

Council Minutes



SCPT Council Meeting Minutes via Teleconference on March 15, 2023 on Redbooth 5:15 pm

Present through Zoom: J. Vogelsang (EDR); C. Cuddington; D. Pitura; L. Rackow; L. McLellan; A. Crow; K. Horvey; J. Hunchak; W. Chukwu; L. Hall, B. Yakichuk; K. Neill.

Absent: J. Grant., E. Hebron

Evote Motion from November 18, 2022

Motion: Be it moved to pay Jason Vogelsang a performance bonus of 5% of his base salary for the period of October 1, 2021 - September 30, 2022.

Mover: B. Yakichuk

Seconder: J. Grant

CARRIED: MOTION: 23.001

Evote Motion from March 13, 2023.

Motion: To appoint Guy Penney and Christopher Sarsons to the Professional Conduct Committee.

Mover: J. Grant

Seconder: L. McLellan

CARRIED: MOTION: 23.002

Call to Order: 5:18 pm by D. Pitura.

President acknowledges Treaty 4 territory (all Nations and Metis) and is running the meeting from this location.

1. Agenda

1.1. Approval of Agenda

- Discussion was held around agenda item 3.3.4 DC. The item was related to appointment of DC members – removing a member and confirming a second to ensure appropriate succession planning on the committee. The President requested this agenda item be

removed. The reasoning centered around an email in relation to the agenda item that was circulated earlier in the day to all Council members by a Public Rep. The EDR requested, immediately after the email was received, that Council members not read the email.

- The Public Rep indicated the email only referred to procedural concerns. There was disagreement between the Public rep and President on the content of the email. The President indicated he was not willing to risk that the discussion would evolve, even inadvertently, to include information about a specific case and thus requested the agenda item be removed to protect the disciplinary process.
- Council member indicated that all case specific information from the DC and any hearing panel is separate and independent from the Council and cannot be discussed. This has always been the way. Separate Council member made motion to remove agenda item.

Motion: to remove 3.3.4 from agenda.

Mover: L. Rackow

Second: C. Cuddington

Any further discussion?

Opposed: none.

CARRIED: MOTION: 23.003

J. Hunchak requesting DC report be pulled from consent agenda.

Motion: to approve the amended agenda and consent agenda (including pulled DC report).

Mover: A. Crow

Second: K. Horvey

CARRIED: MOTION: 23.004

1.2. Declaration of Conflict of Interest- none.

1.3. Minutes of Previous Council Meetings

1.3.1 September 7, 2022

Motion: to approve the September 7, 2022 Council meeting minutes.

Mover: L McLellan

Second: A. Crow

CARRIED: MOTION: 23.005

1.3.2 October 2, 2022 (Post AGM)

Motion: to approve the October 2, 2022 (Post AGM) Council meeting minutes.

Mover: L McLellan

Seconded: L. Rackow

CARRIED: MOTION: 23.006

1.4 Review of Draft AGM Minutes.

- L. McLellan asked for Council to review and provide any edits. These minutes do not get approved until our next AGM in 2024.

2.0 Items for Vision

2.1 Governance

2.1.1 Strategic Planning

- Looking for confirmation that the documents from facilitator accurately contain the necessary summary and information.
- Ultimately looking for approval in principle or feedback. Once approved EDR and staff may begin working on developing an operational plan. Some goals may be word smithed and then a full update would be provided to Council.
- At the Strat planning meeting we did look at vision/mission/values and we don't need to decide today but Council should consider if we want to relook at these.
- Council member that wasn't at Strat Planning Day found provided information looked very complete and looked like good goals.
- Comments on documents captured discussion, some discussion regarding advanced practice which doesn't need to be part of Strat plan but kept in mind.
- Nice to be in person and a very good and concise reflection of the document.

Motion: Approve in principle of the Five Strategic Priorities.

Mover: W. Chukwu

Seconded: L. Rackow

CARRIED: MOTION: 23.007

- Regarding Mission/Vision:
 - o Liked some other options provided from mission
 - o Vision may want to use innovative vs proactive, due to legal impact, innovative may be more appropriate. Like the new option in document. More healthcare teams coming to the forefront and we would like to be influencing.
 - o EDR could communicate with Laura regarding the two options for the Vision Option (innovative?) can bring it back to Council to consider.
 - o Possibly will review mission/vision and maybe make a decision at next meeting?

ACTION 2.1.1 EDR to add review of Mission/Vision for SCPT to next Council meeting agenda.

2.1.2 Advertising Review (update)

- Reviewed briefing note. We sent an email out to all members asking for feedback hoping to get constructive feedback.
- Of 800+ members, only 8 responded, 6 wanting change.
- No new feedback, some wanted to increase regulations
- In briefing note, options included: no changes, or staff to work with PSOP to develop an Advertising Practice Resource, or continue with updates.
- There are a number of moving parts looking at advertising regulation, a lot of portions are in bylaws.
- Due to poor feedback, feels like there may be no appetite from membership for this. Multiple Council members agree.
- Due to increase social media usage, possibly some of the rules may be too vague and some clarity may be beneficial. This may take a long time but we should be looking at this now making sure its relevant in the future.

ACTION 2.1.2 EDR will communicate back to members who requested Advertising Bylaw survey results of what Council's plan is/strategic plan/social media.

3.0 Items for Decision/Direction

3.1 Fiduciary

3.1.1 Q2 and Q3 Financials

- Q2 and Q3 is up until Feb 1. On track. Most revenue comes in February.
- Looked at cost including some travel for staff, disciplinary cases
- Deficit is anticipated to be less than projected (about 1/3 less than projected).
- No specific questions

Motion: Approve Q2 and Q3 financials as presented.

Mover: L. Hall

Seconder: L. Rackow

CARRIED: MOTION: 23.008

3.1.2 2023-2024 Budget Review

- Budget was presented, was reviewed by Finance committee.
- Expecting deficit of \$155 000, similar to previous year. A couple of unknowns but will be known in May when Council is asked to approve the budget. One is wages. We just finished market review study and that will inform Exec and Council in changes for EDR compensation and inform EDR for decisions for staff. Wage numbers in budget are last years at this point.
- Insurance line, in EDR report. EDR knew we were insured but spoke with a broker with experience in insurance in healthcare and healthcare regulation and they did an analysis on what we have and what we are lacking. Lacking two major components. 1. Errors and Omissions- covers us around if a

member or member of the public has concerns regarding our processes and/or a decision by staff or committee. 2. Cyber insurance- for data breach, malware. We are waiting for quotes on those two missing pieces.

- 3 other additions, to be discussed below,
- 1. CCP task development. Webinar on communication well received from members. CCC would like to continue that with a mandatory domain. 2. A one-time cost of \$2000 for online module from the Ontario College for continuing education and could be used for disciplinary purposes if need be. Would allow access over multiple years. The expense be in next year. 3. CCP Auditor to add capacity for conducting CCP audits.
- We have enough reserves for this year, 2024, and into 2025 and possible 2026.
- May need to start to signal to membership we may need to increase fees. Mention at AGM?
- Membership has given feedback in the past about high reserves so hopefully this will address this.
- Do we want to get membership feedback? Due to reserves we have been able to maintain fees but eventually we are going to need to increase.
- SHA and employers may want to know in advance as well. Possibly more employers paying than actual members. Better to give them more time to budget.

3.1.3 CCP Auditor Request

- Would be more appropriate for two practitioners to be doing audit. EDR assisted as able. Would be helpful to get a second opinion and EDR can be available for conflicts of interest and appeals.
- This is for this fiscal year and also for ongoing budget cycle.
- The reason for the immediate request is previously the audit would happen over the summer and feedback from members was that we were auditing too late. There is a 3-month window to adjust submissions so from start to end it could be well into November. Ideally would be able to start in April. It was a lot of work in previous renewal cycle.
- Need the funds to pay for the second auditor.
- Funds could come from existing budget line items.

Motion: To approve the requested amount for expenditure in the 2022-2023 budget year.

Mover: K. Horvey

Second: W. Chukwu

CARRIED: MOTION: 23.009

3.1.4 CCC Jurisprudence Request

- Our exam blueprint is 10 years old. Our questions need to be updated.

- There is a project out of BC and Alberta that will be looking at their own blueprint. They require 60 questions on the first attempt at registration for a practice licence. They have invited other Colleges to participate. Cost would be prohibitive for us due to our focus of the questions, the volume of the questions and since we require Sask specific regulation questions, we would still need to develop some.
- CCC was looking for a facilitator to assist with developing a blueprint and get assistance. A proposal for Council was included in package. The recommended option is a 2-hour online training and one in-person meeting to get together to develop the skills and questions together. Intent is for CCC members to do this but will open it up to include full membership.
- Could be used for Leadership competency for next renewal.
- Asking for \$2500, funds are available.

Motion: To approve the requested \$2500 for CCC Jurisprudence Question Bank Facilitator session in the 2022-2023 budget year.

Mover: A. Crow

Second: L. McLellan

CARRIED: MOTION: 23.010

3.1.5 Core Standards of Practice Validation

- Core standards have been undergoing a pan-Canada review. A final draft has been completed and now under a national validation process. This process has costs associated with it. The cost sharing arrangement is summarized in the IFD. We would need to provide \$5000.
- An online survey will go out asking for feedback on 7 standards with the option to do additional 7 or 14 more. Afterwards a national result would be provided with a regional summary. Legislation Committee has gone through the 21 and PSOP is also reviewing making sure it makes sense for Sask PTs and our regulatory set up. They will be re reviewed again after they get Leg Committee and membership survey feedback.
- Budget is available in existing budget line items.

Motion: To approve the \$5000 for Core Standards of Practice National Validation in the 2022-2023 budget year.

Mover: L. Rackow

Second: C. Cuddington

CARRIED: MOTION: 23.011

3.2 Strategic

3.2.1 Cultural Sensitivity; Equity, Diversity, and Inclusion

- Previously determined by Council to be on agenda as a specific agenda item. Now that it is part of the Strategic plan it will be regularly brought forth and will be included in operational plan. Moving forward it will be removed from agenda and now be covered under the Strat plan review/update.

3.2.2 CCP Focus Group Report and Recommendations

- PHD student at U of S did qualitative review for CCP. A copy of report provided. Only 9 members participated. We learned from report we need improved communications of expectations from CCP (though there were multiple webinars and emails 6 months before and after implementation).
- Larger issue with communication is identified with Strat plan and will hopefully address this.
- Second recommendation was regarding forms, how they worked, set up. Third recommendation was regarding collecting feedback to members not being audited. Unclear how important this is to membership. There is some fear from participants of failing the CCP component. EDR has adjusted language communicated to membership and that support would be provided to members to complete and resubmit. Belief is the feedback on audits was to just know if they were completed correctly? Does it benefit giving global feedback to membership helpful?
- Feedback can be viewed as criticism vs feedback. Practice Advisor compiled a document of audited information. Email and possibly Momentum info on feedback on CCP audit trends.
- Maybe a Frequently Asked Questions or Frequent misses on Audits?
- A challenge of how to present information for membership. Tried to condense that even more.
- To send back to the CCC to see if committee has any more recommendations and Practice Advisor to give general feedback to membership. To encourage people to think outside the box for options if there isn't a template for what you think is usable you can create it and required documentation.

ACTION 3.2.2 EDR to send back to the CCC to see if committee has any more recommendations regarding CCP (and CCP Focus Group study results) to facilitate membership on submissions.

ACTION 3.2.2 EDR and Practice Advisor, after survey results and audit findings, to send eblast to membership with links regarding audit, how audit went etc.

3.3 Other

3.3.1 Ultrasound Statement

- PSOP was delayed reviewing this due to Covid regarding Point of Care ultrasound imaging.
- Reviewed briefing note details.
- PSOP reviewed and are recommending a Practice Statement. Similar to what we did with pessaries. This would be included under scope under appropriate circumstances.

Motion: To approve the Practice Statement and implications plan as outlined in the EDR Briefing Note.

Mover: K. Horvey

Seconder: L. Hall

CARRIED: MOTION: 23.012

ACTION 3.3.1 EDR to email membership updated Practice Statement regarding Point-of-Care ultrasound.

3.3.2 Spinal Manipulation Course Review

- We recently approved a previous course.
- A second course from the same provider but lower risk area was submitted. PSOP felt that the same concerns around the brevity of the course as the previous course but as we previously approved the first course that deals with a riskier spinal portion hence this course is less risky.
- There is a PSOP discussion regarding a lack of guidance of what a clinical component is defined as. How much time? It isn't clarified. Likely a request to Council for clarification will be provided in the future.

Motion: To approve the Spinal Manipulation course and added to the SCPT spinal manipulation course.

Mover: C. Cuddington

Seconder: B. Yakichuk

CARRIED: MOTION: 23.013

3.3.3 Dry needling Course Review (PSOP Mar 6)

- Offered by EIM who took over Kinetacore in the last couple of years. Previously the Kinetacore courses were approved. Wanted to double check they still meet criteria. There was some difference of the combinations of the hours. On review of the EIM offerings both CERS and PSOP felt they met the criteria.
- They are recommending Level 1 and 2 (need both to be completed) be added to the SCPT dry needling course list.

Motion: To approve EIM Dry needling course and added to the SCPT needling course.

Mover: L. Rackow

Second: B. Yakichuk

CARRIED: MOTION: 23.014

3.3.4 Removed from agenda.

3.3.5 Complaints Management (update)

- Brought to Council a few meetings ago to review processes around disciplinary area. Action items were developed and were completed.
- Summarized IFD. Noted we are within industry reasonable normal, after completing environmental scan, regarding our timelines.
- Suggestions from PCC and DC chairs regarding variety of options for changes for improvement.
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Motion: To refer IFD and additional information gathered to the GNC for review of policy and process and request GNC to return to Council with any recommended changes.

Mover: L. Rackow

Second: B. Yakichuk

CARRIED: MOTION: 23.015

ACTION 3.3.5 EDR to send to GNC to review IFD and additional information gathered for review of policy and process and provided Council recommendations regarding changes.

4.0 Items for Information

4.1 Governance

4.1.1 Consent Agenda

- 4.1.1.1 Council Evaluation Survey Results
- 4.1.1.2 Executive Committee Minutes November 10, December 1, February 9, March 6.
- 4.1.1.3 Communication Committee: NTR
- 4.1.1.4 CCC Minutes September 22, February 9
- 4.1.1.5 Discipline Committee: NTR
- 4.1.1.6 Finance Committee Meeting Minutes: August 31, February 27
- 4.1.1.7 GNC Committee: September 6, November 25
- 4.1.1.8 Legislation Committee: December 5, January 17, January 31, February 14, February 28

4.1.1.9 PCC Committee: NTR

4.1.1.10 PSOP Committee Minutes: December 19, January 24, February 7,
February 21

4.1.1.11 Registration Committee Meeting Minutes: November 28, February 1

4.1.1.5 Discipline Committee : Pulled from consent agenda

- Council member commented PCC appointments look like good appointments.
- A Public Rep commented on lack of information from PCC and DC. Would like to see more from DC and PCC regarding activity level. Would be good to get timeline update on current case.
- Need to be keeping Council apprised and up to date. Noted there is no updated DC report from Chair. There should be minutes from meeting on October 5th because to remove any
- Chair stopped member and states to not discuss further.
- Member states there are no minutes and that is all I wanted to say. Suggesting GNC look at DC and PCC regarding looking into transparency and policy and process.
- Chair reminded member this was done in agenda item 3.3.5

4.1.2 Alliance Update

- A bulletin update from the CAPR board was provided in the meeting package for review.
- New CAPR CEO is Dr. Bob Haennel. He previously worked at the University of Regina and the Paul Schwan Center.
- Governance review is still continuing. CAPR hopeful ideas will be provided and hopefully be voted on at the CAPR AGM.
- Recommendations should come back to CAPR board in June and hopefully presented at CAPR AGM.
- Financial point of view- a small surplus expected compared to the \$300 000 deficit anticipated. This is due to the increased number of written exams and CAPR intends to add another sitting of the exam.
- Loan repayment to start in 2024 and up to the CAPR board if they would be able to commence it any sooner.
- Credentialling backlog is still being worked on impacted by labour shortage, increased numbers, and largely paper focused. New CEO has some ideas to improve credentialling.
- Alliance has put in a grant proposal to improve credentialling.
- Council happy with update. Council member comments on how much of a difference the new leadership has made.
- How much of this, can be shared with our members e.g. national exam/expert advisory panel/board updates? Bulletin is sent to regulators.

A newsletter gets sent out and Alliance Rep will see how much information is shared in the newsletter.

- Would be nice for our membership to be aware of where things are at or share the information that is publicly available to our membership. Possibly will add a link to the newsletter in our next Momentum.

ACTION 4.1.2 Alliance rep to check about information in CAPR newsletter and what information can be shared with our membership.

4.1.3 EDR Report

4.1.3.1 NIRO Legislation Reform Bill No. 120

- Three years ago NIRO put forward a request to government to update all of our Acts and have been waiting since. Update is now it has made it to legislative floor as Bill No. 120. It encapsulated all things that were put forward.
- The Bill includes changes in our authority to address fitness to practice, enabling Council to adopt bylaws without membership approval, allow flexibility to develop panels for PCC and DC, giving additional powers to PCC to investigate complaints, giving ability to investigate while criminal charges, allows changes with Council, ensuring a Duties and Objects clause.
- Significant policy work will be needed for this. Some committees are ready and have been waiting. Work for most committees such as Leg, PSOP, GNC. Documentation is being developed by EDR right now.
- Council member inquired How did renewal go this year? Seemed quick and good from EDR's perspective. Credit to Tammy of adding in the checkbox to complete renewal and this reduced questions. At February 1 still 500 members needed to complete registration, mid February around 300. By end of February had approx. 12 that should be renewing. \$2000 in late fees. Overall, fewer questions regarding CCP for Practice Advisor this year. Added some questions to CCP survey around renewal and received good feedback.
- Council member thankful for the comprehensive EDR report. EDR always provides comprehensive reporting and it is greatly appreciated. The NIRO proposals look good.
- Suggestion from Council member to consider moving the EDR report up in agenda to ensure feedback is given from Council.

4.1.3.2 Insurance

- As discussed under budget section.

5.0 Meeting Summary

5.1 Action Plan Review

ACTION 2.1.1 EDR to add review of Mission/Vision for SCPT to next Council meeting agenda.

ACTION 2.1.2 EDR will communicate back to members who requested Advertising Bylaw survey results of what Council's plan is/strategic plan/social media.

ACTION 3.2.2 EDR to send back to the CCC to see if committee has any more recommendations regarding CCP (and CCP Focus Group study results) to facilitate membership on submissions.

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ACTION 3.3.1 EDR to email membership updated Practice Statement regarding Point-of-Care ultrasound.

ACTION 3.3.5 EDR to send to GNC to review IFD and additional information gathered for review of policy and process and provided Council recommendations regarding changes.

ACTION 4.1.2 Alliance rep to check about information in CAPR newsletter and what information can be shared with our membership.

5.2 Closing Comments; Next Meeting Date. May 24, 2023.


5.3 Adjournment 7:14 pm

Signing approval of Council Meeting Minutes for Council Meeting held:

March 15, 2023.

Next Meeting date:

May 24, 2023.

President  Date June 27, 2023

Secretary  Date May 25/23