



# COLLEGE OF ACUPUNCTURISTS OF ALBERTA

## CAA Council Meeting Special Online Meeting via GoTo Meeting

Thursday, August 5, 2021

In Attendance: Fu-Lin (Frank) Wang, Michael McFarlane, Michelle Phillips, Jessica Stankowski, Tamara Jones, Donna (Dee) Holstine Vander Valk, Paul Hu, Frank Yeh, Jennifer Galarneau, Peggy Eadie

Absent: Cindy Grainger

Chair: Fu-Lin Wang

Minutes and Moderator: Peggy Eadie

Meeting called to order: 7:02 PM

President gave a brief introduction. Fu-Lin implemented a 3-minute time limit for each speaker.

### 1. Approval of agenda

Fu-Lin asked council to review and approve the agenda. Michelle requested to add under new business: review & discussion of bylaw amendment. Fu-Lin noted this may be added if time permitting. Michelle made a motion to approve agenda with inclusion of new business item – bylaw amendment update. Michael seconded. No objections. Motion carried.

### 2. Issues in Council Meeting and Operation.

#### a) Discussion of concerns of Council member.

Fu-Lin apologized to Council member and asked council to define best process. Council member requested permission to speak longer than allotted time limit. Jessica and Jennifer agreed. Council member requested President immediately send full context of legal question and response to all council members for review. Council had a discussion.

Michelle made a motion to table item 2 to the next meeting in order to address new business item. Michael seconded. No objections. Motion carried.

Michelle made a motion for any and all legal advice requested and obtained re: July 8<sup>th</sup> special council meeting be provided to council in its entirety by August 9, 2021 at 12:00 PM. Dee seconded. No objections. Motion carried.

#### b) Observed issues in council operation.

Fu-Lin shared information with council regarding observations and requested feedback. Michael stated both parts of item 2 was tabled to another meeting. Michelle requested clarity of item and Fu-Lin provided a response. Michelle objected to hear sub-item b, due to lack of time this evening. Council discussed the matter at length and expressed concern in hearing this item at this time. Michael clarified that both items 1 and 2 have been carried as written above. Fu-Lin will provide the rest of observations and requested Michelle provide concerns and questions. No motion carried.

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

*M. Phillips*

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

*J. Jones*



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3. Information to support GOG Honorarium Claim in line with the GOA bylaws for Public Members.

Fu-Lin provided background. Tamara provided additional information regarding escalating work and emails, outdated GOA bylaws and requested time spent on council meetings and work be validated (commencing July 1<sup>st</sup> to present). Tamara will submit to College for approval and sent to Margaret Toma – Assisting Acting Director, Health Profession Regulation Unit, Government of Alberta. Jessica agreed. Fu-Lin and Paul fully support this. No motion carried.

4. Patient Concern Management Process.

Jennifer gave a brief overview of the topic and stressed the need for more effective communication to clarify her role of Complaints Director in this process and how can this be implemented within the complaints process. Paul sought clarification of council's expectation regarding how soon to forward messages to council's attention. Council discussed the matter. Michael suggested that Paul provide council with a weekly update of all issues. Paul agreed. No motion carried.

5. Legal advice COI from Complaints Director for appointment of MCC member – Dr. Xia Cheng.

Jennifer gave background summary and stated Conflict of Interest policy is unclear and requires work. Given the situation, legal advice determined a decision should be made based on current policy. In the future, appointment policies should be created to ensure the best candidates and issues can be addressed. Council had a discussion. Fu-Lin noted council's concerns and stated the office can provide the information to Council. Fu-Lin asked that a motion be made to adjourn the meeting.

Michelle made a motion for Complaints Director and Council be provided with all information and links pertaining to policies (at will) from College by August 6<sup>th</sup> @12:00 PM. Michael seconded. No objections. Motion carried.

Paul noted his concerns for providing office file links for council as the College may be subject to future challenges. Council further examined the issue. Due to time constraints and need to review all items, Fu-Lin asked for discuss item 6 at a later meeting and asked for a motion to adjourn the meeting. Jessica objected, stating item 6 should be reviewed. Fu-Lin noted agenda already approved, item 6 is an important issue and requires more time to review item. Michael objected. Michelle noted by majority vote (chat box), council would like to continue the meeting and stated Fu-Lin may exit the meeting if he wishes. Fu-Lin reiterated the importance of item 6 and should take time to review properly. Michael disagreed, stating that council makes a motion to continue, the meeting will continue.

Jessica made a motion to extend the meeting to include item 6. Michelle seconded. No objections. Motion carried.

Fu-Lin objected to continuance of meeting and reiterated common goals for CAA such as finish HPA transition, develop all policies, standards, procedures and processes required by HPA. Fu-Lin noted observation (item 2) at beginning, and it was said it can be discussed at a later time. And this agenda item (item 6) was added in, if we have time we will discuss, if not it will be discussed at a later time. Council cannot change. Michelle objected and noted 25 minutes are left in meeting to review item 6.

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

*M. Phillips*

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

*J. [Signature]*



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Fu-Lin asked for council to make a motion to adjourn meeting. Jessica objected, citing motion already made by council to continue. Michael agreed. Michelle requested Jennifer to proceed.

President Wang left the meeting at 9:38 PM.

### **NEW BUSINESS**

#### 6. Bylaw Amendment.

Jennifer gave summary of bylaw 7 – removing of a council member and subsequently created a new set of bylaws which properly reflects how the removal of a council member should take place. Council asked questions and Jennifer provided responses. Council continued the conversation. Jennifer will make revisions and send to council for review by Monday, August 9<sup>th</sup> at 12:00 PM.

Michelle made a motion to table item 7 to the next special meeting in order for Fu-Lin to review information. Dee seconded. No objections. Motion carried.

Next Special Council Meeting has been set for Wednesday, August 11, 2021, at 7:00 PM.

Dee made a motion to adjourn meeting. Michael seconded. No objections. Meeting adjourned at 10:39 PM

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

*M. Phillips*

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

*J. Wang*