2024-25 fees, the Board reviewed the corresponding draft bylaw amendment, to be filed with the Ministry of Health on December 1, 2023.

RESOLVED THAT in accordance with the authority established in section 19(1) of the *Health Professions Act* (the "Act"), and subject to filing with the minister as required by section 19(3) of the Act, the Board amends the bylaws of the British Columbia College of Nurses and Midwives, by repealing Schedule G and substituting the attached new Schedule G, effective February 1, 2024.

[New Schedule G is Scenario 3, Appendix B to the briefing note dated November 21, 2023]

CARRIED

Board Financial Policies Review

The Board read the amendments brought forward as part of the annual financial policies review.

RESOLVED THAT the Board approves changes to the *Board and Committee Compensation and Expense Reimbursement* Policy as presented in Appendix B to the briefing note dated November 21, 2023, with an effective date of January 1, 2024;

FURTHER RESOLVED THAT the Board approves changes to *Honoraria and Expense Reimbursement for Indigenous Services* Policy and *Guidelines for Working with Indigenous Elders and Knowledge Keepers* as presented in Appendices D and E (respectively) to the briefing note dated November 21, 2023, each with an effective date of January 1, 2024; and

FURTHER RESOLVED THAT the Board approves changes to *Transaction-Level Financial Controls* Policy as presented in Appendix F to the briefing note dated November 21, 2023 with an effective date of January 1, 2024.

CARRIED

The Board asked that the policy and guidelines specific to Indigenous services be posted publicly on the BCCNM website, to allow easy access for interested parties who might wish to adopt/adapt the documents for their own use.

Addition to Agenda: Business Transformation Project

The Board brought forward a motion from its strategy session on November 29, 2023, relating to a discussion about selecting a vendor to implement a Customer Relationship Management (CRM) system as part of the Business Transformation project. Specifically, the Board was asked to consider an exemption to the current *Transaction-Level Financial Controls* Policy with respect to the process for vendor selection.

The Board reviewed at length the applicable policy, financial principles, options, and timeline, which suggested a new CRM being in place for the 2026 registration renewal period. The Board also discussed the risks and potential impact on strategic objectives should delays occur.

WHEREAS BCCNM is seeking to select a Customer Relationship Management (CRM) Implementation partner as part of its business transformation work;

AND WHEREAS the Board has reviewed the options available in line with approved financial principles and the Transactions-Level Financial Controls Policy (“the policy”);

RESOLVED THAT the Board approves an exemption to the policy, bypassing a competitive tender process to select a CRM Implementation Partner in favour of direct negotiations with a single vendor, without competition, and to include support from external experts to determine the reasonableness of any contract prior to it being finalized.

CARRIED

The Board directed staff to communicate to the selected vendor its expectations that Cultural Safety and Humility considerations be embedded in the contract, its work, and the final implementation plan, as relates to

the inclusion of, impact on, and contributions to, addressing Indigenous-specific racism, privileging Indigenous voices and Indigenous communities.

*Break at 3:14pm, when R. Ringland left the meeting
Meeting resumed at 3:30pm*

Revisions to the Continuing Professional Development Requirements for Midwives

WHEREAS a panel of the Quality Assurance Committee (the “committee”) and Quality Assurance staff have reviewed the Policy on Continuing Professional Development (Appendix A) and the Continuing Professional Development Scoring Framework (Appendix B) and the Briefing note dated October 27, 2023 and prepared for the November 30, 2023 BCCNM Board meeting (the “briefing note”), a copy of which has been presented to the Board;

AND WHEREAS the committee and Quality Assurance staff recommend revisions to the continuing professional requirements for midwives to the BCCNM Board for approval;

AND WHEREAS the BCCNM Board has considered those proposed revisions to the continuing professional development requirements for midwives and accepts the Committees’ and Quality Assurance staff recommendations;

RESOLVED THAT the BCCNM Board:

1. rescinds the previously established Continuing Professional Development Policy set out in Appendix A to the briefing note; and
2. rescinds the previously established Continuing Professional Development Scoring Framework set out in Appendix B to the briefing note;

FURTHER RESOLVED THAT the BCCNM Board approve the revised continuing professional requirements for midwives outlined in section 1C on page 2 of the Quality Assurance Program Framework for Registered Midwives as set out in Appendix C to the briefing note.

CARRIED

*Break at 3:55pm
Meeting resumed at 4:10pm*

Update BCCNM Commitment to Action: 2023-24 Redressing Harm to Indigenous Peoples in the Health-Care System (“Redressing Harm” Plan)

The Board received an update on the college’s progress against the Cultural Safety and Humility action plan. In relation to item 2.1 of the dashboard (working with external partners in data collection), the Board asked that Friendship Centres be included in the consultation list. The Board also enquired about the status of items relating to Indigenous midwifery.

The Board acknowledged the dashboard was an operations tool, but observed the volume of information did not fully support its discussions and that insufficient time on the agenda left an impression this work was not a board priority. The Board therefore directed that the Governance Committee assume responsibility for reviewing the dashboard in the first instance, to determine the appropriate level of information required and the best way for that material to be presented, so the Board can best meet its strategic oversight of these commitments to action.

Sulksun closed the board meeting with his reflections on the day at 4:53pm.

The Board ended the day with a tour of the art pieces commissioned by health regulator partners at the 200 Granville offices.