



COLLEGE OF  
**ACUPUNCTURISTS**  
OF ALBERTA

**CAA Council Meeting**  
**Special Online Meeting via GoTo Meeting**

Tuesday, June 22, 2021

In Attendance: Fu-Lin (Frank) Wang, Lowell Ask, Vanessa Ebertz, Michael McFarlane, Michelle Phillips, Jessica Stankowski, Cindy Grainger, Tamara Jones, Paul Hu, Frank Yeh, Peggy Eadie

Chair: Fu-Lin Wang

Minutes and Moderator: Peggy Eadie

Meeting called to order: 7:01 PM

President gave a brief introduction and noted that items 3 & 4 (tabled from June 13<sup>th</sup> meeting) were added to tonight's meeting.

1. Approval of agenda

Fu-Lin noted only May 15<sup>th</sup> and May 26<sup>th</sup> council meeting minutes to be discussed at this meeting. June 13<sup>th</sup> minutes will not be included for discussion. Lowell made a motion to approve the agenda to exclude June 13<sup>th</sup> minutes and include tabled items 3 & 4. Tamara seconded. No objections. Motion carried.

2. Approval Of May 15 and May 26 Council Meeting minutes.

Paul noted the changes made to the May 15<sup>th</sup> council meeting minutes and asked council to review. Paul suggested line 'Guest member' should be deleted and also noted item 8 changes, adding to 2<sup>nd</sup> sentence "by council and committee chairs". Fu-Lin agreed. Vanessa made a motion to approve May 15<sup>th</sup> meeting minutes with changes. Tamara seconded. No objections. Motion carried.

Michelle expressed concern with tone of the May 26 minutes. Paul provided key points on chronology and process of selecting members for MCC. Fu-Lin stated council members may review available meeting recordings. Fu-Lin noted May 26 minutes should be reviewed at another meeting. No motion carried.

3. Review of feedback regarding Standard of Practice for Herbology.

Frank provided results of internal feedback for council. Michael and Vanessa suggested changes to #3. Frank and Fu-Lin agreed. Michael noted patient charting must be done in English. Michelle agreed and suggested rewording point 1, Appendix 3. Lowell agreed. Frank made corrections onscreen.

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President Initial: \_\_\_\_\_

VP Initial: \_\_\_\_\_



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Michael stated the importance of having good grandparenting policy in place including PLAR process. Fu-Lin noted these details should be discussed at another meeting. Frank will copy notes from chat box to include for future discussion. Michael made a motion to table the SOP – Herbology (with chat box notes) for further discussion at another meeting. Michelle seconded. No objections. Motion carried.

#### 4. Discussion of appointment of Appeals Committee.

Paul provided information on creation of appeals committee. As per bylaws 2 regulated members and 2 public members are required. Paul asked Lesley to contact an attorney to conduct an orientation on how to hear appeals. Council had a discussion. Fu-Lin noted appointment of council member to committee will be done once all members obtain training. No motion carried.

#### 5. 2020-2021 Annual Report.

Paul gave brief overview of Annual Report. The report was incomplete due to delay of the Governance Manual (as per decision – May 15 council meeting) and Treasurer's & BFAC reports. Council needs to review the College's Values and Mission Statement. Fu-Lin gave overview of President's report, noting extensive communication and meetings held in order to complete transition to HPA. Tamara read the Public Member report. Council had a discussion. Michelle inquired whether the annual report should include a section pertaining to Complaints. Paul will ask Jennifer. Michelle made a motion to approve incomplete draft of annual report, to be reviewed and approved once all reports have been completed and added to the report. Jessica seconded. No objections. Motion carried.

#### 6. Appointment of MCC membership.

Fu-Lin provided a summary of the 3 candidates interested in joining the MCC. Council reviewed all candidate CV's and had a discussion. Frank shared MCC – TOR onscreen. Vanessa made a motion to appoint Heather Fulker and Margaret Kennedy to the MCC and to ask Jennifer Galarneau for legal advice relating to a third applicant and a potential conflict of interest. If there is a conflict of interest, council will need to find a 3<sup>rd</sup> member for MCC. Tamara seconded. No objections. Motion carried.

#### 7. Appointment of HT/CRC member.

Fu-Lin briefly summarized the appointment of a member to HT/CRC. Council reviewed Kim Chau's CV and had a discussion. Vanessa made a motion to nominate Kim Chau to the HT/CRC. Michael seconded. No objections. Motion carried.

#### 8. In-Camera: Performance Review report.



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Fu-Lin asked whether council wished to adjourn or extend the meeting by 15 minutes to cover item 8. Tamara made a motion to table item 8 to the next special meeting. Michelle seconded. No objections. Motion carried.

Tamara made a motion to adjourn meeting. Michelle seconded. No objections. Meeting adjourned at 9:46 PM

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President Initial: \_\_\_\_\_

VP Initial: \_\_\_\_\_