

Council Minutes



SCPT Council Meeting Minutes via Teleconference on September 7, 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; W. Chukwu; K. Neill.

Absent: L. Hall, B. Yakichuk

Call to Order: 5:32 pm by D. Pitura.

President acknowledges this meeting is being run on Treaty 4 territory and land of the Metis. President also acknowledged the tragedy at James Creek First Nation. Discussed September 30 is Truth and Reconciliation Day.

1. Agenda
 - 1.1. Approval of Agenda

Motion: to approve the agenda and consent agenda.

Mover: K. Horvey

Second: J. Grant

CARRIED: MOTION: 22.018

- 1.2. Declaration of Conflict of Interest- none declared
 - 1.3. Minutes of Previous Council Meetings
 - 1.3.1 December 15, 2021- amended

W. Chukwu joined 5:36 pm.

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

Mover: L. McLellan

Second: A. Crow

CARRIED: MOTION

1.3.2 May 25, 2022

Motion: to approve the May 25, 2022 Council meeting minutes.

Mover: L. McLellan

Second: A. Crow

CARRIED: MOTION: 22.019

2. Items for Vision

2.1 Governance

2.1.1 Strategic Planning Session

- Most information was in reminder email sent out by EDR. Date is October 7, 2022.
- Please let EDR know if you are able to attend. Session runs from 9:00 am until 4:00 pm.
- Will be in person.

2.1.2. AGM Update

- Our virtual AGM is October 1, 2022 at 9:00 am. Registration information will go out this week to membership.
- Subject to any changes from Council, the agenda will be brief (approving appointments to Council, financial statements, and an update to membership on PCE issue and Council's plan).
- Immediately afterwards will be the post-AGM Council meeting.
- Committee positions- there are some vacancies still. PSOP, PCC and GNC. PCC would benefit from more public practice PTs.
- Dale will be reaching out to Council members about committee appointments.

3. Items for Decision/Direction

3.1 Fiduciary

3.1.1 2021-2022 Draft Financials Audited Statements.

- EDR reported audit was completed and no issues with the financials were reported.
- Auditors commented that we need to change how we recognize revenue at this time and moving forward. (as detailed in the IFD.)
- In 2022, ended with a smaller deficit than budgeted.
- Reviewed line items of relevance.
- Finance committee is recommending continuing with Grant Thornton as our auditors.
- Auditors offered to have accountant available at AGM if we needed. Council members feel EDR and Treasurer are knowledgeable in the information. Having an accountant would be valuable as a 3rd party viewpoint.
- Plan will be to have accountant on stand by for questions from membership if needed but we will have EDR and Treasurer present financials at AGM.

Motion: To approved the audited financial statements for 2021-2022.

Mover: L. McLellan

Seconded: J. Grant

CARRIED: MOTION: 22.020

Motion: To remain with Grant Thornton as our auditors for 2022-2023 and to present recommendation to membership at AGM.

Mover: C. Cuddington

Seconded: K. Horvey

CARRIED: MOTION

3.1.2 Q4 Financials

- Discussed – as per audited financial statements.

3.1.3 2022-2023 Q1 Financials

- Presented and discussed by EDR. Layout has been changed with added columns for tracking purposes.
- Tracking on budget, with minor variances explained

3.1.4 Cultural Sensitivity; Equity, Diversity, and Inclusion

- Previously planned an IFD for President to develop and started to look for group and individual educational opportunities. Consideration for organization, Council, and/or membership and how to address this important value. How to incorporate this in to each of these areas? Some discussion at National level of Standards (JEDI Justice, Equity, Diversity and Inclusion).
- Incorporate this into direction at strategic planning and utilize the facilitator. Important to Council but some direction would be helpful.
- Public rep asking about if this is on strategic plan. It was not on previous strategic plan.
- Discussed volunteer role, Council direction.
- Looking at national standards.
- General education is helpful in informing, including both Council and membership.

ACTION 3.2.1 EDR/President to ensure that Cultural Sensitivity, Equity, Diversity and Inclusion is a part of our strategic planning and ask the facilitator to assist with development.

3.1.5 Legal Counsel for Council and PCC within Appeal Process

- Described IFD and how legal representation for Council, DC, and PCC work.
- At this time do we want a permanent separate legal counsel for Council from PCC or do we only pursue it if there is an appeal and it is needed.
- If it goes to a contested hearing, at this time the lawyer for PCC (who is also Council's lawyer) would present to Council, so Council would need a different lawyer. In an appeal the two people presenting are PCC and their lawyer, the complainant and their lawyer to Council. There would be a perceived conflict that the lawyer presenting to Council is also

advising Council. An appeal needs to be an independent review of the information with no bias (actual or perceived).

- EDR did a review of other professions and their decision. All but one had separate legal counsel for appeals.
- Most conflict of interest comes from perceived conflict of interest.
- General discussion supporting status quo (only get counsel if the appeal occurs).

ACTION 3.2.2 EDR to check policy and procedure regarding ability to ensure separate legal counsel is able to be hired in an appeal for Council.

3.1.6 Public Member(s) on PCC

- GNC IFD discussed. Recommending to have a public rep on PCC that is not on Council. Since they won't be appointed by government, but chosen by Council, the public rep would need to be paid by SCPT.
- EDR polled NIRO and about 50/50 have public member on their PCC.
- If Council had all three public rep roles filled by government regularly it could be reasonable to have one from Council, however that has not been the case. Due to the high time requirement of PCC having an outside person would be good.

Motion: to approve the amended policy for the PCC Composition and Representation.

Mover: J. Grant

Seconder: W. Chukwu

CARRIED: MOTION: 22.021

Motion: to approve the amended procedures for the GNC.

Mover: A. Crow

Seconder: C. Cuddington

CARRIED: MOTION: 22.022

- EDR presented three financial models for compensation for a public rep on PCC.
- At this time GNC is recommending up to 2 public reps. Having two may spark more dialogue and more comfort.
- As members of PCC they will not be doing investigations. Public reps will be only attending meetings.
- Consideration of Cultural Sensitivity, Equity, Diversity and Inclusion for Public rep is important.
- Do we need to inform MOH? No.
- As this role is not with the MOH it would be most consistent with meeting stipend model.
- Consensus to use Meeting Stipend Model for Public Rep.

Motion: to add meeting stipend description for Public rep PCC member to 13.4 of the Governance Procedures

Mover: J. Grant

Seconder: K. Mueller

CARRIED: MOTION: 22.023

ACTION 3.2.3 EDR to ensure Cultural Sensitivity, Equity, Diversity and Inclusion is part of role description for the public rep PCC role.

ACTION 3.2.3 EDR to ask GNC to determine terms for the Public Rep on PCC.

ACTION 3.2.3 EDR to add meeting stipend description for Public rep PCC member to 13.4 of the Governance Procedures

3.1.7 Complain Management Process IFD

- Public rep presented IFD. Wants to highlight areas of further work with complaint management process. 1. Clarity for the public 2. Transparency and 3. Timeliness with complaint management process.
- Would like possibly for Annual Report that PCC and DC report together to streamline numbers.
- Concerns around timeliness with complaint management process.
- Previously when complaint management process was reviewed feedback included it was either too complex or too simple.
- How was this reviewed in the past? Previously Council and PCC did a review. 2016-2017 was last review.
- Do we ask for feedback from PCC and DC for feedback? Do we add to strategic planning session? Consideration of roles of lawyers.
- Environmental scan of what other NPRO groups on their timelines for complaints?
- Policy consideration to review this every few years.

ACTION 3.2.4 EDR to do an environmental scan on timelines for complaint process.

ACTION 3.2.4 EDR to ask DC and PCC for an internal reflection and get feedback/suggestions/comments on timelines and process.

ACTION 3.2.4 EDR/President to discuss with facilitator to include transparency, clarity, and timeliness in strategic planning session.

3.3. Other

3.3.1 Spinal Manipulation Rostering

- Following bylaw changes we need to clarify how to roster.
- Council removed the IFOMPT standard and this has created administrative challenges.
- How do we recognize entry level skills, IFOMPT and everything in between?

- EDR discussed rostering with practice advisor and members with knowledge around education/manipulation in Saskatchewan.
- Two options: 1. Sub rosters on spinal regions or 2. Sub rosters based on level of course work and provide an educational statement within the roster for the public.
- It is an administrative task but EDR and Executive wanted Council's input.
- Discussion is in support of option 2 (course work sub roster).
- Student rep asking about entry level from each College in Canada. EDR saying for U of S grads will be easy to determine and out of province will need to provide proof of education.
- Splitting into spinal sections would still need low and high risk levels.
- Consent is still always required.

ACTION 3.3.1 EDR to utilize second option for rostering (based on level of course work) for spinal manipulations.

3.3.2 PSOP Specialized Procedure Course Review

- Reviewed background of issue (previous meeting).
- Course provider provided answers to all questions.

K. Neill left meeting at 7:08 pm.

- Based on rostering decision these practitioners would meet the criteria set out in the bylaws.
- Variable level of training/experience of Council members in this area.
- Practice plays a role in safety. There still needs to be informed consent and clinician responsibility.
- Is there a third category we can have on the roster? No.
- Discussed role in profession and skillsets.
- EDR will ensure in the rostering description includes not only areas of manipulation options but a wide diversity of educational opportunities.
- General concern of the time frames.
- Based on bylaw it meets our present criteria.

Motion: to approve the Cervical/Thoracic Management Course.

Mover: C. Cuddington

Seconder: K. Mueller

CARRIED: MOTION: 22.024

ACTION 3.3.2 EDR to ensure on rostering description to highlight varying levels of manipulation and levels of education/training that exist.

3.3.3 2022-2023 Council Meeting Dates

- Reviewed provided dates

- Moved this year's pre AGM date to September 28th.
- If any concerns let EDR know.

4. Items for Information

4.1 Governance

4.1.1 Consent Agenda

- 4.1.1.1 Executive Committee Minutes (July 6, August 17)
- 4.1.1.2 Communication Committee Minutes NTR
- 4.1.1.3 CCC Minutes NTR
- 4.1.1.4 Discipline Committee: NTR
- 4.1.1.5 Finance Committee Meeting NTR
- 4.1.1.6 Governance and Nominations Committee: (May 16, August 10)
- 4.1.1.7 Legislation Committee: NTR
- 4.1.1.8 PCC: NTR
- 4.1.1.9 PSOP Committee Minutes NTR
- 4.1.1.10 Registration Committee Meeting Minutes (June 27)

4.1.2 Alliance Update

- Written report provided. President acknowledged Councils request for more financial information from Alliance. Since Alliance AGM there has not been any financial update from Alliance or any formal decisions on how to report financials to regulators. President will make sure it will be on October Alliance meeting agenda.
- Governance committee has met. Will lead through what direction members want with the new mandate.
- Regarding our loan requirements, it appears to be still on track.
- If any questions or concerns, bring to our CAPR rep – D. Pitura.

4.1.3 EDR Report

4.1.3.1 CCP Audit

- Gone through the 20% of submissions as audits. Practice Advisor and EDR reviewed. Attempted to utilize a methodical approach.
- 39 members failed at least one submission. Now in process to re submit.
- Feedback from 3-4 members was about the auditors and the information provided. Dialogue will continue with EDR and the concerned members. Working with CCC to make improvements.
- Main issue was lack of connection to the competency. Forms will be adjusted to make it clear to members what is being looked for.
- Have we seen results of focus groups? Presently in the report writing stage. Plan to be done end of September.
- DC complaint description in EDR report possibly has incorrect number of days from receipt of file ?

ACTION 4.1.3 EDR to check timeline description for DC file in EDR report (file 2020.4).

5. Meeting Summary

5.1 Action Plan Review

ACTION 3.2.1 EDR/President to ensure that Cultural Sensitivity, Equity, Diversity and Inclusion is a part of our strategic planning and ask the facilitator to assist with development.

ACTION 3.2.2 EDR to check policy and procedure regarding ability to ensure separate legal counsel is able to be hired in an appeal for Council.

ACTION 3.2.3 EDR to ensure Cultural Sensitivity, Equity, Diversity and Inclusion is part of role description for the public rep PCC role.

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ACTION 3.2.4 EDR/President to discuss with facilitator to include transparency, clarity, and timeliness in strategic planning session.

ACTION 3.3.1 EDR to utilize second option for rostering (based on level of course work) for spinal manipulations.

ACTION 3.3.2 EDR to ensure on rostering description to highlight varying levels of manipulation and levels of education/training that exist.

ACTION 4.1.3 EDR to check timeline description for DC file in EDR report (file 2020.4).

5.2 Closing Comments, Next Meeting Date. Pre AGM September 28 (if needed). AGM October 1, 2022.

- EDR and C. Cuddington are starting the process around Council evaluation. If any thoughts or input please send to either of them.

5.3 Adjournment. Meeting ends 7:44 pm.

Signing approval of Council Meeting Minutes for Council Meeting held:

September 7, 2022.

Next Meeting date:

October 1, 2022.

President



Date March 23, 2023

Secretary



Date

March 22 23