

SCPT

MOMENTUM



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Executive Director & Registrar's Report

Operationally, it has been a very busy Spring for SCPT with registration/renewal coming to an end, the COVID 19 pandemic, a transition in the EDR position and changing our fiscal year end to May 31 this year.

Our annual registration and renewal period completed March 31, and was generally a smooth process this year with a few technical glitches as can be expected with most registration databases. We continue to work with In1Touch, our Registration Management System provider to improve the process and decrease these issues. Our contract with In1Touch does expire at the end of June 2020, and we have decided to extend for an additional 2 years at this time.

With the COVID 19 pandemic, many changes have been required both within our SCPT office and within the Physical Therapy profession. Internally, we made the difficult decision to lay off our Administrative Assistant Tara Friedenberger. Upon further review of this position within the scope of our new strategic plan, we have determined that the

role itself will require some modifications to meet the future needs of the organization and so have notified Tara that the lay off will be a permanent one. We would like to extend our sincere thanks to her for all of her hard work and dedication to the organization over the past 2 years. Tammy MacSymtez continues in her role as the Registration and Operations manager, and after a 2- week quarantine working from home after her vacation, she has returned to the office full time now. I took over the role of Interim EDR on April 13, 2020 and have been working from home in that capacity since.

The SCPT Council did create the role of a Pandemic Practice Advisory committee to help address membership questions and concerns throughout the COVID 19 pandemic and to assist in the development of guiding documents for the profession. Dale Pitura has been in this role since March 21, and I did fill the other role from March 21- April 13. This committee, as well as our Executive Committee (Daysha Shuya, Cathy Cuddington and Tasha

Descottes), has been essential in meeting the needs of the profession to practice safely and effectively during this unprecedented time. I would like to thank these individuals for the immense amounts of time they have volunteered to the organization over the last several weeks! Work will continue on the guiding documents for pandemic response as the Re-Open Saskatchewan Plan continues to progress. Thank you also to all of our members for being understanding and patient as we have worked through this very difficult and unique time. Many of you have reached out to the SCPT with kind words and encouragement, and we appreciate it. Please feel free to reach out to the SCPT with any questions or concerns that you have as we venture into this new world.

Now that much of the pandemic response is starting to settle a bit, we have been able to refocus on some of our Strategic Objectives. The Continuing Competency Committee has put a lot of work into developing an updated Continuing Competency Program (CCP) and

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this proposal was taken to Council in April. Council has agreed to the initial proposal, so it will now be moving into the consultation phase. We will be performing a 2 stage consultation. The initial phase will be sent to approximately 30 physical therapists and stakeholders who have been chosen in order to meet a broad spectrum of insight. These will include physical therapists from rural and urban public and private practice as well as rural and urban private practice clinic owners, the U of S SRS, CERS, SPA, representatives from the Network of Interprofessional Regulatory Organizations (NIRO), registrars from other PT Colleges, and to our lawyer for legal input. Stage 2 of consultation will involve a survey to all of SCPT membership. SCPT hopes to be able to implement the new program in 2021.

We have also continued with work on our Governance Policy Manual, which is in its final stages of approval, the Governance Procedures Manual and an updated HR Manual. Among many other strategic objectives, we will be working on development of a Practice Advisor staff role as well, with the intention of implementation in the Spring of 2021.

SCPT is moving forward with the plan to change our fiscal year end to May 31, as such, we are required to complete 2 year-end audits this year as well as 2 AGM's to present those audited financials. The change in year end will significantly improve work flow in the SCPT office, as currently with the year-end being December 31, our staff had to manage both year end financial submissions and

registrations/renewals during the same two month period.

The first SCPT AGM for 2020 was postponed to June 13, 2020 at 9 am. It will be held via WebEx Events in partnership with CERS (Continuing Education in Rehabilitation Sciences). Please see the SCPT website for details and meeting materials as they become available. The second SCPT AGM for 2020 will be held in the fall – late September or early October. Please watch for announcements in your email and on the website.

Wishing you all a beautiful spring and summer, with hopes that you all stay healthy and safe.

Respectfully submitted,

Brandy Green, Interim EDR

AGM Information

All information regarding the AGM will be available on the website at www.scpt.org. The Annual report and updated Agenda will be available to the public 2 weeks prior to the AGM on June 13, 2020.

President's Message

On behalf of the Executive, Council and staff of the Saskatchewan College of Physical Therapists, I would like to encourage your virtual attendance at our Annual General Meeting. This meeting will be held online on Saturday, June 13, 2020 at 0900. All of the sign-up information and details will be on our Scpt.org website. As this is our first offering of an AGM on a virtual platform and our first of two AGMs for this year, we will make an effort for this meeting to be formal, only covering what our governance requires. We do plan on hosting an information session, which will be targeted at membership engagement, later this year in conjunction with our second AGM.

Respectfully,

Daysha Shuya

President, SCPT



Annual General Meeting Procedure: Electronic Attendance and Voting at Membership Meetings (AGM and Special Meetings)

Administrative Bylaw:

Electronic attendance

18.1(1) The college may provide for the attendance of its members at meetings electronically in accordance with the procedures set by the council.

(2) A member who, through the electronic means provided by the college, votes at a meeting or establishes a communications link to a meeting is deemed to be present at that meeting.

A member who attends a SCPT Membership meeting (AGM and/or Special Meetings of the membership) electronically in the format provided by the SCPT, will be deemed to be present at the meeting and is eligible to vote on **resolutions** at the meeting. This procedure does not apply to the member Elections to Council which are defined in the SCPT Administrative Bylaws sections 13-16.

Members attending SCPT meetings electronically will be required to:

- Pre-Register for the meeting at a minimum of 5 days in advance to allow for an attendee list to be developed.
- Login at a minimum of 15 minutes prior to the start time of the meeting and identify themselves through the private chat function with their SCPT license number to allow for confirmation of identity to be performed by SCPT staff.

Voting:

- SCPT appointed staff/ volunteer will monitor the electronic attendance for voting outcomes throughout the meeting.

- Scrutineers will be appointed at the beginning of the meeting for locations where several members are gathered together attending electronically, so that a combined vote count can be submitted for the location.
- For members attending independently, they will be required to use video, chat or an electronic voting mechanism within the platform itself to vote. Information regarding technique for voting will be provided by the Chair at the beginning of the meeting.
- Any members wishing to have their name recorded as opposed or abstaining from a vote will be required to express this in the chat function of the platform being used.

Etiquette for Electronic Attendance:

- All members will be asked to mute their microphones when not speaking during the meeting.
- Any member attending electronically who wishes to speak during the meeting will request to do so through the chat function of the platform being used, this will then be communicated to the Chair by the appointed staff/volunteer who is monitoring the electronic attendees.
- The member would then be asked to speak by the Chair, and could then unmute their microphone and add to the discussion.
- Members attending remotely will be required to follow the rules of discussion during the meeting, as pre-circulated in the meeting materials. (I.e: the mover speaks first, then the seconder followed by general discussion with each member only speaking once to the motion).

AGM June 13 Additional Details



SCPT AGM will be held June 13, 2020 at 9 am via WebEx Events in partnership with Continuing Education in Rehabilitation Sciences.

An email invite will be sent to all SCPT members by June 1, 2020 with the requirement of responding to pre-register for the event by June 8, 2020. In your pre-registration response, you will be required to submit your SCPT License number for verification and to allow for a participant list to be pre-generated. The email invite will also include an option to do a trial run with the program, we encourage all members planning to attend to do this to ensure that they are comfortable with the software prior to the AGM session.

On June 13, all members are asked to login at a minimum of 15 minutes prior to the start time of the meeting, you will be placed into a virtual waiting room and will have to identify yourself through the private chat function with their SCPT license number to allow for confirmation of identity to be performed by SCPT staff when you are let into the meeting. Once in the meeting, all members will be muted and only the panelists will have the power to unmute individuals. All members will have access to a raise hand and/or a chat function that will send a message only to the panelists (SCPT Presenters), who will then have the ability to unmute and allow the individual to speak.

Voting during the meeting will be done via polls within the WebEx Events platform. If multiple members are attending together from one location, a scrutineer will be appointed for that location and will be asked to submit a summary vote via the chat function for that location. There will be no Council elections at this AGM due to the year-end change that has occurred this year, all Council elections will occur at the Fall 2020 AGM. No motions from the floor were received for this meeting.

All meeting information will be posted on the SCPT website under the Events tab. The Annual report will be pre-circulated to all members via email, as well as being available on the website.

Saskatchewan College of Physical Therapists

105A – 701 Cynthia Street, Saskatoon SK, S7L6B7

p. 1.306.931.6661

Brandy Green, Interim Executive Director & Registrar, edr@scpt.org

Tammy MacSymetz, Operations Manager, operationsmanager@scpt.org