

# Public Participation Policy at BCCOHP Board Meetings and Annual Meetings

September 1, 2022

As a regulator working in the public interest, BCCOHP welcomes public participation at our Board meetings and endeavors to create an environment in which members of the public, oral health professionals, and all interested parties feel comfortable and can ask relevant questions at an appropriate time. The purpose of this policy is to provide a framework for public participation as a routine part of BCCOHP's board meetings.

Board meetings are held four times a year, usually in the months of September, December, March and June. Meetings of the BCCOHP Board are open to the public. A portion of each board meeting is held without the public or registrants present; these *in camera* meetings are confidential because the issues discussed relate to financial, personal, or other such matters.

A public session will be a standing item on board agendas and at annual meetings to allow the public, oral health professionals and interested parties to submit questions or make comments directly to the BCCOHP Board, within the following framework.

- Board meeting dates, locations and agendas are published on BCCOHP's website. The annual meeting is also webcast.
- All attendees will be asked to sign in to attend a meeting. The meeting minutes will include the names of all attendees.
- Participants are encouraged to provide any questions in advance of the meeting.
- An electronic form will be made available on the BCCOHP website to assist with submitting questions.
- Attendees at the annual meeting can submit questions online.
- Answers to online questions will be provided at the meeting, where possible.
- Anonymous questions will not be accepted. Given the time constraints of business meetings, there is a need to balance the desire for an input with the need to address all the agenda items scheduled.

**Mailing Address**

110 - 1765 8th Ave W  
Vancouver, BC V6J 5C6

**Office Locations**

Vancouver | Fairview  
Vancouver | Downtown  
Victoria

Phone: 672.202.0448  
Toll free: 1.888.202.0448  
info@oralhealthbc.ca  
www.oralhealthbc.ca

- Speakers will be asked to limit their questions or comments to a specific time frame, such as two minutes and to speak to a single issue.
- Questions and comments must relate to the agenda items of the meeting and reflect the mandate of BCCOHP.
- The Board cannot respond to questions or comments about specific complaints matter due to confidentiality, privacy and legal requirements.
- The minutes of meetings are published on the BCCOHP website and will include a summary of the questions and comments to the Board.
- All interactions with BCCOHP and its representatives must be conducted in a respectful and safe manner. We do not tolerate abusive or aggressive behavior.