

AGM Minutes



SCPT AGM 2020- June 13, 2020 via WebEx 9-10am

In attendance:

Bev Wilson, Lacey Nairn Pederson, Dale Pitura, Daysha Shuya, Cathy Cuddington, Christine Epp, Deborah Poncsak, Heather Burrridge, Kent Earle, Aaron Awdhan, Krista Salter, Lauren McLellan, Lisa Harradence, Marilyn Debnam; Melissa Cursons, Peggy Proctor; Richard Bourassa; Suzanne Funk; Tamara Kapell, Sherry Gunderson; Barbara Anderson, Moira Stoll; Liz Rackow; Leah White; Anne-Marie Graham; Betsy Mawdsley; Pat Beharry; Amanda Crow; Cathy Arnold; Doria Michalishen; Emily Phillips; Gunnar Schock; Isobel Johnston; Jaelyse Gorgchuck; JoAnn Nilson; Juliet Sargeant;; Lisa Evans; Michelle Keene; Pooja Madnani; Karla Horvey

Present: B. Green, T. MacSymetz; J. Grant; J. Hunchak; S. Illerbrun, K. Harrison

Chair: D. Shuya

Minute Taker- T. Descottes

1. Call to order: 9:00am

2. Introduction of Council and Executive- D. Shuya

- Thank you to Continuing Education in Rehabilitation Sciences (CERS) for making WebEx meeting possible
- Process of how to get IT help during meeting and thank you to Dale, Joy, Willem
- All documents available through the website
- Rules following Perry and Perry rules of order
- Quorum is majority of the number of attendees
- As per SCPT Policy, Motions from the floor were asked to be pre-submitted and none were received
- Introduction of Council and Executive Committee/School of Rehabilitation Sciences representatives/Saskatchewan Physiotherapy Association representatives

3. Voting Information and Appointment of Scrutineers

Motion: to appoint Tammy MacSymetz and Brandy Green as scrutineers for AGM

Mover: D. Pitura

Seconder: M. Cursons

CARRIED: MOTION: 20.049

4. Agenda

4.1. Approval of Agenda and Consent Agenda

Motion: to approve the agenda and consent agenda as presented

Mover: D. Pitura

Seconder: T. Descottes

CARRIED: MOTION: 20.050

4.2. Approval of Previous AGM Minutes

Motion: to approve AGM 2019 Meeting Minutes as previously circulated

Mover: T. Descottes

Seconder: L. White

CARRIED: MOTION: 20.051

3 Abstained

5. Leadership Reports

5.1 President's Report- D. Shuya

- full report can be found in the Annual Report
- thank you to all of the volunteers, executive, Tammy MacSymetz
- thank you to Brandy Green for filling the interim role of EDR 2x since last AGM

5.2. EDR Report- B. Green

- full report was pre-circulated in the Annual Report
- thank you for all of the committees and their chairs
- Special acknowledgement of Policy Development Committee and Continuing Competency Committee- who have been doing a lot of work this year
- thank you to the Executive Committee

Questions/Discussion:

- What are the plans for EDR?
 - o EDR is interim until October
 - o Will be discussed at next Council meeting- those minutes once approved will be put on the website

- Financial Report

6.1. 2019 Financial Results

Motion: to accept the 2019 financials as circulated in Annual Report

Mover: L. Rackow

Seconder: T. Kapell

CARRIED: MOTION: 20.052

Discussion:

- Income is high compared to budget for a few reasons
 - o SCPT budget for discipline is an unknown, and hearings are expensive but there was little activity for discipline committee
 - o Investment was higher than budgeted. As a point of information, SCPT reviewed our strategy and agreed to keep them conservative- will continue to have them in secure GICs to mitigate losses
 - o Some of the projected work that was budgeted for was not done

Questions regarding 2019 financials?

- None received

6.2 2020/2021 Budget

6.2.1. January 2020-May 2020

6.2.2. June 2020-May 2021

Discussion: (January 2020- May 2020)

- Difficult to make a 5 month budget and extra difficult as most of the income comes in during that time (from registration)

Discussion: (June 2020 – May 2021)

- Lots of projects on the plan for that time frame (one time projects)
- Large amount budgeted for process of recruitment for new EDR
- Strategic objectives- these are some of the one time costs that are going on
- Projected deficit budget for next year, however, SCPT is not planning to increase fees for 2021 as we intend to use previous years' surplus to meet the financial objectives of this year

Question:

- What are the proposed projects? HR Manual; Public Survey; Accounting Advisory; CCP Project
- Alliance Fees- why is there an increase? This is set by the Alliance and the fee increases 2%/year for the registrant levy (based on the number of registrants); we also pay a flat membership cost of \$500, which has not increased recently. Alliance committee/representative expenses also increased in the budget- secondary to the addition of a third face to face meeting each year.
- Budget spreadsheets also available in the Annual Report for further clarifications
- Did the budget take into account the different timelines for the students (post pandemic)- it did
- Cathy is open to any questions if anyone has further questions after the meeting

Motion: to approve June 2020-May 2021 Budget as presented

Mover: C. Cuddington

Seconder: L. Rackow

CARRIED: MOTION: 20.053

6.3. Appointment of Auditor

Motion: to appoint Thorpe and Co as auditor for January 2020 to May 2020 year end audit

Mover: C. Cuddington

Seconder: D. Poncsak

CARRIED: MOTION: 20.054

7. Administrative Bylaw Amendments

7.1 Admin Bylaw 18- Electronic Attendance

Motion: to approve Admin Bylaw 18 as circulated

Mover: J. Nilson

Seconder: L. Nairn Pederson

CARRIED: MOTION: 20.055

7.2. Admin Bylaw 21- Year End

Motion: to approve amendments to Admin Bylaw 21 as circulated

Mover: L. White

Seconder: M. Cursons

CARRIED: MOTION: 20.056

7.3. Fee Bylaw Amendments

Motion: to approve changes to Fee Bylaws as circulated

Mover: M. Cursons

Seconder: K. Horvey

CARRIED: MOTION: 20.057

1 Abstain

Discussion:

- No regulatory bylaws to be taken to government at present- have just found out that they have resumed acceptance of same, so may be able to bring some to September AGM
- Question: what is extended access license? Answer provided for same

8. PCE Licensure Requirement Working Group- D. Pitura

- COVID delayed this project
- Had done a lot of literature review prior to COVID; developed list of questions to ask Alliance and the SRS- submitted to both and then COVID came
- Alliance and the SRS are providing answers
- Once have the information, committee will reconvene and decide on further progress
- Will determine if further evidence is required and then do up their report and make their recommendations to Council
- Thank you to the committee members

9. Continuing Competency Program Update- K. Horvey


- Overview of the plan proposed by CCC

- The program will be fluid

Questions:

- Who will be vetting the documents?
 - o The first year- will be using the first year as a trial to see what kind of documents members submit and may have to change accepted templates; as such the Continuing Competency Committee will be doing much of the review that year. SCPT will then be considering staffing requirements to manage the process moving forwards.
- Wanting the program to be sent to the SHA Clinical Standards and Professional practice portfolio (Director- Lisa Harradence)
 - o CCP to reach out to Lisa after the meeting

10. Adjournment: 10:07am

Signature:  (President) Date: 30 Sept 2020

Signature:  (Secretary) Date: Sept 30, 2020