

Council Minutes



SCPT Council Meeting Minutes via Teleconference on March 16, 2022 on Redbooth 5:30 pm

Present through Zoom: J. Vogelsang (EDR); C. Cuddington; D. Pitura; K. Mueller; L. McLellan; A. Crow; K. Horvey; J. Grant; J. Hunchak; L. Hall; W. Chukwu; K. Large.

Absent: K. Neill.

Call to Order: 5:30 pm by D. Pitura.

President acknowledges Treaty 4 territory and is running the meeting from this location.

1. Agenda

1.1. Approval of Agenda

Motion: to approve the agenda and consent agenda.

Mover: A. Crow

Second: L. Hall

CARRIED: MOTION:22.003

1.2. Declaration of Conflict of Interest- none declared

1.3. Minutes of Previous Council Meetings

1.3.1 December 15, 2021

Motion: to approve the December 15, 2021 Council meeting minutes.

Mover: L. McLellan

Second: J. Grant

CARRIED: MOTION: 22.004

1.3.2 January 18, 2022

Motion: to approve the January 18, 2022 Council meeting minutes.

Mover: L. McLellan

Second: C. Cuddington

CARRIED: MOTION: 22.005

2. Items for Vision

2.1 Governance

2.1.1 Combined Standards Document and Practice Resources

- This project was started with the previous interim EDR.
- Should provide convenience to practitioners and be more easily understood by members.
- EDR would like to discuss: 1. The document itself and 2. Guidance on incorporating some certain areas e.g. specialized procedures (right now there is not a matching core standard at the national level). Office may consider creating a practice resource for certain areas (e.g. consent, advertising) and these areas may need additional guidance.
- This document is the baseline that PCC and DC would reference.
- Great job, nice it is consolidated, and is well planned.

Motion: to approve the Combined Standards Document as presented.

Mover: C. Cuddington

Seconder: K. Horvey

CARRIED: MOTION: 22.006

ACTION 2.1.1 EDR to provide above feedback to PSOP regarding the Combined Standards Document and PSOP/EDR/Practice Advisor to develop some Practice Recourses to present to Council.

2.1.2. Preliminary PCE Survey Results

- 150 full responses.
- Most feedback was similar to PCE report recommendations.
- When presented with the three options for the alternative, there was no clear direction.
- More details will be provided from Praxis.
- At one point this information was time sensitive, EDR would like some guidance. It is different now that there is no formal CAPR exam, compared to when this plan was developed, so there is less urgency.
- President would like feedback. Do we wait for Praxis? Do we need a different type of question to get some additional feedback?
- It would be helpful if we had deeper information from Praxis with analysis before making a plan.
- More analysis. Would like a breakdown between supervisors/restricted licensees/restricted licenses in last 5 years/age/length of practice/IEPT vs Canadian trained grads etc.
- President reminding that CAPR is now doing an expert panel review for what things can look like in the future. Should get more info from Praxis and get a feeling of the trend of the expert panel and to see if it is similar to what we are considering?

ACTION 2.1.2 EDR to provide final results of survey from Praxis at the May Council meeting.

2.1.3 Reporting Calendar

- Reviewed reporting calendar.

- Some are reported at every meeting, investment numbers and communication numbers will alternate meetings.
- Other operational milestones are included at bottom of document and would be presented to Council in EDR report.
- Helpful resource appreciated by Council.
- Can it be provided in an actual calendar?

2.1.4 Planning for Strategic Planning

- Our current stat plan has run its course. It needs to be redone.
- We need to consider scheduling and who should attend?
- Consider an outside facilitator.
- Options are end of June or September, October, or November.
- Polling of Council of when works best? Most were supportive for first couple weeks of October.
- Hopefully will be in person.
- Council is supporting of inviting Committee Chairs.

ACTION 2.1.4 EDR to contact facilitators to arrange for Strategic Planning session.

ACTION 2.1.4 EDR to send a doodle around regarding a date for Strategic planning (first two weeks of October or November if needed).

ACTION 2.1.4 EDR to invite Committee Chairs to Strategic planning session.

3. Items for Decision/Direction

3.1 Fiduciary

3.1.1 Q3 Financials

- EDR presented Q3 actuals. A bit above on memberships and PBA fees (that immediate goes out in expenses for the PBA).
- Alliance expense is down due to no travel for meetings.
- An increase in number of complaints in the last year. One required an external investigator.
- External stakeholder expenses are as expected/budgeted.
- Credit card fee has increased. More payments as we no longer take employer payment directly and people paying PBA fees.
- As addressed before, there was an error in the budget around Practice Advisor role.
- We have not filled Admin assistant role.
- Overall the first three quarters are on target. EDR reviewed Q4 financials to ensure projected are closer to reflect what actuals will be. On target for approximate \$66 000 deficit but still some unknown.
- President asked for Q4 projected and expected total.

Motion: to approve Q3 actual financials, as presented.

Mover: K. Horvey

Second: L. Hall

CARRIED: MOTION: 22.007

3.1.2 2022-2023 Draft Budget

- Treasurer presented. We are working in a deficit budget with deficit funds coming out of reserves from previous years
- New applications for registrations and PBA bring more money in.
- A couple unknowns, if we want to make any bylaw changes they would need additional work.
- All discipline hearing items moved in to one line item. At this time a lot of guesstimating regarding our lack of strategic plan, some estimates are placeholders.
- EDR expenses are higher as he is based in Regina needing to travel to office in Saskatoon. Likely will need to go a couple times a year, but is an estimate.
- Practice Advisor moved to employee, no longer looking for new admin assistant role.
- Asked if we are projecting a deficit is there a place for us to make it clear in the budget that it will come out of reserve funds? EDR will adjust for next meeting.

3.1.3 Stipend/Honorarium Rates

- Have not been reviewed for a few years.
- Do we want Finance to look at the stipend/honorarium rates?
- Finance felt last year it was time to review.

ACTION 3.1.3 Finance Committee to review the stipend and honorarium rates, present it in the budget, and provide a recommendation to Council.

3.2 Strategic

3.2.1 Draft Communication Plan

- Plan was sent back to Communication Committee.
- EDR updated the plan and was reviewed by Communication Committee.
- Focusing around audience helped to streamline plan for presentation.
- Provides good direction.

ACTION 3.2.1 EDR to implement Communication Plan and distribute to Committee Chairs.

3.2.2 CCC-CCP Evaluation

- Will do a qualitative analysis of the CCP.
- Looked into options and ended up with a Ph. D student at U of S. Has experience with focus groups.
- CCP chair and EDR met with Brenna Bath regarding the option with a Ph. D. student. Helped develop the number of hours, typical cost for grad students and a normal rate per hour for grad students.
- Typically 300 hours is what is projected for summer students and likely would be enough for this project. Will depend how much interest for how many focus groups are needed.
- Motion also would include the focus group and a write up for Council and possibly a write-up for publication. Ethics exemption is completed.
- Would follow up questions for CCP be provided? What it is, how it works, is it accomplishing what is needs to be?

- This would be in budget between this year and next year (half and half). Already in next year's budget.
- Hopefully focus groups would be in April. Fall would be when paperwork would be provided on tentative timeline.

Motion: to approve the proposed \$8160.50 (half this year and half next year budget) to complete a focus group evaluation of the CCP.

Mover: K. Horvey

Seconder: A. Crow

CARRIED: MOTION: 22.008

3.2.3 Pessaries Addition to Scope

- Provided from PSOP. Have had some questions from members to clarify if this is in scope. Also questions from SHA if these are in scope as they are developing their own policy.
- Provinces vary in their position.
- PSOP felt this was in scope (details provided in meeting package).
- This is another area that would be linked to specialized procedure and likely its own practice resource.

Motion: to approve the use of pessaries as within scope of practice for pelvis floor certified physical therapists in Saskatchewan, who have taken the additional education to become competent in this specialised component of pelvic floor practice.

Mover: K. Mueller

Seconder: C. Cuddington

CARRIED: MOTION: 22.009

ACTION 3.2.3 Practice Advisor to develop resources around pessaries (practice resource relating to pessaries).

3.2.4 PCC Complainant Information

- PCC four requests. First three can be completed by EDR as are administration in nature.
- The fourth is a mix of administration and philosophical and related to if we de-identify member and complainant when no further action is necessary is recommended to Discipline and Council. At this time we de-identify the member and the complainant. PCC wants to know if we should revisit.
- Council would like some clarity outlining the process and expectations would be very helpful.
- Due to people who have multiple complaints is it important to hear that? Would still be confidential within Council and Discipline.

- Presently if a complaint would come in and no action determined the report goes to Discipline and Council and would have no names. If we change it then we could see the names of both.
- EDR's previous experience. Initially the names were identified. It opens a door of potential unintended bias for Discipline Committee and Council. Understands PCC does need to know this information.
- Discussion that PCC would benefit from knowing the names.
- Do we want legal opinion to make sure we aren't over or under stepping?
- What do other groups do with this?
- For the first three points, it is more administrative and EDR stated he could develop document.
- Value of having public rep on PCC when we get a new rep.

ACTION 3.2.4 EDR and PCC to make administrative change for the first three points of the PCC IFD. For last request EDR and PCC to review the process between PCC/DC/Council and what is presented.

3.3. Other

3.3.1 Dry Needling Course Approval

- Currently if a member wants to take a specialized course there is a set of preapproved options on the website. If not included, an application goes to EDR office, then goes to CERS to review and they send back a recommendation.
- CERS recommending approval.

Motion: to approve the Anatomical Neuropathic Intramuscular Stimulation (AN-IMS1) Course and add it to the SCPT approved Dry Needling course list.

Mover: C. Cuddington

Seconder: J. Grant

CARRIED: MOTION: 22.010

4. Items for Information

4.1 Governance

4.1.1 Consent Agenda

- 4.1.1.1 Executive Committee Minutes (February 1, March 8)
- 4.1.1.2 Communication Committee Minutes (February 16)
- 4.1.1.3 CCC Minutes (December 20)
- 4.1.1.4 Discipline Committee: NTR
- 4.1.1.5 Finance Committee Meeting (February 23)
- 4.1.1.6 Governance and Nominations Committee: NTR

4.1.1.7 Legislation Committee: NTR

4.1.1.8 PCC: NTR

4.1.1.9 PSOP Committee Minutes

4.1.1.10 Registration Committee Meeting Minutes (January 5, February 10, March 7)

4.1.2 Alliance Update

- President presented IFD.
- Meeting regarding allowing Ontario to stay in Alliance was completed. The Ontario College had not paid fees at time of meeting so they were no longer a member of the Alliance. Initial amendment was that Ontario pay their fees and maintain their membership to Alliance. That amended motion didn't make it to the floor. The motion to expel Ontario did not pass however Ontario was not a member as they didn't pay their fees.
- Other than Quebec Yukon and Manitoba, every other member provided a loan to CAPR.
- Previous CEO stepped down. Current CFO is now acting CEO.
- Governance review is in process. Jason, Cathy and Dale were interviewed by external company. Feedback will hopefully be provided at CAPR's May meeting.
- Expert panel review. Discussion earlier included that NAPG to be involved. What actually happened, the expert panel was being overseen by the evaluation committee from CAPR. Changes of the terms of reference was adjusted to allow a member of NPAG to be able to be a member of the evaluation committee. Good applicants/resumes to the expert panel board.
- What happens with finances with Ontario out (since they are a big contributor)? They have changed, impacted \$250 000 in the fee category so would be absorbed in their line of credit.
- Manitoba and Quebec continue to look at ability to provide grant.
- Loan agreement in place for all groups.
- EDR stated a lot of interest in our PBA process.

4.1.3 EDR Report

- EDR commented there are documents on Sync relating to PCC. One is a resolution by mutual consent as a FYI. The website summary will be uploaded Thursday or Friday.
- Council member appreciative at the comprehensive report. Nice to have everything in one place.
- Eblast metrics were interesting. Low open/click rate. Response regarding the PCE survey.

4.1.4 Follow up on Action Items (CPSS; MOH Meetings)

- Expectation on vaccination status on clinicians. EDR followed up with CPSS and how they addressed concerns.
- Asked if anyone else in NIRO is considering this and none were.
- BC had requested the College disclose their member status of vaccines to the MOH.
- Public rep shared information from BC and the concern of health care professionals not being vaccinated, constitutes a concern. (from Vancouver Sun)
- In Sask. EDR reported no one is moving that way based on review. In BC there is no authority to request this information. Public rep inquired about the principles of informed consent.

- Public rep would want a recommendation on this and to circle back to the information of what the regulators will do with that information?
- Do we need to give any direction regarding clients request for practitioner's vaccine status? We likely need legal input. Inquiries to the office regarding this? Can EDR look in to this? Start with legal.
- Public reps attending MOH meetings. The feedback from NIRO members was that none do.
- President isn't opposed to invite a Public rep when the meetings occur.
- Public reps all get to meet annually with MOH and last one attended with previous President and EDR and found it very educational and valuable.

ACTION 4.1.4 EDR to follow up with legal regarding disclosing vaccine status to patients on request.

5. Meeting Summary

5.1 Action Plan Review

ACTION 2.1.1 EDR to provide above feedback to PSOP regarding the Combined Standards Document and PSOP/EDR/Practice Advisor to develop some Practice Recourses to present to Council.

ACTION 2.1.2 EDR to provide final results of survey from Praxis at the May Council meeting.

ACTION 2.1.4 EDR to contact facilitators to arrange for Strategic Planning session.

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ACTION 3.2.1 EDR to implement Communication Plan and distribute to Committee Chairs.

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ACTION 3.2.4 EDR and PCC to make administrative change for the first three points of the PCC IFD. For last request EDR and PCC to review the process between PCC/DC/Council and what is presented.

ACTION 4.1.4 EDR to follow up with legal regarding disclosing vaccine status to patients on request.

ACTION 5.1 Council to ensure Indigenous Representation/Presentation is on meeting agenda (was a previous motion).

5.2 Closing Comments, Next Meeting Date. May 25th, 2022. 5:30.

Motion: to go In camera.

Mover: L. McLellan

Seconder: A.Crow

CARRIED: MOTION: 22.011

J. Vogelsang (EDR) left meeting 7:43 pm.

In Camera starts: 7:43 pm

Motion: to end In camera.

Mover: K. Mueller

Seconder: K. Horvey

CARRIED: MOTION: 22.012

In camera ends: 7:56 pm.

5.3 Adjournment. Meeting ends 7:56 pm.

Signing approval of Council Meeting Minutes for Council Meeting held:

March 16, 2022.

Next Meeting date:

May 25, 2022.

President



Date June 6, 2022

Secretary



Date

May 31/22