



COLLEGE OF  
ACUPUNCTURISTS  
OF ALBERTA

CAA Council Meeting

**Special Online Meeting via GoTo Meeting:**

Thursday, April 15, 2021

In Attendance: Fu-Lin (Frank) Wang, Michael McFarlane, Michelle Phillips, Vanessa Ebertz, Tamara Jones, Jessica Stankowski, Frank Yeh, Jennifer Galarneau, Peggy Eadie

Absent: Lowell Ask, Cindy Grainger, Paul Hu

Chair: Fu-Lin Wang

Minutes and Moderator: Peggy Eadie

Meeting called to order: 7:01 PM

President gave a brief introduction.

1. Approval of Agenda

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

2. Approval of March 20<sup>th</sup> & March 25<sup>th</sup> meeting minutes.

Vanessa made a motion to approve the March 20<sup>th</sup> minutes. Michael seconded. No objections. Motion was passed.

March 25 minutes – Michael noted Lowell's motion to extend the meeting occurred before discussion of item #6, therefore, the minutes should be amended to reflect this discrepancy. Council agreed.

Tamara made a motion to approve the March 25<sup>th</sup> minutes with amendment. Michelle seconded. No objections. Motion was passed.

3. Resolution that the current Code of Professional Conduct will remain in effect until the Code of Ethics is approved.

Frank noted James Casey previously stated the College should use the Code of Professional Conduct before using Code of Ethics.

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

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

Michael made a motion to approve the current Code of Professional Conduct shall remain in effect. Vanessa seconded. No objections. Motion passed.

4. Review of feedback and approve standards regarding English Language Proficiency.

Frank read results of consultation summary and research. Council had a discussion. Jennifer offered to compile and review complaint statistics from the several years to assess how many complaints were directly related to english language communication difficulties. Fu-Lin offered to assist Jennifer with this task.

Michelle made a motion for an investigation of complaints to determine the need for council to establish English Language Proficiency criteria. Vanessa seconded. No objections. Motion passed.

5. Review and feedback and approve standards regarding Professional Liability Insurance Policy.

Frank gave background and read feedback and council discussed the matter. Jennifer stated that the CAA should only cover what is necessary to protect the public. If a member is seeking additional coverage above and beyond what their professional liability insurance covers, they should obtain this from another insurance provider.

Vanessa made a motion to approve the Professional Liability Insurance policy. Michael seconded. No objections. Motion passed.

6. Review of feedback and approve standards regarding First Aid and CPR Policy.

Frank gave background and council had a discussion. Michelle agreed that members should have current First Aid/CPR training and this information should be available on updated website. Michael agreed and stated that First Aid/CPR training is eligible for CEU and it is the members' responsibility to renew this before it expires. Frank stated regulated members registered must provide proof of First Aid/CPR for 2021 renewal. Michael suggested changing the date to 2022 to reflect no in-person training is offered due to COVID.

Michael made a motion to adopt First Aid/CPR policy and change date from 2021 to 2022 (considering covid – no in-person training available). Michelle seconded. No objections. Motion passed.

7. Review MSPAE updates.

Frank gave background on school feedback. Council discussed the matter. Major changes are as follows:

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

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

- Basic Herbology: cover the basic principles of the 19 categories of TCM herbs and their classic formulas, and a general idea of when they would be appropriately used.
- Online curriculum: Fifty (50) percent of Lectures can be online; Practicals and Clinics must be in-person.
- Patient Log and Case Studies: Patient Log and a minimum of 20 comprehensive case studies are required.

8. Review Memo to Council regarding TCM Regulation.

Fu-Lin gave background, council reviewed the memo and had a discussion. Michael noted council agreed to set up TCM Task Force to improve upon methodology and more information was needed to decide the next steps. Council decided to table this item to a special meeting for further discussion. No motion was made.

9. Determine the date for the 2021 Annual General Meeting.

Council discussed potential dates for the 2021 AGM. Sunday, June 27, 2021 was selected as the best date. Michelle, Michael, and Vanessa and Tamara agreed. Jessica cited concern as this may be a conflict for end of school year activities.

10. In-Camera: office staff performance review report.

Fu-Lin stated that since Paul was absent from the meeting, this item will be postponed to the next meeting.

Michelle made a motion to adjourn meeting. Michael seconded. No objections. Meeting adjourned at 9:58 PM

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

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