



ANNUAL GENERAL MEETING MINUTES

TIME: 12:00 p.m.
PLACE: Dalhousie University
DATE: June 14, 2018

PRESENT:

Voting Members Attended in Person

Brian Bailkowski	Annette Fraser	Terry McLaughlin
Heather Beaton	Jo-Anna Halfyard	Adelle Mills
Jonathan Belbin	Kim Hansen	Randi Monroe
Stephanie Bizzeth	Sherran Henderson	Rosemary Mooney
Bernice Bouter	Karen Joudrey	Catherine-Anne Murray
Christine Bray	Carolyn Kelly	Josh Parker
Anne Marie Brousseau	Nicole Kelly	Emma Paynter
Faythe Buchanan	Niki Kiepek	Alyssa Sealy
Patti Card	Myrna King	Kaitlin Sibbald
Laura Caron	Andria Kosel	Lynn Sheehan
Victoria Cernjak	James Lamey	Dominique Shephard
Elaine Churchill	Karen Landry	Matthew Snyder
Joanne Comeau	Cherie Lewis	Kait Sullivan
Pauline Cousins	Heidi Lauckner	Joan Versnel
Janice Davis	Emily MacEwan	Emily Webber
Colleen Diggins	Meghan MacLeod	Sandy Wheeler
Dorothy Edem	Christine Marchessault	Monique Yazbek

Voting Members Attended by Adobe Connect

Stephanie Adams	Sheila Fricker	Karen Kendall
Arlene Allen-McCarthy	Nancy Garber	Cheryl Lake
Hayley Atkinson	Melissa Grant	Noella Lefort
Brenda Baxendale	Lara Hawley	Breann MacAulay
Holly Brogan	Sarah Hebb	Catherine MacDonald
Jocelyn Brown	Rochelle Heighton	Amy MacDonald
Nicole Butler	Jessica Hillinger	Ashley MacDougall
Lindsay Cameron	Alisha Hosein	Rochelle MacKenzie
Cora Campbell	Allanna Jost	Chastity MacMullin
Carolyn Crawford	Jennifer Keirstead	Paige McNutt

Sally Merks-Ennis
Rhea Newman
Kathryn Parsons
Shalane Power
Allison Purchase

Callie Quinlan
Jessica Rankin
Kelly Ross
Shelley Ross
Susan Street

Dara Tugwell
Cindy White
Emma Young

Non-Voting Attendees

Rachel Burgess (Online)
Tonya Elia
Anna Fritschij

Katie Fullerton
Jenn MacKay-Myra
Eilish MacQuarrie (Online)

Carmel O'Keefe

1.0 Call to order

The meeting was called to order by Christine Bray, Chair of the Board, at 12:07pm

2.0 Approval of Agenda

Motion: It was moved by Dorothy Edem and seconded by Karen Landry that the Agenda be approved as circulated. Motion carried.

3.0 Approval of Minutes from June 15, 2017 AGM minutes

Motion: It was moved by Joan Versnel and seconded by Terry McLaughlin that the June 15, 2017 Minutes be approved as circulated. Motion carried.

4.0 Annual Report

Jonathan Belbin reviewed highlights of the annual report, including the registration requirements for membership with the Nova Scotia Society of Occupational Therapists (NSSOT), as well as updates from the Credentials, Continuing Competence, and Practice committees.

Motion: It was moved by Niki Kiepek and seconded by Terry McLaughlin that the Annual Report would be approved as circulated. Motion carried.

5.0 Auditors Report

The Auditor's report was presented by Alida Du Plooy, CPA, CA from Collins Barrow NS.

Motion: It was moved by Myrna King and seconded by that the Auditors report be approved as circulated. Motion Carried.

Motion: It was moved by Brian Baikowski and seconded by Christine Marchessault that COTNS accept Collins Barrow as the 2019-2024 Auditors. Motion carried.

6.0 Nominations

There are 2 two-year positions available on the COTNS Board. Niki Kiepek and Cherie Lewis are completing their 2nd year of their two-year terms. Christine Bray and Myrna King submitted their names as interested in serving in one of the two available positions respectively. There were three calls for further nominations and no other nominations were received. Therefore Christine Bray and Myrna King were acclaimed to the COTNS Board.

7.0 Members Forum

Jonathan Belbin posed the following questions to the membership:

- 1) Are registrants interested in e-transfer as an option for payment?

Majority Response: Yes, none opposed.

- 2) Are registrants interested in payroll deduction (registrants would still need to submit a registration form).

Majority Response: Yes, none opposed.

Action: Jonathan Belbin to speak with NSHA to arrange set up of payroll deduction. Jonathan reminded members that registrants will have to initiate this payment option through human resources on their own.

- 3) Membership cards and receipts are available on the system. Do members want to continue to have these documents mailed to them?

Majority response: No, documents do not have to be mailed, however members would like the option to have them available upon request. Jonathan confirmed this would be possible, for a small fee, at the registrant's request.

Questions posed from members:

Question from the floor: *Does anyone have experience working in low vision?*

Jonathan Belbin indicated that he would look into this and get back to the registrant.

Question from floor: *How is COTNS going to address the differences in private versus public practice on the competence assessment?*

Jonathan Belbin: Assessment Development Working Group members represent diverse backgrounds, questions will be on key regulatory issues which should be consistent between private and public practice.

Question online: *How is COTNS educating the public?*

Jonathan Belbin reviewed initiatives and has started to address this part of our strategic plan.

Question: *Has the board made any decisions regarding specialization?*

Jonathan Belbin: While specialization is an option under the Act, no other province at present recognizes specialization. Any consideration would need to involve ACOTRO so that this is consistent across Canada. Ontario has issued a new use of title standard in the past 6 months that allows for recognition of certifications. In Nova Scotia, we currently don't allow use of certification titles (i.e. CHT), members can indicate the education they have received but not specify specialization.

Question floor: With the new adult capacity and decision making act, has the College developed a working group?

Jonathan Belbin: For members to become capacity assessors, training will need to be made available. The College hopes to be part of the Capacity and Decision Making training and as training becomes available, information will be passed on to our members.

Question from Floor: As OTs move towards electronic records, what are the expectations and responsibilities to keep files and that impacts shadow charting?

Jonathan Belbin: The member may want to investigate downtime procedures with their employer and discuss procedures when records cannot be accessed. Any notes that are kept are considered part of a health record. The Registrar is available to discuss particular issues that may pertain to particular sites or practice settings.

Question online: is the exam happening for sure next year?

Jonathan Belbin: Although timelines do shift as we create and test the assessment, currently the assessment is anticipated to be available Fall 2019.

Question online: With respect to continuing education, is there movement toward credits for courses that we take, toward our professional competence?

Jonathan Belbin: Research has shown that a credit system may not be the most accurate in determining competence and there are significant logistical issues in determining the credit values of each course available. The College will not be moving towards a credit system for continuing education.

Question online: *What classes of registration – to be changed in legislation?*

Jonathan Belbin: ACOTRO is working on cross jurisdictional practice which would likely require separate classes. The College wants to clean up provisional license – currently there is no requirement to use different title, while other provinces uses provisional therapist.

Question online: *Can members be reminded about the need to register when on maternity leave, or rather that they don't have to register?*

Jonathan Belbin: We are in the process of updating the website; but members are encouraged to give Jonathan a call.

8.0 Tentative Date

The tentative date for the next AGM was set as June 13, 2019.

9.0 Adjournment

Meeting was adjourned by Christine Bray at 12:59pm.

2018 AGM Meeting Minutes approved June 13, 2019