

NOVA SCOTIA COLLEGE OF PHYSIOTHERAPISTS

Board of Directors Meeting, October 17, 2018

IWK – Rowan-Legge Board Room

MINUTES

Present: Craig White (Chair); Kristin Taylor (Treasurer); Willena Gregor; Shaun Sangster (Vice-Chair); Deanna Landry; Michael Sangster (Past President); Wayne Carlon (Lay Rep); Shanna Thompson; Mark Williams (Executive Director)

Regrets with cause: Jeff Knowles (Secretary), Joan Ross (Registrar) – available for teleconference if required – not required.

Topic	Discussion	Action	Status / Comments
1. Call to Order:	Craig White Chair, called the meeting to order at 6:03 pm.		Completed
2. Review of Agenda:	The agenda for the meeting was reviewed.	MOTION: It was moved and seconded that the Agenda be accepted with the addition of item 10c to New Business.	Agenda Approved
3. Conflict of Interest Declaration		Chair called for members to declare any potential conflict of interest related to today's meeting	None
4. Review of Minutes:	The Chair requested a motion to approve the September 19, 2018 minutes of the NSCP Board of Directors.	MOTION: It was moved and seconded that the minutes of the Board meeting be approved with addition of Mr. Sangster's first name with regards to the Practice Standard's Committee report.	Motion Carried
5. Business from Minutes:	<ul style="list-style-type: none"> a) Request from Registrar re: revoked license <ul style="list-style-type: none"> a. Registrar's report clarified the circumstances of the revoked license and what is reported/voted on in regards to the register. b) Criminal record check <ul style="list-style-type: none"> a. Registrar's report and supplementary documents from Sept 19, 2018 meeting were reviewed and discussed along with Registrars 	<p>N/A</p> <p>MOTION: It was moved and seconded that all new applicants will be required to provide a</p>	<p>Completed</p> <p>Motion Carried</p>

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	<p>report answering/clarifying questions from Sept 19 meeting.</p> <p>c) Letter of support re: Concussion Legislation a. A letter drafted and distributed prior to the meeting was reviewed and no changes were recommended.</p>	<p>Criminal Record Check and Vulnerable Sectors Check, prior to registration. Upon renewal an annual declaration of good character will also be required. Criminal Record check will be updated every 5 years. Existing members will have the same requirements; however, completion of the membership will be done over a period of 5 years on a schedule defined by staff.</p> <p>MOTION: It was moved and seconded that the letter of support drafted and distributed be accepted and sent to Barbara Adams, MLA</p>	<p align="center">Motion Carried</p>
<p>6. Registrar Report:</p>	<p>Attached.</p> <p>A motion was put forward to approve the membership changes since the last Board Meeting.</p>	<p>MOTION: It was moved and seconded that the Registrar's Report be approved.</p> <p>MOTION: It was moved and seconded that the changes to the Membership roster be approved.</p>	<p align="center">Motion Carried</p> <p align="center">Motion Carried</p>
<p>7. Executive Directors Report</p>	<p>Attached</p>	<p>MOTION: It was moved and seconded that the Executive Director's Report be approved.</p>	<p align="center">Motion Carried</p>

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<p>8. Treasurer’s Report</p>	<p>a) Kristin Taylor, Treasurer reviewed the September 30, 2018 NSCP Financial Statements.</p> <p>b) Kristin Taylor, Treasurer reviewed the proposed NSCP 2019 Budget. An in-camera session was held from 20:03 to 20:22 to discuss staff salaries.</p>	<p>MOTION: It was moved and seconded that the financial statements be accepted.</p> <p>MOTION: It was moved and seconded that the 2019 budget be referred to the finance committee to discuss staff salaries.</p>	<p>Motion Carried</p> <p>Motion Carried</p>
<p>9. Committee Reports:</p> <p>a) Investigations Committee:</p> <p>b) Alliance:</p> <p>c) Practice Standards:</p> <p>e) Peer Assessment:</p>	<p>See Executive Directors Report</p> <p>See attached Registrar’s Report</p> <p>Mr. Shaun Sangster Reported on the upcoming priorities for the PSC as follows:</p> <ul style="list-style-type: none"> a. Electronic Health Records and Electronic Signatures b. Tele practice- 2006 (compare to cross border) c. Personal Directives Act, Guidelines 2010; PIFA d. Supervision and Task Assignment – 2011 <p>See Executive Director Report</p>	<p>MOTION: It was moved and seconded that the Committee Reports be approved.</p>	<p>Motion Carried</p>

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10. New Business:	a) NSPAG a) TOR and Meeting minutes were provided from the NSPAG meeting. Reps need to be designated.	MOTION: It was moved and seconded that the Shanna Thompson be the board member rep and Joan and Mark split the second position as required.	Motion Carried
	b) AGM a) Exec Dir met with Dal and NSPA reps. Tentative plan for March 30 with sharing of resources and combined CE.	N/A	Completed
	c) Ensuring clarity in claims of efficacy and scope of practice a) Discussion related to Chiropractor Regulators in BC cracking down on misleading health claims was had and how it relates to PT practice in NS.	MOTION: It was moved and seconded to refer this topic to the Practice Standards Committee to add to the priorities.	Motion Carried
11) Discussion	None	N/A	N/A
12) Correspondence	None		
Next Meeting:	Next meetings November 21, 2018 December 12, 2018 Jan 23 (optional) Feb 13		

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Shaun Sangster

Vice Chair – Shaun Sangster
on behalf of Secretary – Jeff Knowles
(Absent with cause)

Mark Williams

Recorder – Mark Williams – Ex Dir