



COLLEGE OF
ACUPUNCTURISTS
OF ALBERTA

CAA Council Meeting

Special online meeting via GoTo Meeting:

Sunday, March 7, 2021

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

Chair: Fu-Lin Wang

Minutes and Moderator: Peggy Eadie

Meeting called to order: 7:03 PM

President gave a brief introduction. Welcome Peggy to the CAA – taking over from Janelle Kulak.

1. Approval of agenda

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

2. Review and Approval of the Complaints Director Recommended by the Hiring Committee

Vanessa gave background. Council discussed the 2 strongest candidates for Complaints Director position. Lowell made a motion to offer Jennifer Galarneau the position as Complaints Director. Michael seconded. No objections. Motion carried.

3. Review and Approval of the proposed compensation rate for the April 2021 Exams and outsourcing of Jurisprudence Handbook development under the HPA

Frank Yeh discussed increased honorarium rates for April 2021 exams. Considering the honorariums for October 2020 exam approved by council, honorariums for April 2021 exam are proposed as:

October 2020 2 days: Examiners – \$750, Standardized Patients – \$600, Support Staff – \$550

April 2021 1 day: Examiners – \$450, Standardized Patients – \$350, Support Staff – \$300

President Initial: _____

VP Initial: _____

Vanessa made a motion to accept proposal of 2021 fees. Michael seconded. No objections. Motion carried.

Council discussed updating a new Jurisprudence handbook. Frank Yeh investigated regulatory policies of other professions/jurisdictions vs in-office resources to create handbook and estimated outsourcing cost of \$10,000-\$25,000. Council discussed the topic. Frank stated compensation must be considered if adding JP Handbook to Complaint Director's employment contract. If not, then create RFP and list on CAA and MERX sites. Proposals would be presented to EC for review/discussion. Michelle made a motion to accept Frank Yeh's proposal. Jessica seconded. No objections. Motion carried.

4. Review and Approval of CAA Council Meeting Visitor Conduct and Information Policy

Council reviewed the Visitor Conduct Information Policy. Council had a discussion. Fu-Lin made a motion to ask if council would approve policy with minor word changes and conditions. Lowell approved motion. Cindy seconded. No objections. Motion carried.

5. Meeting Adjourned

Vanessa made a motion to adjourn. Michelle seconded. No objections. Motion carried.

Meeting adjourned at 9:02 PM

President Initial: _____

VP Initial: _____