BCCOHP | British Columbia College of Oral Health Professionals

BCCOHP BOARD OPEN MEETING
Wednesday, 1 April 2026
9:00 a.m. – 12:00 p.m.

BCCOHP Offices
110-1765 West 8th Avenue, Vancouver, BC
"Karen England" Room

MINUTES

The British Columbia College of Oral Health Professionals (BCCOHP or "the College") Open meeting commenced at 9:04 a.m.

In Attendance

Julie Akeroyd, Board Chair
Dr. Andrew Irwin
Dr. Ben Balevi
Shirley Ross (virtual)
Dr. Bertrand Chan
Katie Skelton
Lise Cavin
Kim Trottier
Pat Dooley (virtual)

Regrets

Marion Erickson

Staff in Attendance

Dr. Chris Hacker, Registrar and Chief Executive Officer (CEO)
Bethany Benoit-Kelly, Director, Communications and Engagement
Katy Carson, Director, Cultural Safety and Humility
Thomas Chan, Chief Operating Officer
Evelyn Chen, Director, People and Culture
Rebecca Chisholm, Director, Professional Practice
Chloe Lo, Director, Registration and Certification
Ruby Ma, Director, Investigations and Resolutions
Karen Mok, Deputy Registrar and General Counsel
Ronald Revell, Executive Director, Strategy and Integration
Jennifer Roff, Deputy Registrar and Executive Director, Regulation
Sasan Solaimani, Technical Support
Mary Yu, Manager, Registrar's Office

Invited Guests:

Nicholas Kofi
Elder Daniel Elliott

Preparation of Minutes
Christine McLenan, Raincoast Ventures Ltd.

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1. Call Meeting to Order and Territorial Acknowledgement

Julie Akeroyd, Board Chair, called the meeting to order at 9:04 a.m. and provided a territorial acknowledgement. The bringing into force of the *Health Professions and Occupations Act* (HPOA) on this day is something to be celebrated, as well as the HPOA's Indigenous-specific anti-racism focus.

2. Opening Remarks from Board Chair

Julie Akeroyd noted the historical significance of this day with the complete repeal and replacement of legislation. Gratitude was extended to Dr. Chris Hacker, Registrar and CEO, and BCCOHP staff for their tireless work toward this transition. The Board was appreciated for their service, and gratitude was expressed for their expertise and dedication.

3. Territorial Welcome and Cedar Brushing Ceremony

Nicholas Kofi provided a territorial welcome, and Elder Daniel Elliot performed a cedar brushing ceremony.

Health Break

The meeting paused at 9:29 a.m. and resumed at 9:35 a.m.

4. Roundtable Introductions *(attachments)*

1. Demonstration of Learning

Katy Carson, Director, Cultural Safety and Humility, provided an overview of the purpose of the introduction process and noted that the previous virtual Board meeting discussed how introductions are conducted at Board meetings. Future meetings will begin with a round of introductions in accordance with Coast Salish protocol, to foster understanding of who is present in the circle.

The agenda package included a worksheet with prompts on how to craft an introduction. The following quote from George Harris Jr. was offered: "It is egregious of me to expect you to remember everything about me in my introduction, having only met me once."

Board members were assured that this was a safe space for them to come together as human beings and not just a number at the Board table.

Dr. Chris Hacker reflected on the celebratory nature of this particular meeting, noting the difference from the usual meeting format. It was noted that the intent is not to tie the Board's vision to a fixed target, but to remain adaptable as the journey unfolds. This approach will guide staff support during periods of uncertainty and when the path

is difficult, with the understanding that a path forward can always be found. This is how staff support the Board.

Appreciation was expressed to the Board for choosing to be part of this work. This work could not proceed without the Board's oversight and support.

Katy Carson reminded the meeting that the Demonstration of Learning was introduced as an opportunity for Board members to share learnings and experiences with the Board.

It was confirmed that Shirley Ross would lead a Demonstration of Learning at the next Board meeting.

Julie Akeroyd thanked Katy Carson for facilitating this valuable experience to enable Board members to get to know each other.

Health Break
The meeting paused at 10:26 a.m. and resumed at 10:39 a.m.

5. Board Member Attestations *(attachments)*

As part of regulations, each Board member is required to recite the BCCOHP Oath of Office and sign the BCCOHP Code of Conduct.

Dr. Chris Hacker acknowledged the tension between Indigenous and colonial law that this requirement causes. In a positive light, this is a celebration of a commitment to the good work still to be done.

With reference to providing BCCOHP pens, Dr. Chris Hacker shared a story from a previous oath-signing ceremony and reflected on the importance of ceremony and attention to detail, noting that consideration had been given to the conduct of the oath-signing process, including the materials used.

Board members in attendance, including those attending virtually, provided their verbal attestations. Codes of Conduct were signed, and it was affirmed that Board members not in attendance would be contacted to arrange for them to do this in person.

6. Declaration of Interest

Karen Mok, Deputy Registrar and General Counsel, reviewed the Declaration of Interest process and clarified the conflict of interest disclosure process, noting that these are not conflicts, but declared interests, including any memberships, affiliations, volunteer activities, and current work or businesses that the individual may have an indirect interest in (e.g., businesses a spouse or family member has). Any actual or perceived conflicts will be noted, and a determination will be made if a conflict is raised on a particular matter. It may be that the Board member would be recused from a particular issue or discussion.

Staff, committee and working group members will also complete a Declaration of Interest. This information will be posted to the website.

Julie Akeroyd confirmed that declarations would occur at the beginning of each Board meeting. Board members will also be invited to raise a conflict that may arise during the course of a discussion, even in the middle of a meeting. A determination of conflict will be made by the Board at that time.

7. Approval of April 1, 2026, Open Board Meeting Agenda *(attachments)*

RESOLUTION:
It was MOVED (Lise Cavin)
RESOLVED that the BC College of Oral Health Professionals Board approve the Open Meeting Agenda for the April 1, 2026, meeting as presented.

CARRIED

8. Ratification of March 25, 2026, Meeting Decisions *(attachments)*

1. Board Chair Selections
2. Appointment of Registrar
3. Board Policies and Procedures
    a. Board Member Conduct Agreement
    b. Committee Member Conduct Agreement
    c. Declaration of Interest
    d. Public Participation Policy
    e. Board, Committee & Advisory Working Group Remuneration and Expense Policy
    f. Registrar/CEO Expense Policy
    g. Board Governance and Training Manual
4. Committees' Terms of Reference.

RESOLUTION:
It was MOVED (Kim Trottier)
RESOLVED that decisions made by the BC College of Oral Health Professionals Board during the Board meeting on March 25, 2026, prior to the enactment of the Health Professions and Occupations Act on April 1, 2026, and as listed in Appendix A be ratified and shall have full force and effect.

CARRIED

For context, it was affirmed that these decisions had already been ratified.

During discussion on document 8.4B, Investigation Committee Terms of Reference, comments were offered regarding:

- A requirement rather than "reasonable effort" to include at least one Indigenous person "to a panel that will make a decision on a matter involving Indigenous-specific

racism or discrimination, Indigenous practices, and/or a complainant or respondent who is an Indigenous person":
  - The Committee composition is based on the requirement in the bylaws
  - The intent was to have some flexibility, if availability was an issue, to allow files to move forward in the event that there was no Indigenous representation; with the inclusion of George Harris Jr. on the Committee, the wording can be amended.

During discussion on document 8.4E, Accreditation Committee Terms of Reference, comments were offered regarding:

- A suggestion that every effort be made to include one dental anesthesiologist on the Committee:
  - The Terms of Reference set a minimum requirement, though there can be more members than the minimum required, and flexibility is needed to allow for broader representation
  - There is a risk that the Committee would be unconstituted if specific representation is not available
- Concern about the composition of the Committee if there are no dental technicians, as required in the bylaws:
  - Dental therapists are categorized as dentists in a limited class
  - Though recruitment was broad, there were no applications from dental technicians or dental therapists
  - There have been no complaints against dental therapists
  - There may be a need for specific targeted recruitment for certain professions.

During discussion on document 8.3F, Board, Committee and Advisory Working Group Remuneration and Expense Policy, comments were offered regarding:

- Concerns about the amendment after already having an expectation for the remuneration and schedule for the year:
  - The issue of Board remuneration had been raised with the Superintendent's Office, which confirmed it was not involved in remuneration discussions
  - The Board has the authority to set its own remuneration policy
  - Staff completed a risk assessment, recognizing Board service as professional regulatory work that should be compensated
  - Previously, Board members received an annual amount that covered meeting and preparation time for four meetings per year
  - With the move to the HPOA and the appointment of all Board members, there was uncertainty around government reporting entity status and whether Treasury Board directives applied, which initially limited compensation to a per-meeting amount without preparation time; subsequent clarification confirmed that Treasury Board directives do not apply
  - A risk assessment was completed to address concerns about being an outlier in how Board members are remunerated
  - This schedule is aligned with other health profession colleges and comparable to prior compensation levels

  - Staff will make changes if directed, but the assessment is to align with other colleges at the highest level
  - This is an unpredictable landscape, staff recommended aligning with peer colleges to reduce risk
- Whether training sessions are included in remuneration
- Whether other Colleges pay a retainer in addition to meetings:
  - A retainer was not considered, nor is it under the Treasury Board either
- Note that there is no compensation for reading materials before and between meetings
- Note that on other boards, a retainer was provided to recognize the work done between meetings; this could be considered from a risk and workload point of view:
  - All policies are up for review annually
  - Clarity will be sought on the impacts of being a government-regulated entity; the impact of having a fully appointed Board is not understood
- The importance of recognizing the risk assessment done by staff
- The Cayton report, which highlighted the importance of reasonable compensation to reduce the risk of undue influence and to reinforce Board members' duty to the Board
- BCCOHP's remuneration, which is at the higher end of the normal range
- Comfort with remuneration as long as it reflects the full scope of work.

During discussion on document 8.3A, Board Member Conduct Agreement, comments were offered regarding:

- Note that the expectations of conduct are clearly laid out, but clarification on accountability and recourse is needed, including the pathway for addressing issues at the Board level:
  - This is a complicated process in the HPOA; Board appointments are done via recommendation from the Superintendent's office to the Minister, who makes the appointment
- Clarification if the Minister would be the authority to rescind an appointment at the Board level
- A question on the process to resolve an issue at the Board, and the expectation of the Board Chair to escalate this to the Superintendent's office:
  - A process would be laid out as a policy, but not in the Code of Conduct
- Suggestion to research what other regulators have in place:
  - Concern about locking into a process that prevents latitude
  - Issues would go through the Board Chair as a complaint or observed behaviour
  - Staff will check with other regulators and bring this back to the Board
- Note that there is no clear direction on the proper channels of communication between staff and Board members, and this should be addressed through the Chair and Registrar, who will take it to the staff:
  - This approach aligns with good governance and oversight principles and responds to concerns identified in the Cayton Report, where direct Board interactions with staff were found to be disruptive to operations

- Board discussions should occur within the structure of Board meetings and not be discussed outside those meetings.

Julie Akeroyd referenced the ability to reach out to the Board Chair directly, as outlined in the Governance Manual. This is not a static process and will continue to be reviewed and monitored as the process evolves.

9. **Board Meeting Dates** ***(attachment)***

During discussion on the resolution, comments were offered regarding:

- Concern about not having a meeting from June to December and desire to add a fourth meeting; there will be activities reported from the five Committees
- Implied savings by having a smaller Board (i.e., 10 to 12 members), allowing capacity to add another meeting, potentially a half-day or virtual meeting
- Concern about proper governance and oversight, with a five-month gap between meetings:
  - It has not been determined if workshops will be in person or virtual
  - The bylaws only require two meetings a year; the schedule will be steered and determined by the Board
  - If more meetings are needed, that can be done
- Appreciation for the educational opportunities, but concerns with the commitment required:
  - The legacy was a two-day meeting, with one day for education and one day for the meeting
  - The schedule is iterative and can be structured with four meetings, with options for a workshop on one of those
- Note that the needs, based on the Board's responsibilities, were discussed at the last meeting; a change in cadence is desired, with an additional day added
- Note that BCCOHP did not hold any workshops in the past
- Note that proper oversight and good governance require reviewing budgets and Committees more than every four months
- Note that virtual meetings save money while still keeping the Board connected
- Value in education sessions that align with the Board's priorities (e.g., conduct a survey for feedback)
- Scheduling closer to dinner to take up less time in the day:
  - The Board requests four meetings per year, that any education sessions be connected to the dinner to reduce travel

Following the ensuing discussion, it was determined that an amended resolution would be brought forward to the Board via e-vote.

RESOLUTION:
It was MOVED (Bertrand Chan)
RESOLVED that the BC College of Oral Health Professionals Board approves the proposed meeting dates for 2026/2027.

TABLED

10. Public Questions

No questions were brought forward.

11. Closing of Meeting / Honouring the Transition

This concludes the Open Meeting – 12:08 p.m.