

Minutes of the 2022 Annual General Meeting of Newfoundland and Labrador College of Physiotherapists
Friday June 17, 2022 at 12:00pm
In person at MUNN Signal Hill Campus and Online via Zoom

Present: Jessica Browne, Laura Bryant, Jennifer Burt, Kaitlin Connolly, Charlene Devereux, Kristina Dooling, Keith Fahey, Heather Foley, Sandra Gosse, Judy Kay, Susan Kennedy, Eric Lamme, Deb Noseworthy, Dana O'Brien, Squibb, Heidi O'Keefe, Catherine Pilgrim, Amie Roestenberg, Ingrid Ruelokke, Kathy Simmons, Frank Simms, Stephanie Spencer, Heather Sullivan, Kathy Winsor,

Council: Raeleen Baggs, Rebecca Cahill, Emma House, Josh Hurley, Bill Maher, Diane Penney, Rachelle Ryan, Kerri Smith (Public Member), Caroline Sullivan, Deanne Wareham, Mike Kay (Executive Director/ Registrar).

Item	Discussion	Action
1.0 OPENING		
1.1 Introduction of Council Members	The meeting was called to order at 12:07 p.m. by Bill Maher. Bill Maher introduced members of Council present and the Executive Director/Registrar.	
1.2 Explanation of Proceedings	Bill Maher explained proceedings of meeting.	
2.0 ADDITIONS TO AGENDA		
2.1 Additions to Agenda	4.6 Allocation of Funds	
3.0 ADOPTION OF MINUTES		
3.1 2021 Annual General Meeting Minutes	No additions or corrections.	Motion: Deb Noseworthy moved for the adoption of the Minutes of the 2021 AGM. Rachelle Ryan seconded. Motion carried.
3.2 Business Arising from the Minutes	Nothing.	
4.0 NEW BUSINESS		
4.1 Certificates of Recognition	Bill presented certificates to Rachelle Ryan, Emma House, Rayleen Baggs, and Kerri Smith.	Certificates of Appreciation will be sent out in the mail to those who couldn't attend in person.
4.2 Council Elections	Rachelle oversaw the election process. There are 2 vacant positions on Council. 2 current members who are finishing their terms are willing to stay on Council for another term. No nominations brought to College prior to the AGM. Called for nominations 3 times from the floor. No nominations from the floor. No elections.	
4.3 Ratification of Solicitor	Rachelle provided background on solicitor recommendation. Mr. John O'Dea has been the solicitor for the College for several years.	Motion: Rachelle moved to ratify John O'Dea as solicitor; Dianne Penney seconded. Motion carried.
4.4 Ratification of Auditor	Josh provided background on the Auditor recommendation.	Motion: Deb Noseworthy moved to ratify Pinsent & Associates as Auditor; Keith Fahey seconded. Motion carried.
4.5 Volunteers for Committees	Mike has had members contact him throughout the year looking to volunteer and have all been appointed to a committees. Mike invited other members who are interested in volunteering to put their names forward to College.	
4.6 Allocation of funds	Financial Institution has encouraged the College to move monies from Savings to GICs.	Motion: Josh moved to transfer money from savings to GICs. Rebecca Cahill seconded. Motion carried.
5.0 REPORTS		
5.1 Chairperson's Report – Bill Maher	There has been a lot of work completed this year with regards to fully licensing conditional registrants. Bill thanked to Legislation Committee and Registration Committee for all the extra work and thanked Mike Kay for moving the process along. Bill noted that self-governance is something that a profession should be proud of and fight hard to keep so if there are issues and concerns, please make	Motion: Bill Maher moved to accept the report as presented; Deb Noseworthy seconded. Motion carried.

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	the College aware so that all members can be well represented. We have an excellent public member and we are thankful that we have her contribution.	
5.2 Executive Director/Registrar's Report – Mike Kay	Mike noted that the College has attempted multiple times to try and obtain another public member appointment from government. Mike open to any questions about his report.	Motion: Mike Kay motioned to accept the report as submitted; Kathy Simmons seconded. Motion carried.
5.3 Treasurer's Report – Josh Hurley / Emma House	Emma presented the report. Expenditures were much less again this year because of ongoing COVID-19 pandemic and no face to face meetings. Highlighted CAPR loan and the legal contract associated with same. Rent and fees generally unchanged.	Motion: Emma House moved to accept the report and the 2022 budget; Deb Noseworthy seconded. Motion carried.
5.4 Alliance Representative's Report – Mike Kay	Mike Kay spoke briefly about the function of the Alliance and their importance of credentialing foreign trained physiotherapists. Question from the floor about the likelihood of the Practical Component of the National Exam ever being reinstated and at the moment the answer to that question is unknown.	Motion: Bill Maher moved to accept the report; Rachelle Ryan seconded. Motion carried.
5.5 Complaints Authorization Committee Report - Rachelle Ryan	Rachelle gave brief overview of the function of the committee. There has been a lot of extra meetings and work being done. Common trends for complaints are around lack of accurate and complete documentation and complaints around social media and online postings. Encourage members to look to CPA's Social Media Policy and the relevant sections of The Core Standards of Practice for Physiotherapists in Canada for direction. Working on Social Media policy.	Motion: Rachelle Ryan moved to accept the report as circulated; Diane Penney seconded. Motion carried.
5.6 Continuing Competency Report - Mike Kay	Mike Kay thanked the committee members. 70 portfolios were reviewed. Committee is in the process of getting formal letters out to members. Reminded members that their portfolio could be requested for review at any time, especially if there is a complaint made against you. Clinical competency hours are separate from your regular work requirements.	Motion: Mike Kay moved to accept the report on behalf of the committee; Diane Penney seconded. Motion carried.
5.7 Registration Committee Report – Mike Kay	Mike Kay gave brief update on the function of the committee. Most of the work was related to the PCE, mentorship agreement (i.e. mentor doesn't have to be at the same site, but must be in the same province). In the future, the committee will be looking at inactive status, late fees, and late renewals. Continuing to look at an alternative process for active licensure in the absence of the practical exam. Developing a jurisprudence exam (with the priority being for new graduates).	Motion: Mike Kay moved to accept the report as presented; Emma House seconded. Motion carried.
5.8 Legislative Review Committee Report – Deb Noseworthy	Deb Noseworthy says committee is on standby for council. Main work of the committee and been an update of the Bylaws.	Motion: Deb Noseworthy moved to accept the report as presented; Josh Hurley seconded. Motion carried.
5.9 Governance Committee Report – Mike Kay	Mike thanked the committee members and their willingness to meet at the last minute. Committee looking at advertising guidelines and PHIA and who is the custodian of the client's chart. Also Cultural Safety and Humility, Professional Boundaries and Controlled Acts.	Motion: Mike Kay moved to accept the report as presented; Diane Penney seconded. Motion carried.
5.10 Other	Nothing	
6.0 ADJOURNMENT:		Motion: Bill Maher adjourned the 2022 AGM at 12:57 pm.

Respectfully submitted by:
Caroline Sullivan