



COLLEGE OF
ACUPUNCTURISTS
OF ALBERTA

CAAA Council Meeting

Special online meeting via GoTo Meeting:

Thursday, January 14, 2021

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

Chair: Fu-Lin Wang

Minutes and Moderator: Janelle Kulak

Meeting called to order: 7:03 PM

President gave a brief introduction.

1. Approval of agenda

Lowell made a motion to approve the agenda. Michael seconded. No objections. Motion carried.

2. Approval of 2021 Fee Schedule

Treasurer gave background into the additional items and changes made to fee schedule. Topic of concern was *New Acupuncture Program Review*. Council decided to table this topic for discussion at a later date. Michelle made a motion to approve the rest of the fee schedule aside from the tabled topic. Michael seconded. No objections. Motion carried.

3. Review of English Language Proficiency Policy – to be approved after consultation

Paul gave background on subject. After discussion, Council agreed to set level required at 6.0 and accept EPL test results within 4 years.

4. Review of Professional Liability Insurance Policy – to be approved after consultation

Currently college requires 2 million minimum. Council agreed to continue with 2 million minimum.

President Initial: _____

VP Initial: _____



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5. First Aid & CPR Policy – to be approved after consultation

Council had a discussion and agreed to require the standard level of First Aid, Level C CPR, that all existing members must acquire certification, and all members must submit a copy of their valid certification along with their annual renewal.

6. Approval of Application for Registration - Guide

Lowell made a motion to approve the Application for Registration - Guide. Vanessa seconded. No objections. Motion carried.

7. Approval of Application for Registration as an Acupuncturist Form

Council discussed the issue regarding statement of gender on the form. Michael made a motion to approve the Application for Registration as an Acupuncturist Form with the amendment regarding gender portion, leaving the space blank for members to fill in themselves. Lowell seconded. No objections. Motion carried.

8. Approval of the new website development agreement

Paul introduced the chosen company. Council requested more information. Item tabled to next meeting on January 23.

9. In-Camera: Office staff performance review report

Paul provided a summary. Council had a discussion.

Vanessa made a motion to adjourn the meeting. Michael Seconded. No objections. Motion carried.

Meeting adjourned at 10:30 PM

President Initial: _____

VP Initial: _____