

NOVA SCOTIA COLLEGE OF PHYSIOTHERAPISTS
 Board of Directors Meeting, March 4, 2010
 Rowan Legg Board Room, IWK Hospital
MINUTES

Present: Jeff Rooney, Chair; Mike Sangster, Sandra Curwin, Ann Read, Heather Loneragan, Robert Cowan, Maureen Eagle-Aalders, Tara Mercier,
 Patrick King, Executive Director.

Regrets: Randall Tresidder, Joan Ross

Topic	Discussion	Action	Status / Comments
1. Call to Order::	.	The Chair called the meeting to order at 6:10pm	Completed
2. Review of Agenda:	The agenda for the meeting was reviewed.	MOTION: It was moved and seconded that the Agenda be accepted as circulated.	Agenda Approved
3. Review of Minutes:	January 28, 2010 minutes were reviewed and one spelling correction was made.	MOTION: To approve Jan. 28th minutes as corrected.	Motion Carried
4. Registrar Report:	Registrar absent due to weather conditions.		
5. Executive Directors Report	See attached Report	MOTION: It was moved and seconded that the Executive Director's Report be accepted as circulated.	Motion Carried
6. Treasurer's Report	Pat King reported that the NSCP accounting books were turned over to the Auditor in January for the yearend audit report; however due to a family problem the auditor is running late. He expects to have the financial statements to		

NOVA SCOTIA COLLEGE OF PHYSIOTHERAPISTS
 Board of Directors Meeting, March 4, 2010
 Rowan Legg Board Room, IWK Hospital
MINUTES

Topic	Discussion	Action	Status / Comments
	<p>us early next week. Once the audit has been completed Pat will be given the closing entries and at that point the accounting system will change from Cash Accounting to Accrual Accounting. This will allow for more meaningful monthly financial statements and budget comparisons.</p>		
<p>7. Committee Reports:</p> <p>Investigation Committee:</p>	<p>Jeff reported on a successful meeting between the Chair of the IC, Cathy Byham, Pat and himself to discuss the committee etc. Cathy indicated that she was planning on stepping down this year, but was in no hurry. She suggested that Jill Dollimount would be an excellent replacement, as Jill has been on the IC for some time and is used to the process. Jeff indicated that he and Pat would organize meeting with Jill to discuss this possibility. Many items were discussed at the meeting including Joan's role as a go-between the IC and the member being investigated so as to assist the member on the process without getting into any details re the investigation. In addition Joan would be responsible for administrative functions that might include NSCP upgrading her fax/scanner.</p> <p>Pat next indicated that he had received an email from Joan indicating that the Board needed to set up a Hearing Committee to listen to an appeal. It became apparent that there was some difficulty doing this because Board Members were concerned about time and conflict if they knew the physiotherapist appealing. It was agreed that the Committee could be set up online, via email and that our lawyer should be consulted about striking the Committee and educating the Committee on it roles and authority.</p>	<p>Board Chair to meet with possible new Investigation Chair.</p> <p>Pat to investigate Joan's hardware needs re providing administrative support to the IC.</p>	

NOVA SCOTIA COLLEGE OF PHYSIOTHERAPISTS
 Board of Directors Meeting, March 4, 2010
 Rowan Legg Board Room, IWK Hospital
 MINUTES

Topic	Discussion	Action	Status / Comments
	<p>Jeff indicated that Cathy had mentioned at the meeting that she thought it would be a good idea to officially appoint Heather Lonergan to the IC as Heather had a been a Board representative to the IC for the last three years but was leaving the Board in March. Cathy felt Heather should be appointed so as not to lose the years of experience that Heather has gained while representing the Board.</p>	<p>MOTION: It was moved and seconded that Helen Lonergan be appointed to the Investigations Committee.</p>	<p>Motion Carried</p>
Alliance:	<p>Ann reported that all was well with the Alliance and that she would be unable to attend the May meeting in Toronto. She indicated that she had discussed this with Joan and they felt it would be a good idea to send Pat. They felt that since the meeting was budgeted for there would be no costs outside the budget and that this would provide an excellent opportunity for Pat to meet the movers and shakers in the other provinces as well as at the national offices. The Board agreed.</p>	<p>Pat to attend the May Alliance meeting.</p>	
Practice Standards	<p>Pat indicated that he had attended the Practice Standards Committee meeting held the previous evening. He went on to say that the meeting was a good one and that there had been discussion on the Committee developing a Glossary of definitions. During this discussion Pat pointed out that the Board had discussed this at their last meeting and felt that such a glossary would have little meaning in many institutions, and in fact might add more confusion to an already confused situation because different abbreviations mean different things in different institutions. The Committee agreed to drop the idea. At present the Committee is reviewing two documents</p>		

NOVA SCOTIA COLLEGE OF PHYSIOTHERAPISTS
 Board of Directors Meeting, March 4, 2010
 Rowan Legg Board Room, IWK Hospital
 MINUTES

Topic	Discussion	Action	Status / Comments
Post Graduate Fund	<p>under the Standards/Policy tab found on the NSCP website They completed their review of the Informed Consent Guidelines and have asked the Board for input and are continuing their review of the Medical Legal. The Board next reviewed the Informed Consent Guideline and suggested that because there is presently a considerable amount of legislation around Informed Consent and because this is the first time they have seen the document that it should be held over until the April meeting at which time they could give direction to the Standards Committee.</p> <p>An inquiry was made as to whether the grants for 2010 would be restricted to Ortho programs only. A discussion ensued and it was resolved that the educational grants would be restricted to Ortho CE programs because the funds had been offered by the Orthopedic Branch.</p>	Pat to place this item on the April BOD Agenda.	
NSPAG	Ann Read directed the Board members to an invitation directed to them to participate in a one day conversation about issues and opportunities in Physiotherapy. The purpose of the discussion is to detail priorities and actions that organized Physiotherapy could undertake to increase Physiotherapists influence. The session is a result of a discussion the NSPAG started last year and is open to only members of the four organized NS physiotherapy bodies. Ann indicated that she would follow up with Board members closer to the event to insure strong participation.		
Peer Assessment	Pat indicated that he had been having discussions with the Chair of the Peer Assessment Committee Sally Shaw about reimbursement for Portfolio reviews and Clinical Assessments. The Committee has requested:		

NOVA SCOTIA COLLEGE OF PHYSIOTHERAPISTS
 Board of Directors Meeting, March 4, 2010
 Rowan Legg Board Room, IWK Hospital
 MINUTES

Topic	Discussion	Action	Status / Comments
Personnel & Nominating Committee	<p>50 portfolio reviews @ \$25. each \$1,250 2 Clinical reviews with 1 hr radius 720 8 Clinical reviews Metro <u>2,240</u> Total: \$4,210</p> <p>The board agreed that said dollars had already been budgeted for in 2010 and that the format of this budget process (5 hours for each Clinical assessment and travel time based on \$40 per 50 kilometer block made sense. The Board also looked forward to an annual Budget submission from the PA Committee in time for the Board annual budgeting process.</p> <p>The Board next reviewed the process for nomination members to the Board of Directors. It was agreed that the following would occur; A Call for Nominations would be emailed to the membership at large by the office. The Call for Nominations would indicate the number of vacancies and the number of incumbents. The Call would also inform the members that if they wished to nominate a member to the Board they could go to the NSCP website and download the Nomination Form, which includes space for a short Bio on the nominee. In advance of the AGM an email would be sent to the members with the list of nominees.</p>		
8. New Business			
a) New date for April Board Meeting	The Chair indicated that he was unavailable for the April meeting and wondered if a new date could be arrived at. The Board agreed to meet next on April 22, 2020.	Pat to follow up with the IWK	

NOVA SCOTIA COLLEGE OF PHYSIOTHERAPISTS
 Board of Directors Meeting, March 4, 2010
 Rowan Legg Board Room, IWK Hospital
 MINUTES

Topic	Discussion	Action	Status / Comments
9. Correspondence	None		
10. Conflict of Interest Declaration:	None		
11. Adjournment:			Meeting Adjourned
Next Meeting:	Next Board meeting is scheduled for April 22, 2010 at 6PM. in the Rowan-Legge Board Room, IWK Hospital.		

 Chair – Jeff Rooney

 Recorder – J Patrick King – Ex Dir