

AGM Minutes



Minutes of the Saskatchewan College of Physical Therapists Annual General Meeting, held at the Travelodge Hotel in Regina, Saskatchewan, on April 23, 2016.

Present:

Ashcroft, Louise	Funk, Suzanne	Nairn-Pederson, Lacey
Bath, Brenna	Graham, Anne-Marie	Oosman, Sarah
Beck, Leslie	Green, Brandy	Pawlyshyn, Kelly
Beharry, Pat	Greenberg, Elyse	Pederson, Cindi
Bourassa, Richard	Johnston, Isobel	Rackow, Elizabeth
Burridge, Heather	Kane, Kyra	Sarauer, Sarah
Cuddington, Cathy	Lovo-Grona, Stacey	Weber, Garnette
Cursons, Melissa	Mickalishen, Linda	Wiechnik, Chris
Descottes, Tasha	Mueller, Kristie	Yathon, Jodie

Also in attendance: Kelly Pawlyshyn (inactive member); Lynn Kuffner, SCPT Executive Director/Registrar; Richard Porter (Public Representative); Tammy MacSymetz (SCPT Office Manager); Lorna McMillan, SPA Executive Director.

Absent: Judy Grant (Public Representative)

1.0 Call to Order – called to order by S. Sarauer at 09:32.

President's comments – reviewed printed materials that are available today; Brag 'n' Steal presentation will start immediately after meeting/lunch (depending on length of meeting); financial copy on each table; microphone in centre of room – please use it, state name, residence, then speak. Rules guiding meeting are referenced from Perry and Perry Call to Order. Quorum is the majority of the voting members present at the meeting.

Motions will not be accepted from the floor at this meeting. SCPT sent out an email request for motions to come forward to Council 30 days prior to AGM. No motions were received for AGM 2016.

2.0 Introduction of Council – S. Sarauer

Council and Public Representatives introduced. Usually have 3 Public Representatives, but awaiting government appointment of third.

3.0 Appointment of Scrutineers

Motion: to appoint Tammy MacSymetz and Richard Porter as Scrutineers for 2016 SCPT AGM

Moved by: C. Pederson

Seconded by: H. Burrige

CARRIED: Motion: 16.045

4.0 Approval of Agenda

4.1 Approval of 2016 AGM Agenda

Motion: to approve the agenda for 2016 AGM as presented

Moved by: E. Rackow

Seconded by: T. Descottes

CARRIED: Motion:

4.2 Approval of previous AGM Minutes

4.2.1 2014 AGM minutes

Motion: to approve the minutes for 2014 AGM as presented

Moved by: C. Pederson

Seconded by: C. Cuddington

CARRIED: Motion: 16.046

Discussion: there were changes proposed for these minutes at 2015 AGM; changes made and now need to be approved by membership.

4.2.2 2015 AGM minutes

Motion: to approve the 2015 AGM meeting minutes as presented

Moved by: H. Burrige

Seconded by: G. Weber

CARRIED: Motion:16.047

4.3 Consent Agenda

4.3.1 Executive Director and Registrar's Report

4.3.2 Nominations Committee Report

4.3.3 Registration Committee Report

4.3.4 Continuing Competency Committee Report

4.3.5 Public Representative Report

4.3.6 Support Worker Committee Report

4.3.7 Professional Conduct Committee Report

4.3.8 Legislation Committee Report

4.3.9 Communication Committee Report

Motion: to approve the Consent Agenda as presented

Moved by: C. Pederson

Seconded by: E. Rackow

CARRIED: Motion: 16.048

5.0 President's Report – presented by S. Sarauer

Motion: to approve the President's report as presented

Moved by: C. Pederson

Seconded by: A.M. Graham

CARRIED: Motion: 16.049

Discussion:

- Thanks to T. Descottes, L. Kuffner, T. MacSymetz for preparing the Annual Report
- See Annual Report for complete details
- Regulatory bylaws have been passed and posted to the website.
- Thanks to the Legislation committee for their work on the bylaws.
- Submitted proposed changes to the Act – re-submitting in 2016 as did not make it onto government agenda this past year.
- Thanks to each committee chair and members; to nominations committee for recruitment of committee members.
- Thanks to E. Rackow for her continued leadership and support as outgoing President last year.
- Key issues upcoming include: telerehabilitation, clinical practice guidelines, Criminal Record Check.

6.0 Finance Committee/Treasurer's Report – presented by B. Green

6.1 Financial Results

Motion: to accept the 2015 Financial Results as written in the Annual Report

Moved by: B. Green

Seconded by: H. Burrige

CARRIED: MOTION: 16.050

Discussion:

- L. Beck (Regina): question re: large amount in the checking account. B. Green explained the daily operating budget sits at approx. \$300,000, we have been advised to keep reserves in easy access savings accounts. Still exploring higher interest options.

6.2 2016 Budget

6.2.1 2016 Budget

Motion: to accept the 2016 Budget as presented

Moved by: B. Green

Seconded by: T. Descottes
CARRIED: Motion: 16.051
Discussion: highlights of budget

7.0 Fee Bylaws – presented by B. Green

7.1 2016-2020 Fee Bylaws

7.1.1 Fee Bylaws

Motion: to approve the Fee Bylaws for 2016-2020

Moved by: B. Green

Seconded by: C. Pederson

CARRIED: Motion: 16.052

Discussion: Fee Bylaws were not submitted within the 30-day window last year (Executive/office staff not aware of deadline), so they will be submitted after re-ratification.

8.0 Appointment of Thorp & Co. as Auditor for 2016-17

Motion: to appoint Thorp and Company as the auditor for 2016-17 year

Moved by: B. Green

Seconded by: E. Rackow

CARRIED: Motion: 16.053

9.0 Committee Reports

9.1 Professional Standards of Practice Committee Report

Motion: to accept the PSOP Committee report as presented

Moved by: C. Pederson

Seconded by: S. Lovo Grona

CARRIED: Motion: 16.054

Discussion: thanks to all committee members

- Acupuncture – revised list of approved courses
- CPG #21 re: IFOMPT courses
- Reviewed all specialized procedures to ensure they met the bylaw requirements.
- Committee answered numerous questions from members re: standards of practice throughout the year.
- New CPG #22 Supervision of Student Learners – emphasizes importance of guiding new therapists and also helps with ongoing learning of the supervising therapist
- An additional dry needling course was approved and the list was updated and re-posted to the website.
- Clinical specialist designation – asked council to review; will be ongoing for consideration.
- CPG 17(Use of Instruments) and 11(Pelvic Floor Retraining) reviewed and given to council for approval

- Work on telerehabilitation – work toward development of CPG

9.2 Discipline Committee Report

Motion: to accept the Discipline Committee report as presented

Moved by: R. Bourassa

Seconded by: E. Rackow

CARRIED: Motion: 16.055

Discussion:

- Introduction of current DC members
- One case: ADR failed, joint meeting between DC and PCC legal counsel
- Revised terms of reference and administrative process policy; will be shared with members once approved.

9.3 Alliance Report

Motion: to accept the Alliance Committee report as presented

Moved by: B. Green

Seconded by: S. Lovo Grona

CARRIED: Motion: 16.056

Discussion:

- First computer based exam July 2015 – several issues identified (mostly due to local sites issues)
- All members received 4 hours for exam completion, despite disruptions.
- External exam review to review entire exam process. Takes about 1 year. Done every 3-5 years to ensure exam meets standards
- Project examining content of exam – practice analysis; Survey coming out in fall 2016 that will help to develop blueprint of exam.
- Psychometric error – 50 false pass scores delivered across Canada. Ad hoc committee formed to develop strategies to prevent recurrence of error.
- WCPT meetings (Singapore) and INPTRA meeting. Meetings in Singapore; meeting in New Orleans re: running an efficient board.

10.0 Presentations to outgoing council member- S. Sarauer

10.1 B. Green – Treasurer

11.0 Election Results (Acclaimed)

11.1 President-elect: B. Green

11.2 Members of Council: Tasha Descottes

11.3 Member of Council: Cathy Cuddington

11.4 Member of Council: Jodie Yathon

11.5 Member of Council: Karla Horvey

12.0 Complaints Process Office Procedure – presented by L. Kuffner

12.1 Complaints Process Office Procedure – presentation/update

For discussion/presentation only. L. Kuffner encouraged all members to submit feedback on process document and email them to the office.

Discussion: Discussion from the floor occurred

S. Sarauer adjourned the meeting at 11:09.

DRAFT