

## **PIBC Bylaw Amendments – 2018... What's Happening?**

### **Introduction:**

PIBC has, through its Professional Conduct Review Committee and in consultation with legal counsel, worked over the past year to develop a number of revisions to Part 13 of the Institute's Bylaws – the portions that outline and govern the professional conduct and disciplinary processes. The revisions are being proposed to help ensure the efficiency and effectiveness of these important processes. These revisions are also informed by the Institute's past and recent experiences with respect to the operation of the disciplinary process.

In accordance with the Institute's Bylaws members are being asked to consider and vote to approve the proposed Bylaw changes as a special resolution at the 2018 Annual General Meeting (AGM) being held **Friday June 1, 2018** in Victoria. Formal notice of the AGM and details of the special resolution have been circulated to all members as of May 11, 2018. Information is also posted on the Institute's website, and was further circulated via the Institute's social media channels.

### **Summary of Special Resolution:**

#### **Amendments to the Institute's Bylaws**

The special resolution provides for a number of amendments to the Institute's Bylaws to update and revise PIBC's professional conduct and disciplinary processes.

The key Bylaw amendments are briefly summarized and explained here for background information:

- **Committee Structure:** Changes to a number of sections to remove the 'Evaluation sub-committee' from the internal structure of the 'Professional Conduct Review Committee' and re-organize the Committee accordingly. This is intended, in part, to improve and streamline the Committee structure and the efficiency of the disciplinary process.

Additional language added that provides for the Review Committee chair to identify and designate a deputy chair from amongst the Committee, allowing for more effective and collaborative use of volunteer resources on the Committee.

- **Revised Process:** Changes to a number of sections to remove references to the 'Evaluation sub-Committee' portion of the disciplinary process accordingly. This is again part of streamlining and improving the Committee structure and the timeliness and efficiency of the disciplinary process.
- **Revised Initial Investigation:** Changes to several sections related to the initial investigation elements of the disciplinary process shifting from an investigation by a single case officer to an investigation by two case officers working together. This is intended to improve the initial investigation portion of the disciplinary process and provide for a more collaborative approach – rather than relying on a single volunteer investigator. Further changes elsewhere throughout various sections update language to be consistent with this approach.

Additional language added that provides for support and guidance from the Review Committee chair during the initial investigation as may be required.

- **Updated Terminology – Committee Chair:** Changes to several sections simply updating the wording used when referring to the Review Committee chair (changing from ‘the chair of the Review Committee’ to the simplified ‘Review Committee chair’).
- **Withdrawal of Allegations:** Additional language added to articulate and guide the rare circumstances in which an allegation of misconduct against a member might be withdrawn prior to a formal review hearing, where particular circumstances warrant. The language provides for clearer guidance and an appropriate process for consultation by the Review Committee chair with legal counsel and the investigators in a particular case, as well as for documentation and reporting of such a decision, if and when one might be made.
- **Other:** A number of other proposed minor language, wording, numbering, and structural changes have been included throughout Part 13, to ensure consistency and clarity, in keeping with the more substantive changes briefly summarized above.

### **Questions & Next Steps:**

The proposed special resolution (see separate full text) will come forward and be voted on at the **AGM** to be held in Victoria on **Friday June 1<sup>st</sup>, 2018**. If you have any questions about the meeting or any questions about the special resolution please...

#### **Contact Us:**

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