



COLLEGE & ASSOCIATION OF
Acupuncturists
OF ALBERTA

CAAA Council Meeting

Regular scheduled meeting via GoTo Meeting

Wednesday, September 30, 2020

In Attendance: Vanessa Ebertz, Jessica Stankowski, Cindy Grainger, Michelle Phillips, Michael McFarlane, Fu-Lin (Frank) Wang, Lowell Ask, Paul Hu, Frank Yeh and Janelle Kulak.

Chair: Fu-Lin Wang

Minutes: Janelle Kulak

Meeting called to order: 6:50 PM

President gave a brief introduction.

Part 1: Items related to HPA Transition and regular council meeting

1. Approval of agenda

Michael made a motion to approve the agenda. Vanessa seconded. No objections. Motion passed.

2. Approval of August 17 meeting minutes

A typo was corrected in point number 4. Lowell made a motion to approve the August 17 meeting minutes. Vanessa seconded. No objections. Motion carried.

3. President's Report

Fu-Lin read his report. The report discussed the progress of the HPA transition, review and consultation of the Minimum Standards for Professional Acupuncture Education, appointment of Committee Chairs and members, requesting public members, consultation and collaboration with stakeholders and, consultation and collaboration with other health professions. Council asked questions and had discussions on these topics. Michelle expressed grave concern regarding the allowance of members to continue practicing herbs without a written agreement from the government.

President Initial: _____

VP Initial: _____



4. Registrar & Executive Director's Report

This quarterly report to council is intended to provide a high level overview of the college's business and activities and to seek guidance and direction from council. Council asked questions and had discussion on the topics.

5. Appointment of Committee Chairs and members

a) MSC: Fulin nominated Ann Zee as chair of MSC. Lowell made a motion to appoint Ann Zee to be the chair of the Member Services Committee. Michael seconded. No objections. Motion carried.

b) BFAC: Fulin nominated Yang Su to be reappointed as Chair of the BFAC. Lowell made a motion to appoint Yang Su to the Budget and Finance Audit Committee. Vanessa seconded. Michelle objected. Motion carried.

c) CCC: Julin Wang was recommended by David Dennis, chair of Conduct and Competency Committee, to be appointed as a member of the CCC. Michael made a motion to appoint Julin Wang as a member of the Conduct and Competence Committee. Vanessa seconded. No objections. Motion Carried.

d) RPRC: Kate Talbot was recommended by Lindsay Babcock, chair of the Registration and Program Review Committee, to be appointed as a member of the RPRC. Lowell made a motion to appoint Kate Talbot as a member of the Registration and Program Review Committee. Vanessa seconded. No objections. Motion carried.

6. Practice hours for registration renewal, registration fee under Covid-19

Council discussed the proposal put together by RPRC to reduce the practice hours for the 2021 registration renewal. Michael made a motion to approve the reduction of practice hour requirements for the two year period of 2019 – 2020 on the 2021 registration renewal, to 1130 hours. Vanessa seconded. No objections. Motion carried.

Council discussed the possibility of reducing the registration renewal fee for the 2021 renewal due to the financial impact Covid-19 has had on members. This topic was deferred to the next meeting. Lowell suggested a short meeting of the Executive Committee of Council first to improve efficiency.

7. Approval of AARE service rates for examiners and support staff

Frank Yeh presented rationale to the increase of rates. Lowell recused himself from voting due to being a co-chair of the Examination Committee. Vanessa made a motion to

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approve the rate increase for examiners and support staff for the examinations taking place during the Covid-19 pandemic. Michael seconded. No objections. Motion carried.

8. Set quarterly regular meetings with a planned set of business

Council discussed the topic and agreed to hold a regular meeting every two months, excluding July and August. Regular meetings will take place every second Wednesday of the month in September, November, January, March, and June.

9. Proposal of One Drive for council documents.

Council discussed this topic. Michelle made a motion to consult an IT expert in regard to setting up a secure site for council to share information. Jessica seconded. No objections. Motion carried.

10. Complaint against office staff

Paul excused himself from this part of the meeting. Lowell read the update to council. No further discussion is expected on this issue.

Part 2: Items related to Minimum Standards of Education and Herbology

11. Review of Minimum Standards for Professional Acupuncture Education

Council had discussion on herbology requirements for schools and the intention of Acupuncturists to have some herbal knowledge. Council also discussed entry requirements. Due to the meeting running later than expected, council was asked to email any further concerns to Frank Yeh for contemplation. To improve efficiency, the gathered information will be emailed to council for further discussion.

Michael made a motion to adjourn the meeting. Vanessa seconded. No objections. Motion passed.

Meeting adjourned at 11:04 PM

President Initial: _____

VP Initial: _____