

# Council Minutes



SCPT Pre-AGM Council Meeting Minutes via Teleconference on October 1, 2021 via Redbooth 3:30-6:23 pm

Present through Zoom: B. Green (EDR); J. Vogelsang (new EDR); C. Cuddington; D. Pitura; L. McLellan; J. Hunchak; A. Crow; K. Horvey; J. Grant; K. Harrison; K. Mueller; K. Large; J. Rice (Practice Advisor).

Absent: None.

Evote completed on September 6, 2021:

**Motion: to accept our Audited Financials as per September 2, 2021 statement**

Mover: C. Cuddington

Second: A. Crow

CARRIED: MOTION: 21.036

**Motion: to accept our Finances and Budget statement, as per September 2, 2021 statement.**

Mover: L. McLellan

Second: A. Crow

CARRIED: MOTION: 21.037

Call to Order: 3:32 pm by D. Pitura.

## 1. Agenda

D. Pitura introduced Jason Vogelsang (new EDR) and Jody Rice (Practice Advisor) to Council.

D. Pitura acknowledged September 30 (yesterday) Day of Truth and Reconciliation.

### 1.1. Approval of Agenda and Consent Agenda

- D. Pitura requesting to add an EDR performance evaluation discussion (in camera) following the Action Plan in the agenda.

**Motion: to approve amended agenda and consent agenda**

Mover: L. McLellan

Seconder: K. Horvey

CARRIED: MOTION: 21.038

1.2. Declaration of Conflict of Interest- none declared

1.3. Minutes of Previous Council Meeting

1.3.1. September 1, 2021

**Motion: to approve September 1, 2021 Council meeting minutes**

Mover: J. Grant

Seconder: A. Crow

CARRIED: MOTION: 21.039

## 2. Items for Information

### 2.1 Governance

#### 2.1.1 Consent Agenda

#### 2.1.2. EDR Report- Highlights

- No increased in numbers of meetings with NIRO (to discuss COVID) at this time. NIRO will continue to meet as needed to address COVID related concerns.
- Biggest risk right now for SCPT is the PCE clinical cancellation. This risk is a reputational risk. There is a lot of social media chatter and some small group Town Halls across Canada occurring. SCPT has not been approached by media to comment recently. The other risk related to this cancellation is a liability risk (for candidates having mental health issues relating to the cancellation). In some provinces there has been the threat of legal action. The other risk relating to this is the impact on the new cohort of PT graduates finishing in the next couple months. We need to have some communication with that group of what to expect regarding licensure.
- NIRO has decided to move forward with Citizen Advisory Group looking in to Regulatory Performance Framework. J. Vogelsang will be sitting on both working committees.
- Virtual care MOUs were discussed with NIRO and SCPT are on same track as other groups.
- Likely our Legislative Reform in 2019 to Government is going to be presented in Fall 2022.
- EDR continuing to work on recruiting volunteers for committees.
- Presently 11 complaints. Three relating to injuries from therapists, scope of practice concerns. Since last meeting three complaints were dismissed. EDR will circulate the information (redacted) on Redbooth to review.
- 55 restricted licenses right now.
- Timelines for complaints has been reasonable for processing.
- Council member asking about the PCC report and ability to report anonymously. Unable to properly investigate a complaint if it is anonymous so this is not an option.
- D. Pitura asking about volunteers for Citizen Advisory Group. The working group will develop a framework of how the group will function and will determine the spectrum of who would be on the group.

- Discussion around the member communication document is really helpful but if it is more operational? Suggestion made that a semi annual report summarizing it. Council agreed. Also beneficial to include an average time to respond to requests.

**ACTION 2.1.2.** EDR to create semi annual report to replace the Member Communication Document in meeting packages moving forward.

#### 2.1.3. Strategic Plan Update

- Reviewed what has been accomplished.
- Social media needs to be addressed. Practice Advisor looking in to how to use social media as a regulatory body.
- Risk review by Council should occur in spring 2022.
- Communication Committee has not met to develop a communication plan.
- Practice Advisor has had a heavy role in working on strategic plan goals.

#### 2.1.4. Risk Mitigation Reporting

- Our primary risk is around PCE exam cancellations, in different areas.
- At this time no negative member engagement during COVID.
- Complaint risk is related to volume of complaints. At this time PCC is managing ok and has not required additional resources. PCC also getting a new chair. If needing more manpower there is a reserve list. There is also an option for paid investigators if needed. Private investigators from out of province have been used for a few cases as they had a lot of regulatory investigation experience. Typically investigator is chosen based on needed skillset.

### 3. Items for Decision

#### 3.1 Fiduciary

##### 3.1.1 Q4 Financials 2020-2021

- Reviewed actuals of the financials for this reporting year.
- Increased number of restricted members, however we haven't lost any members. Overall we have more total members in Sask. Investment income was higher than expected.
- Continuing competency cost has reduced due to Practice Advisor working on it.
- Also we haven't spent funds on any recent public education.
- Payroll is less overall relating to interim EDR role.
- PCE cancellation and Covid related issues has meant Committee work has increased, therefore stipend costs are higher than budgeted. Line item for legal work due to COVID and bylaw changes is also higher than expected. Less travel has meant fewer expenses though. One discipline hearing.
- B. Green and Office Manager do a great job discussing variances to budget. Treasurer believes we have a good system for tracking to perform our fiduciary duty.

##### 3.1.2 Q1 Financials 2021-2022

**Motion: to pass the Q4 2020-2021 financials as presented.**

Mover: C. Cuddington

Second: K. Mueller

CARRIED: MOTION: 21.040

**Motion: to approve Q1 2021-2022 financials as distributed.**

Mover: C. Cuddington

Second: K. Horvey

CARRIED: MOTION: 21.041

### 3.1.3 Removal of Employer Payments for Licensure

- EDR gathered more information from NIRO about their experiences. Half accept payments from SHA and all are trying to remove this option.
- Not all SHA regions direct pay, some make members pay and request reimbursement. This also has occurred with larger private clinics.
- How many members would be affected? EDR thinks a significant number. Public rep thinks it's important members have a lot of time to prepare. Will start to send reminders in November to membership along with the reminders around continuing competency.
- D. Pitura wants to know if we need to do this this year or wait one renewal period? Committee did discuss this. Committee thought it would be better to do all changes at once.
- Council members discuss implementing this year compared to next year.
- EDR notes the financial risk of having fees paid by members will increase credit card fees to the SCPT.

**Motion: to change the SCPT Licensure payment procedures to remove the option of employer payment.**

Mover: K. Horvey

Second: A. Crow

CARRIED: MOTION: 21.042

## 3.2. Strategic

### 3.2.1. Plans for consultation/engagement re: PCE Review Recommendations

- Hosted a webinar to present PCE report. Emphasised it was to present report and not to discuss a plan. Did request feedback to discuss at AGM.
- SPA completed one member survey and provided us with results. SPA did another one and will share the feedback.
- Discussed options for AGM, doing a fuller survey to the complete membership, more specific discussion with IEPTs to ensure they are heard and engaged, and reaching out to other regulators on Labor Mobility if we made the change. EDR did reach out to regulators initially and got feedback that was not related to the mobility issue (but was during the PCE exam time frame).
- Following the feedback we collect we will need to make a plan. Either pursue all of the PCE report suggestions, some of them, or none of them. Whatever the plan would be to then move

- on to the government. - Member asking about the PCE high failure rate during years that were main concern. No cause/effect has been determined by PCE report writers or the School.
- Council member suggesting a focus group regarding supervisors. Webinar made it clear that they have not been as diligent as expected with the restricted licenses. Council will need to know if they would be willing to do the work.
- Public rep saying how the questions are posed may impact the questions.
- IEPT engagement should be with restricted licenses and IEPT who are already fully registered.
- Do we want to hire the firm we did the public engagement survey? Professional help would be beneficial.
- For primary information we can get initial thoughts from regulators ourselves but when we get to the government level may need something more formal.
- What is the timeline if we use a professional group?
- EDR reminds we need a plan for 1. COVID impacted registrants and 2. Overall membership registration. If we decide to do a survey it took about 2-3 weeks to develop and was out for one month. We could control the timeline. Timeframe is likely about two months. If we wanted something different (focus group and facilitator) would also be likely two months.
- Total time line, if we make a change? EDR thinks it's a reasonable expectation is two years. The earliest would be next AGM and then we would need to present to government. Government would have 90 days to comment. We could start government consultation before membership approval.
- Following discussion we will look at outsourcing a survey with a two month timeline and at the same time do our review with other regulators. Next we will put together a proposal and put it through membership at next AGM and then proceed with government.

**ACTION 3.2.1.** EDR to look into outsourcing Membership Engagement Survey.

**ACTION 3.2.1 D.** Pitura to prepare a communication on the process for PCE Report Recommendation Implementation Plan for AGM.

### 3.2.2. Plan for alternative assessment due to clinical exam cancellations

#### 3.2.2.1 SRS Letter to Council

#### 3.2.2.2 Ontario University Letter to CPO (as references by SRS)

- EDR commented on options for cancellation for PCE exam. Reached out to Alberta to see if it is an option to join their exam before the previously scheduled September PCE exam. We had booked a tentative spot so Alberta said they will help but they do not know if they have capacity. This will likely will impact timelines. COVID impacting ability to travel to Alberta.
- EDR met with registrars in BC and Alberta. Came up with the idea of the same exam questions and host individually in our province. Reached out to CERS and School. Would cost at least \$23000 and take at least 3-4 months to prepare. The questions may be a hurdle because we wouldn't be able to use the Alberta questions since they are running their exam in November.
- Brought back the issue to the Registration Committee. Committee felt this wouldn't be timely enough. The recommendation is to consider a practice based assessment. It is not validated because it hasn't been done but no exam would be validated either. EDR

met with other registrars yesterday. Another round table and it does appear more provinces are considering a practice based assessment.

- If we attempt a face to face option with our increasing numbers for COVID it could be a high reputational risk.
- Other jurisdictions had many options and are considering different options for their affected cohorts. Discussion with regulators is that allowing for labour mobility for this cohort due to this covid/prolonged canceled exam.
- Extensively discussed our options (our current exemption allows for a 3<sup>rd</sup> party assessment, an exam with CERS (4 months likely and \$23 000) or look at a practicing performance evaluation). The timeline with CERS would need us to already have a question bank. We could work with other schools. Alberta will have run at least one exam so will have used their question bank.
- Purchasing question bank from CAPR is no longer an option.
- Student rep says people are studying for virtual and would be challenging to do an in person exam.
- Registration Committee thought we would need a program with multi faceted options. Examples presented included using the ACP (either one that is completed or complete one), chart audit, interviews of applicant and supervisor (separately)
- Registration Committee will come up with the details, to send to Council and will hold an evote.
- We are going to have to communicate with incoming candidates (new grads). We need to communicate what our legislation allows.

**ACTION 3.2.2** Registration Committee to develop a process and clarify the final details of the alternate assessment including developing a budget.

**ACTION 3.2.2** Registration Committee to determine an appeal and failure process for candidates of the alternate assessment.

**ACTION 3.2.2** D. Pitura to prepare information on an alternate assessment to present at AGM

3.2.3. Licensure decisions for candidates who took September virtual clinical exam sittings who were able to complete the majority of stations.

- EDR and Registration Committee reviewed all the CAPR data and presented a document of details for candidates.
- EDR shared the Registration Committee's plan to the CAPR psychometrician and they agreed with the plan as a fair way to use this information.
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- Public rep appreciates the information presented from Registration Committee.

**Motion: to approve the criteria of having a greater than 70% overall pass rate of the virtual practical exam**

Mover: K. Mueller

Seconder: J. Grant

CARRIED: MOTION: 21.043

**ACTION 3.2.3** EDR to communicate to the candidates who meet the criteria regarding the virtual practical exam that they are eligible for full licensure.

### 3.3. Governance

#### 3.3.1 AGM Plan (verbal)

- Member asking about registering for AGM. All members need to have registered. Students are invited to AGM and public reps and students have numbers to register.

## 4. Items for Vision

### 4.1 Governance

#### 4.1.1. Nominations/Volunteer Recruitment Update

- Reviewed Council nominations. William Chukwu and Lee Hall.
- Still some committee openings. Will maybe need to do some more recruitment after AGM.
- K. Mueller put name forward to be incoming Treasurer and Cathy to be VP. A. Crow and D. Pitura will be reappointment for two years.

## 5. Meeting Summary

### 5.1 Action Plan Review

#### **ACTION PLAN**

**ACTION 2.1.2.** EDR to create semi annual report to replace the Member Communication Document in meeting packages moving forward.

**ACTION 3.2.1.** EDR to look into outsourcing Membership Engagement Survey.

**ACTION 3.2.1** D. Pitura to prepare a communication on the process for PCE Report Recommendation Implementation Plan for AGM.

**ACTION 3.2.2** Registration Committee to develop a process and clarify the final details of the alternate assessment including developing a budget.

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**ACTION 3.2.3** EDR to communicate to the candidates who meet the criteria regarding the virtual practical exam that they are eligible for full licensure.

5.2. Next meeting date: AGM (virtual). Saturday October 2<sup>nd</sup>

B. Green, J. Vogelsang, J. Rice, and J. Hunchuk leave meeting at 6:06 pm.

**Motion: to go in camera**

Mover: L. Mclellan

Seconder: K. Horvey

CARRIED: MOTION : 21.044

In camera starting 6:06 pm.

In camera ends 6:23 pm.

5.3. Adjournment at 6:23 pm.

President  Date December 22, 2021

Secretary  Date Dec 21/21