

# NOVA SCOTIA COLLEGE OF PHYSIOTHERAPISTS

Board of Directors Meeting, March 28, 2018

IWK – Rowan-Legge Board Room

## MINUTES

**Present:** Craig White(chair); Deanna Landry; Michael Sangster; Willena Gregor (videoconference); Wayne Carlon; Shanna Thompson; Joan Ross, Registrar; Mark Williams, Executive Director

**Regrets with cause:** Kristin Taylor; Shaun Sangster.

Topic	Discussion	Action	Status / Comments
<b>1. Call to Order:</b>	Craig White Chair, called the meeting to order at 6:04 pm.		<b>Completed</b>
<b>1.a. Review of Agenda:</b>	The agenda for the meeting was reviewed.	<b>MOTION: It was moved and seconded that the Agenda be accepted.</b>	<b>Agenda Approved</b>
<b>1.b. Conflict of Interest Declaration</b>		<b>Chair called for members to declare any potential conflict of interest related to today's meeting</b>	<b>None</b>
<b>1.c. Review of Minutes:</b>	The Chair requested a motion to approve the February 21, 2018 minutes of the NSCP Board of Directors.	<b>MOTION: It was moved and seconded that the minutes of the Board meeting be approved with one change.</b>	<b>Motion Carried</b>
<b>1.d. Business from Minutes:</b>	None		<b>Completed</b>
<b>2. Election of Officers</b> a. Nominating Committee Report	Mike Sangster presented the nominations for officers as follows: Chair – Craig White; Vice Chair – Shaun Sangster; Treasurer – Kristin Taylor; Secretary – Jeff Knowles. After three calls for further nominations, and hearing none, the Chair asked for a motion to approve the slate of officers as presented.	<b>MOTION: It was moved and seconded that the slate of officers be accepted as presented</b>	<b>Motion Carried</b>

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2b. Appointment of Alliance Representative	Ms Ross currently fills the role of both the Board representative and Registrar representative for the Alliance. Mr. Williams expressed interest in participating in the Alliance to further his knowledge of the national regulatory landscape and current issues.	<b>MOTION: It was moved and seconded that Ms Ross continue to be the Board Representative at the Alliance and Mr. Williams be granted Observer status</b>	<b>Motion Carried</b>
<b>3. Registrar Report:</b>	Attached.  A motion was put forward to approve the membership changes since the last Board Meeting.	<b>MOTION: It was moved and seconded that the Registrar's Report be approved.</b>  <b>MOTION: It was moved and seconded that the changes to the Membership roster be approved.</b>	<b>Motion Carried</b>  <b>Motion Carried</b>
<b>4. Executive Directors Report</b>	Attached	<b>MOTION: It was moved and seconded that the Executive Director's Report be approved.</b>	<b>Motion Carried</b>
<b>5. Treasurer's Report</b>	Mark Williams, Executive Director reviewed the February 28, 2018 NSCP Financial Statements on behalf of Kristin Taylor, Treasurer.	<b>MOTION: It was moved and seconded that the financial statements be accepted.</b>	<b>Motion Carried</b>
<b>7. Committee Reports:</b> <b>a) Investigations Committee:</b>	Mr. Williams reported on behalf of the Investigations Committee Chair that there are 2 investigations outstanding from 2017, one of which a decision will be forthcoming after a meeting of the committee March 27,		

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	2018. The other outstanding complaint is scheduled to be reviewed April 5, 2018.		
<b>b) Alliance:</b>	See attached Registrar's Report		
<b>c) Practice Standards:</b>	Ms Ross presented the Practice standards report on behalf of Chair of the Practice Standards Committee. Practice standard presented for approval to seek feedback from members - Medical Legal Reporting. Advisory presented for approval to communicate to membership – Retention of records.	<b>MOTION: It was moved and seconded that the Practice Standard on Medical Legal Reporting be communicated to the membership for feedback</b>	<b>Motion Carried</b>
		<b>MOTION: It was moved and seconded that the Advisory Retention of Records be communicated to the Membership.</b>	<b>Motion Carried</b>
<b>e) Peer Assessment:</b>	See Executive Director Report		
		<b>MOTION: It was moved and seconded that the Committee Reports be approved.</b>	<b>Motion Carried</b>

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<b>8. New Business:</b> <b>a) New Committees</b> 1) Legislation Review	1) As per the motion passed at the AGM, the Board discussed the high-level objectives and composition for a committee to review and make recommendations regarding the Physiotherapy Act and Regulations. Potential Stakeholders/representation – Professional Association, Education, Public employers, Private employers, PTs in Rural/Urban	<b>MOTION: It was moved and seconded that a multi-stakeholder committee be formed to review and make recommendations on the Physiotherapy Act and Regulations. To be chaired by Ms Ross and administrative support to be provided by Mr. Williams.</b>	<b>Motion Carried</b>
2) Registration	2) Board volunteers will support Ms. Ross in furthering work on defining practice areas. No formal committee required at this time, however if a registration appeal occurs this will be the core to draw on for the required committee.	N/A	N/A
<b>9) Discussion</b> i) AGM	Discussed AGM. Suggestions for CE collected	N/A	N/A
ii) Committee TOR	TORs have not been reviewed in several years. Mr. Williams will generate a rotating schedule to ensure TORs are reviewed on an approximate 3-year cycle.	N/A	N/A
iii) Meeting Schedule for 2018/19	Mr. Williams will send a meeting schedule for 2018/19. Preference will be for Wednesdays towards the middle of the month and not on weeks with holidays.	N/A	N/A

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iv) Service award for Pat King	Mr. Pat King will complete the transition by the end of May or June this year.	<b>MOTION: It was moved and seconded that Mr. King be provided a service award equal to one week's compensation for every year of service (9 years).</b>	<b>Motion Carried</b>
<b>10) Correspondence</b> i) Concussion Safety Act	Member Barbara Adams is looking at tabling legislation that would be modeled after Rowan's Law in Ontario to legislate safe practices related to concussion in sport	<b>N/A</b>	<b>N/A</b>
<b>Next Meeting:</b>	Next meetings Wednesday, April 25, 2018 Wednesday, May 30, 2018		

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Secretary – Jeff Knowles

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Recorder – Mark Williams – Ex Dir