

Annual General Meeting Minutes
June 13th, 2019
Dalhousie School of Occupational Therapy, Rm 219

PRESENT:

Voting Members Attended in Person

Jonathan Belbin	Alanna Emin	Diane MacKenzie
Stephanie Bizzeth	Jennifer Finlayson	Christine Marchessault
Nicole Boudreau	Jo-Anna Halfyard	Becky Marval
Bernice Bouter	Andrea Hannaford	Terry McLaughlin
Christine Bray	Sherran Henderson	Adelle Mills
Cassandra Browne	Nathalie Hiscott	Catherine-Anne Murray
Victoria Cernjak	Rebecca Holstead	Leticia Richer
Elaine Churchill	Elaine Hulan	Alyssa Sealy
Joanne Comeau	Sarah Keefe	Lynn Shaw
Janice Davis	Niki Kiepek	Cher Smith
Farran Dennis	Myrna King	Scott Thieu
Crystal Dieleman	Karen Landry	Emily Webber
Colleen Diggins	Cherie Lewis	Nelson Welsh
Dorothy Edem	Heidi Lauckner	Kevin Wong

Voting Members Attended by Adobe Connect

Arlene Allen-McCarthy	Erin Decoste	Paulette Langdon
Michelle Anderson	Carolyn Discher	Hilary Layton
Tahnee Anthony	Monique Dupuis-Lake	Noella Lefort
Ute-Maria Antony	Janice Ferguson	Brittany Lee
Elena Areny	Lindsay Foster	Kendra Lever
Brian Bailkowski	Sylvie Gibeau	Norma Lewis
Michael Battson	Cynthia Gill	Elizabeth MacIsaac
Brenda Baxendale	Leslie Greencorn	Rochelle MacKenzie
Debra Boudreau	Amanda Gwisdek	Peggy MacLean
Krista Buchanan	Holly Marie Head	Susan MacLean
Jillian Burton	Kim Hansen	Ansley MacPherson
Ashley Cameron	Kimberly Hardy	Cathy Marlin
Dionne Campbell	Laura Hasiuk	Brian McLeod
Laura Caron	Rochelle Heighton	Saholy Mevamanana
Linnaea Chapman	Margaret Higgins	Jenna Misener
Lisa Chisholm	Jacob Hoyles	Audrey Moore
Mallory Collins	Kelsey Hunter	Karla Moore
Pauline Cousins	Jennifer Keirstead	Meagan Murphy
Carolyn Crawford	Carolyn Kelly	Kathryn Parsons
Krista Cullen	Natasha Kerr	Christopher Perro
Gaetane d'Entremont	Cheryl Lake	Sheila Poulton

Aimee Prince
Lorian Putnam
Annie Quinlivan-Hall
Jessica Rankin
Rebecca Read
Lynn Renton
Mary Robinson
Kelly Ross
Lisa Saunders-Green

Amy Sedgwick
Julie Sheppard
Arlie Beth Shimon
Kristy Spear
Lexie Steeves-Dorey
Cynthia Stilwell
Susan Street
Kate Elizabeth Sumarah
RJ Sutherland

Dara Tugwell
Candice Wah
Alana Wentzell
Cindy White
Virginia Wolfe
Emma Young
Lori Young

Non-Voting Attendees

Jenn MacKay-Myra
Jill Mailhiot

1. Call to Order

The AGM was called to order at 12:09pm by Christine Bray, (Chair of the Board).

2. Approval of Agenda

Motion: It was moved by *Myrna King and seconded by Terry McLaughlin* that the Agenda be approved as amended. Motion carried.

3. Approval of the 2018 AGM Minutes

Motion: It was moved by Joanne Comeau and seconded by Catherine Anne Murray that the June 14, 2018 Minutes be approved as circulated. Motion carried.

4. Annual Report – Motion to Receive the Annual Report

Jonathan Belbin, outgoing Registrar, reviewed highlights of the annual report including: the COTNS strategic plan and registrant survey report; the recently formed Nova Scotia Occupational Therapy Collective; COTNS transparency policy; cross jurisdictional practice; request for new legislation and regulations; and the currency requirement. Updates from the Credentials Committee, Practice Committee, and Investigations Committee were also provided and the Continuing Competence Committee framework's peer assessment process was reviewed. Jonathan Belbin reported that the College had 53 applications and no new complaints this past year.

The annual Report was unanimously received by the registrants.

5. Auditor's Report – Motion to Receive the Auditor's Report

The Auditor's report was presented by Tonia O'Rielly, CPA, CA from Baker Tilley Nova Scotia.

Motion: It was moved by Niki Kiepek and seconded by Christine Marchessault that the Auditors report be approved as circulated. Motion Carried.

a. Motion to Appoint the Auditor for 2018-2019

Motion: It was moved by Dorothy Edem and seconded by Myrna King that COTNS accept Baker Tilley as the 2019-2020 Auditors. Motion carried.

6. Call for Nominations for the College Board of Directors

There are 2 two-year positions and 1 one-year position available on the COTNS Board. Niki Kiepek and Cherie Lewis are at the end of their 2-year terms and Christine Bray has stepped down from her position leaving a one-year term vacancy.

Cherie Lewis submitted her name as interested in serving a **two-year term**.

Motion: It was moved by Christine Bray and seconded by Niki Kiepek that Cherie Lewis be acclaimed to the COTNS Board of Directors. Motion carried.

7. Members' Forum

Kevin Wong, the College's incoming Registrar, reviewed data from the *Ethics In Practice* Learning Module, reporting the following: 539 registrants completed the learning module; 10.8% were unsuccessful on their first attempt; 102 scored 5/6 on their first attempt; any feedback received will be forwarded to the learning module working group for consideration; the College may provide information session(s) regarding the learning module answers and questions.

Questions posed by members:

Q: Will the College be sharing the rationale for the correct answers for the learning module or provide feedback regarding these answers.

Response: This request will go back to the committee and learning module group for consideration.

Q: When is the next Continuing Competence committee meeting?

Response: We anticipate the committee will regroup in September 2019.

Q: Who sits on the Learning Module Working Group?

Response: The College will not be identifying members of the learning module working group for various reasons. Jonathan Belbin reported however that all members of the working group have been vetted and selected from a variety of practice areas and a variety of areas across the province.

Q: What type of representation is on the Learning Module Working Group?

Response: Jonathan Belbin reported members were selected from various geographical areas across the province as well as various areas of practice (i.e., mental health, pediatrics, acute care, community). Jonathan encouraged members to contact the College if they would like to volunteer on the committee.

Q: The questions for the exam look to be focused on direct care. Will there be non-direct/clinical practice questions, or will there be an exemption for those who do not practice direct care?

Response: Jonathan reported there will not be an exemption option as COTNS does not offer a non-clinical only license; reassured members the structure of the exam will be much more general and will not be addressing specific clinical competence; that the exam will be different than that of British Columbia's, which looks at specific clinical areas of practice. Jonathan noted there will be an analysis of data after the roll out looking at clinical versus non-clinical practice.

Q: Is feedback on prep versus content exam, as prep did not seem to match the content. The registrants expressed their opinion that they did not feel there was reason to not share answers to questions; ethics has contextual influence.

Response: Jonathan indicated this is being looked at and will go back to the committee, noted some questions may be recycled; that the College started with the Ethics learning module with a focus on the process rather than knowledge base; he assured participants that the working group did agree on answers and they anticipated a 5-10% failure rate; the next module will be on documentation. Jonathan clarified that the learning module process for developing questions is much different than the Continuing Competence exam, caliber of questions will be much better. If there is specific feedback, the College welcomes registrants to submit their feedback to the Registrar.

8. Tentative date for the 2020 Annual General Meeting

The tentative date for the next AGM is June 18, 2020.

9. Adjournment

The meeting was adjourned at 12:59pm by Christine Bray.

2019 AGM Minutes approved June 18, 2020