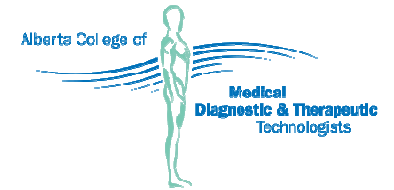


Open Council Meeting Guidelines – For Visitors



Mission

The Alberta College of Medical Diagnostic and Therapeutic Technologists exists so that the public is assured of receiving safe, competent, and ethical diagnostic and therapeutic care by a regulated and continually advancing profession.

Guidelines for Visitors

Agenda

Please refer to the meeting agenda available in the Council boardroom or available in hardcopy from ACMDTT staff.

Disruption to Ongoing Operations

We ask that visitors respect the need to minimize disruption to ongoing operations of the College during Council meetings and contain their attendance to the reception and boardroom areas of the College.

Interview

Members of the press who wish to arrange an interview must make prior arrangements through the Corporate Services Administrator.

Observer Status

Visitors are welcome but they are here as observers only. Visitors are asked to abstain from applause and making any interruptions or disturbances during the meeting. Visitors may be asked to leave if they do not maintain observer status in the strictest sense.

All visitors are to provide their name and contact information in advance to the Corporate Services Administrator.

Guidelines for Closure of Council Meetings

As required under the *Health Professions Act*, meetings of Council will be open unless the Council determines that part of the meeting shall be held in-camera. The decision to close any portion of the meeting is one that will be debated in a closed session by the full Council and will be supported by written reasons documented in the minutes.

Council will deliberate whether the potential concerns around discussing the issue in the open outweigh the principle of the openness.

The following guidelines define those issues for which closure of the meeting may be considered:

- Matters involving public security.
- Matters where financial, personal or other information may be released of such a nature that the desirability of avoiding public disclosure of them in the interest of the individual(s) outweighs the desirability of adhering to the principle of openness.
- Matters where a person involved in a criminal proceeding or civil suit or proceeding may be prejudiced through disclosure.
- Matters where personnel matters will be discussed.
- Matters where acquisition of property (land) will be discussed.
- Matters where instructions will be given to or opinions received from the College's solicitors or College business.
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- Matters where the risk to the College outweighs the adherence to openness.