



College of Acupuncturists of Alberta

Council Meeting

Agenda

Date: May 11, 2022
Time: 6:00 p.m.
Recorder: Carrie Mittelstadt
Location: Virtually via Zoom

Attendees

Council Members:

Michelle Phillips, President
Jessica Stankowski, Vice-President
Cindy Grainger
Donna (Dee) Holstine Vander Valk

Michael McFarlane
Monica Ansah-Sam
Tamara Jones

Additional Attendees:

Erin Stroud, Executive Director/Registrar
David Kay, Acting Hearings Director

Guests:

None

Regrets

Time Allocation	Agenda Item	Lead
	1. Call to Order for In-Camera Session (Council and Executive Team) called pursuant to Section 4.4(2) of the College bylaws	M. Phillips
	1.1 Council Evaluation - Appointment of Raconteur	M. Phillips
	2. Call to Order for Public Session Introduction of guests	M. Phillips
	2.1 Declaration of New Conflicts of Interest (Real, Potential, or Perceived) ACTION: for awareness	M. Phillips

Council Meeting Agenda

Time Allocation	Agenda Item	Lead
	<p>2.2 Approval of Agenda for May 11, 2022 and Approval of Consent Agenda Items (2.2a)</p> <p>Consent agenda:</p> <ul style="list-style-type: none"> 2.2.1 Minutes of March 16, 2022 2.2.2 Report on E-vote Outcomes 2.2.3 Implementation Working Group Report 2.2.4 CARB Report (M Phillips) 2.2.5 AFRHP Report (E. Stroud) <p>ACTION: for approval (MOTION)</p> <p>Proposed Motion (C-1-11May22): Moved by [] and seconded by [] that Council approves the agenda for May 11, 2022 and the consent agenda items, as distributed with the agenda package.</p>	M. Phillips
	<p>3. Reports</p>	-
	<p>3.1 President</p> <p>ACTION: for information</p>	M. Phillips
	<p>3.2 Executive Director/Registrar</p> <p>ACTION: for information</p>	E. Stroud
	<p>3.3 Bill 46 Update – Title Protection</p> <p>ACTION: for information</p>	D. Kay
	<p>4. Council Education</p>	-
	<p>4.1 Leadership of the Regulatory Craft</p> <p>ACTION: for education</p>	D. Kay
	<p>5. Decision Items</p>	-
	<p>5.1 Bylaw Revisions</p> <p>ACTION: for approval (MOTION)</p> <p>Proposed Motion (C-4-11May22): Moved by [] and seconded by [] that Council approves the revisions to the CAA bylaws pursuant to Section 3 of the CAA bylaws, as contained in the agenda package.</p> <p>Proposed Motion (C-5-11May22): Moved by [] and seconded by [] that Council adopts a council size of eight members, consisting of an equal number of regulated members (4, reduced from 6) and public members (4) appointed by the Lieutenant Governor in Council in accordance with the Act.</p>	D. Kay

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	<p>5.2 Appointment of Skye Van Dyk as Hearings Director</p> <p>ACTION: for approval (MOTION)</p> <p>Proposed Motion (C-2-11May22): Moved by [] and seconded by [] that Council approves the appointment of Ms. Skye Van Dyk as Hearing Director pursuant to Section 21 of the CAA Bylaws effective April 20, 2022.</p>	E. Stroud
	<p>5.3 Council Governance Charter</p> <p>ACTION: for approval (MOTION)</p> <p>Proposed Motion (C-3-11May22): Moved by [] and seconded by [] that Council adopts the policy governance model for the functioning of the College and approved the proposed Governance Charter (Policy Governance Framework), included in the agenda package, to enable this.</p>	J. Stankowski
	<p>5.4 Competency-Based Appointments (Verbal Update)</p> <p>ACTION: for approval (MOTION)</p> <p>Proposed Motion (C-6-11May22): Moved by [] and seconded by [] that Council adopts an appointment process to select regulated members to Council through the use of a competency framework to screen for needed competencies; diversity, equity, and inclusion; and a pre-selection councillor orientation covering the College mandate and the role of a councillor and the expectations, as included in the agenda package to enable this.</p>	J. Stankowski
	<p>5.5 Governance and Nomination Committee and Finance, Risk, and Audit Committee Creation and Committee Appointments</p> <p>ACTION: for approval (MOTION)</p> <p>Proposed Motion (C-7-11May22): Moved by [] and seconded by [] that Council adopts the proposed terms of reference for its governance committees: the Finance, Risk, and Audit Committee (FRAC); the Governance and Nominating Committee (GNC); and the Appeal Committee, included in the agenda package to enable this.</p>	E. Stroud
	<p>6. Adjournment</p>	
	<p>7. In-Camera Meeting (Council and Executive Director/Registrar by invitation)</p> <ul style="list-style-type: none"> • Council evaluation – report from raconteur • Appointment of next meeting’s raconteur 	

Resources for Council Members

- College Governance Charter
- Principles to Guide Council Interactions
- Council Conflict of Interest Policy
- Council Member Code of Conduct Policy
- Commonly Used Acronyms
- College Bylaws