

MINUTES OF ANNUAL GENERAL MEETING

1:30 P.M. – 2:45 P.M.

O.E. Smith Auditorium, IWK Health Centre

Halifax, Nova Scotia

June 18th, 2010

Present: Christine Marchessault, Treasurer
Phyllis Williams, Vice-Chair
Krista Cullen, Secretary
Gayle Salsman, Registrar
Dorothy Edem, Continuing Competency Coordinator

Regrets: Leticia Richer, Chair
Victoria Apold, Governor-in-Council Representative
Joy Moulton, Office Manager
Michael O'Hara, COTNS legal counsel

Members:

Lynda Robertson	Sherry Ross	Carolyn Kelly
Annette Rudman	Jennifer Archibald	Brian Bailkowski
Joanne Comeau	Joanne MacDonald-Burns	Kristy Spears
Dorothy Edem	Diane MacKenzie	Heather Thompson
Marie Fay	Allison Mansfield	Liz Townsend
Lygia Figueiredo	Terry McLaughlin	Alexandra Yip
Jennifer Finlayson	Christopher Morse	Jocelyn Brown
Jennifer Barnes	Maureen Bisson	Patti Card
Anne Carswell	Margaret Champion	Elaine Churchill
Lisa Currie	Janice Davis	Susan Doble
Jennifer Eames	Alana Emin	Julia Gates
Jo-Anna Halfyard	Sherran Henderson	Alana James
Avai Kochanoff	Cheryl Lake	Jenna MacKinnon
Kimberly MacNeil	Jill Mailhiot	P. Anne Moore
Neil Morse	Angela Naugle	Richard Pingert
Lisa Rand	Kendra Rex	Lexie Steeves-Dorey
Cynthia Stilwell		

Proxies:

Joan Versnel	Karen Landry	Tyla Burnett
Carolyn Discher	Lynn Sheehan	Tanya Packer
Sarah Waugh	Lana Taylor	Krista Stott-Jones
Sarah MacKenzie	Kristy Drake	Lori Young

Patricia McDermott
Susanne MacLean
Elaine Hulan
Melissa Gibbons
Nancy Littler
Natasha Minaker

Michelle Richards
Nancy Greaves
Tracy Vigliarolo
Annette Fraser
Ruth Burrows

Lindsay Edwards
Heather White
Rosemary Mooney
Nicole Boudreau
Phyllis Spurway

Regrets:

Vanessa Varalli
Debra Boudreau

Krista Boychuk
Aline Couturier

Tina Comeau Doucet
Stacy Ackroyd

Telehealth:

Bridgewater:

Sydney:

1.0 Call to Order

P. Williams called the meeting to order at 1:38 PM.

P. Williams introduced Board Members and COTNS staff, Christine Marchessault and Krista Cullen; Registrar, Gayle Salsman; and Continuing Competency Coordinator, Dorothy Edem.. Regrets were received from Leticia Richer, Chair, Victoria Apold, Governor-in-Council Representative and Joy Moulton, Office Manager and Michael O' Hara, COTNS legal counsel.

2.0 Approval of Agenda

It was moved by J. Finlayson and seconded by D. MacKenzie that the agenda be approved as circulated. Motion carried.

3.0 Approval of 2009 AGM Minutes

It was moved by N. Morse and seconded by G. Ross that the minutes be approved as circulated. Motion carried.

3.1 Angela and K. Rex were appointed as the 2010 AGM Minutes Review Committee

4.0 Reports

4.1 Chair's Report

P. Williams explained that majority of work completed over the past year were driven by external forces such as **AIT, FarPa, Framework for Foreign Qualifications.**

Key Strategic Areas:

- Be Fiscally Responsible
 - Reviewed technical needs
 - Signed a contract to overhaul database system and move to online registration

- Search has begun for a new office space with more professional branding of the College and more visible location
- Have begun a review of the fee structure
- Work with other Organizations
 - Working with Association of Canadian Occupational Therapy Regulatory Organizations (ACOTRO),
 - Finalized the Labour Mobility Support Agreement
 - Working on updating the Essential Competencies of Practice
 - Nova Scotia Regulated Health Professions Network.
- Continuing Registrant Competence
 - The assessment of current practice and Professional Development Plan
- Fair, Timely and Transparent Registration and Complaints Processes
 - Work focused around ensuring compliance with FarPa

P. Williams thanked board and volunteers for their hard work.

4.2 Registrar's Report

Gayle Salsman:

COTNS has had a steady increase in membership over past 10 years which has undoubtedly been reflected in increased advocacy. The complaints have remained stable over this time frame (~1/year). There has been a noted increase in inquiries from the public and the membership. We, as a board, feel we need to review this and will be a topic for education sessions in the coming year.

In the 2009-2010 fiscal year the College received 53 new applicants and we now have a current membership of 416. We are currently the only province to include paid hours of service for the currency hour definition. We are reviewing this definition.

4.3 Treasurer's Report

Christine Marchessault:

There was surplus this year and this will be allocated to the online registration process.

This year has shown an increase in volunteers and legal fees over the past year.

D. MacKenzie questioned why the board and costs were doubled in the coming year. It was explained that the honorarium budget was collapsed into the committee budget.

4.3.1 J. Brown moved and H. Thompson seconded that Raymond Ells be appointed as auditor for the year 2009-2010. Motion carried.

The board and G. Salsman wish to note a special thank you to R. Ells, who has completed the audit for \$300.00 this year and has completed the audit for the past 20+ years. We also thank him for his promptness in this endeavor.

4.3.1 R. Ells was appointed as Auditor for 2010-2011

4.4 Practice Committee Report

The practice committee will be reviewing the complaints and practice questions in relation to Essential Competencies. As well as a practice guideline on delegation to field for feedback Fall 2010.

4.5 Continuing Competency Committee Report

D. Edem

D, Edem acknowledged the work of the committee over the past year. She noted that this was the first year of self-assessment and has received positive feedback. She has held several sessions in the HRM and in the process of consulting with Truro.

The E-News has been used regularly in the past year and invited the membership to send her any feed back or educational updates for publication to the entire membership via the E-News.

The Committee is working on the Peer Assessment portion as well as an evaluation of the utility of the portfolio. They have been consulting other provinces and health care professionals to complete this portion of the portfolio and Peer Assessment.

It was noted that most present membership for the E-News informative and beneficial.

4.6 Nominations Committee Report

N. Morse and L. Figueredo

Committee has met several times over the past few months. L. Richer has re-offered her position. S. Thieu has also volunteered to fill the vacancy on the board.

4.7 Call for Nominations

The question “Are there any further nominations to the College Board?” was asked three times. C. Marchessault has nominated S. Thieu and Scott has accepted this nomination.

Both positions acclaimed.

L. Richer and S. Thieu were acclaimed to fill the positions on the Board for two years.

Thanks to Leticia and Scott were expressed.

4.7.1

N. Morse and L. Figueredo were appointed as the 2010-2011 Nominations Committee

5.0 Members Forum

5.1 Use of Title

D. MacKenzie asked about non-clinical OTs. G. Salsman noted that ACOTRO was not focused on changing the focus of who is an occupational therapist. The intention was to engage non-clinical occupational therapists to maintain their title. There is a CAOT regarding advanced practice and occupational therapy title. There will be position paper from CAOT in the coming year. Different provinces address the concept of title differently and NS is very board in its definition.

J. Brown also spoke to this issue as she attended the leadership forum led by CAOT. At the beginning of the forum it was noted that there is a sharp decline in OTs at the age of 45. She feels that this is due to regulatory issues or discomfort in calling themselves by the title in non-medical roles.

A. Rudman also noted that F. Clarke`s plenary talk emphasized that lawyers and doctors maintain their designation despite being in non-traditional roles.

D. MacKenzie applauded NS for is broad definition of use of title.

- 5.2 N. Morse wanted to comment that he was very appreciative of the E-News and the continuing competence committee for their hard work and membership engagement.
- 5.3 J. Brown voiced concern as to not increasing the budget for a contingency fund as other health care professionals and other provinces have noted in increase in legal fees and hearings. C. Marchessault noted that surplus over the past several years has gone to this possibility. G. Salsman noted that we are in a good position if this were to occur.

6.0 Tentative date for the Annual General Meeting of COTNS 2011

It was noted that during last year`s AGM, membership wanted to move the meeting to Friday afternoon. A member noted Colchester regional therapists were not permitted to attend and wished for teleconference. The board explained that Truro was offered a telehealth site and declined this option.

It was discussed that the educational component did make a difference to some sites and their ability to attend during work time.

Other therapists voiced that some worksites were encouraged to attend the AGM and stated that is was a responsibility of being a member of legal body and its participation.

C. Kelly voiced that the CHDA members were disappointed that it was during work time as they could not attend. CHDA management noted that client focus must be a priority.

Cape Breton voiced that they were told it was a situation of either taking vacation or education hours to attend this meeting.

S. Yip felt that the intention of altering the Friday-Saturday concept was a good one and that it would eventually even out.

S. Thieu suggested changing the time of the meeting into the later portion of the afternoon and into the evening. This was echoed by multiple members from the floor.

A change in date was also discussed as it was difficult for staff to attend on a Friday afternoon. A mid-week Wednesday was suggested.

It was suggested a letter of support by written by the Board to assist membership to garnish support for their managers for attend on work time.

No support was garnished from the floor for weekend meetings in the future and late afternoon was overwhelmingly preferred.

A. Rudman felt that weekend meetings were a good opportunity for OTS to network and become rejuvenated. She noted that we, as membership, should advocate for our time with our employers and alternation is valuable.

L. Figueiredo noted that as an employer it was essential not to discriminate between health care professionals and that it was not realistic for all health care professionals to attend their professional association AGMs.

M. Connors noted that it would be realistic that a certain percentage of therapists from each site be permitted to attend. M. Champion noted that the by-laws state that the date for the next AGM be set at the current AGM.

7.0 **Adjournment**

P. Williams adjourned the meeting at 2:47pm. She thanked the paid staff of COTNS at this time.

Respectfully Submitted,

Krista Cullen
Secretary