

MINUTES

DATE: Saturday 1st DECEMBER 2018

TIME: 9:00 a.m. to 4:00 p.m.

LOCATION: CASLPM Conference Room

CHAIR: S. Day, President

PRESENT: R. Street, F. Gaudry, L. Goerzen, N. Eason, C. Brown

By web conference: C. MacTavish, C. Buchel (left MTG at 2:05 p.m.)

REGRETS: none

SCRIBE: L. McKietiuik, Registrar

1. Call to Order

- I. The meeting was called to order at 9:19 a.m.

President S. Day opened the meeting and welcomed everyone.

- II. College Mission Statement

The Mission Statement was read. Council acknowledged its responsibility to make decisions in the public interest.

- III. Declaration of Conflict of Interest

S. Day invited anyone who perceived a conflict of interest with any of the items on the agenda to declare. None was declared.

- IV. President's Remarks

S. Day expressed her appreciation for having the opportunity to serve as President and thanked Council for its work in the past year. She then turned the meeting over to L. McKietiuik to oversee elections for the slate of officers for the 2019 Term.

2. Election of Officers

- I. McKietiuik reviewed the election process for separate, sequential elections.

As per the information circulated by email prior to the Council MTG, one Council member provided notice of intent to seek election. F. Gaudry put forward his name, indicating that he would accept nomination for either Vice-President or Executive Committee member.

Election of President

No nomination for President was received in advance; the floor was opened to nominations.

MOTION 27/18 (F. Gaudry / L. Goerzen)

To nominate S. Day for President.

CARRIED

Call for further nominations. None received.

MOTION 28/18 (C. Buchel / C. MacTavish)

To close nominations for President.

CARRIED

Ms. Day was acclaimed President of Council for the 2019 term.

Election of Vice President

The floor was opened to nominations for Vice President.

MOTION 29/18 (F. Gaudry / C. Buchel)

To nominate F. Gaudry for Vice President (self-nomination).

CARRIED

Call for further nominations. None received.

MOTION 30/18 (S. Day / L. Goerzen)

To close nominations for Vice President.

CARRIED

Mr. Gaudry was acclaimed Vice-President of Council for the 2019 term.

Election of Executive Committee Member

The floor was opened to nominations for Executive Committee member. As per By – Law 11.7, the final position on Executive Committee must be filled by a public representative.

MOTION 31/18 (F. Gaudry / N. Eason)

To nominate C. Brown for Executive Committee Member.

CARRIED

Call for further nominations.

MOTION 32/18 (L. Goerzen / N. Eason)

To nominate R. Street for Executive Committee Member.

CARRIED

MOTION 33/18 (S. Day / F. Gaudry)

To close nominations for Executive Committee Member.

CARRIED

Two individuals nominated for Executive Committee Member. Votes were cast by secret ballot. Ms. Brown was elected as Executive Committee Member.

Slate of Officers for the 2019 Term was achieved, with composition of one public representative, one audiologist, and one speech – language pathologist, as per By – Law Article 5.0:

- President: S. Day, Speech – Language Pathologist
- Vice-President: F. Gaudry, Audiologist
- Third Executive Committee Member: C. Brown, Public Representative

MOTION 34/18 (L. Goerzen / C. Brown)

To approve destruction of ballots.

CARRIED

Oaths, Declarations, Disclosures

A package with the Ministerial Oath, Oath of Confidentiality, Conflict of Interest Agreement, and Affiliations Disclosure form will be sent to each Council Member by regular post. Please renew signatures and provide any updates to the information and return the package to the College Office. These are refreshed annually and retained on file.

The Council MTG Schedule for 2019 Term is included in the meeting materials.

S. Day resumed chairing the meeting.

3. Approval of AGENDA

The AGENDA of the 1st DECEMBER 2018 Council meeting was considered for approval. Items on the Agenda were reordered at the discretion of the Chair to accommodate early departure of some Council Members. Executive Committee were asked to finalize registrar’s performance review during the lunch break; otherwise Item 5. V. would be tabled to the next meeting.

MOTION 35/18 (F. Gaudry / N. Eason)

To approve Agenda.

CARRIED

4. Approval of MINUTES

I. MINUTES of the 29th SEPTEMBER 2018 Council Meeting

Details of the Council-only Closed Session are required to complete the MINUTES of the last meeting. S. Day to provide same. Approval of the MINUTES tabled to later in the meeting, once the MINUTES are complete.

5. GOVERNANCE / REVIEW of MONITORING REPORTS

I. Financial Condition / Planning & Budget

i. 3rd Quarter Report for the 2018 Budget was received by Council.

Discussion: Request to include a comparison of previous year's quarter results.

ii. 2019 Budget / 5 – Year Financial Plan

The 2019 Budget was approved at the last meeting of Council, 29th September 2018.

Discussion: projected staff salary increases in 2019.

The Registrar explained that staff contracts contain a cost of living adjustment, benchmarked to the Canadian Consumer Price Index, applied 1st January each year. Compensation scales vary according to position and are referenced in each individual's contract.

Council considered anecdotal comments that unionized employees within the provincial health care sector (Manitoba Government Employees Union, Manitoba Association of Health Care Professionals) were not subject to salary increases in 2019.

MOTION 36/18 (S. Day / L. Goerzen)

To rescind cost of living adjustments to staff salaries, as originally approved within the 2019 Budget.

Discussion: Anticipated savings of \$ 2500.00

CARRIED

Discussion: Rescind staff salary increment increases, as originally approved within 2019 Budget.

Council tabled further discussion pending a legal opinion re: rescinding staff salary increments set out in contract.

II. 2020 – 2024 Registrant Fees

Discussion:

Council considered adjustments to 2020 budget projections, in the 5 – Year Financial Plan, to achieve a positive adjusted net income over expenses with a 3% increase applied to registrant fees. Various models for 2020 projections were considered and adjustments made to the 5 – Year Financial Plan.

MOTION 37/18 (L. Goerzen / N. Eason)

To approve a three percent (3%) increase in registrant fees for the 2020 Practice Year.

CARRIED

MOTION 38/18 (L. Goerzen / C. Brown)

To approve projected fee increases:

2021	three percent (3%)
2022	two percent (2%)
2023	one percent (1%)
2024	one percent (1%)

CARRIED

III. Report to Council: Registrar’s Performance Review

S. Day called for a Council-only Closed Session to provide a report to Council re: registrar’s annual performance review for the 2018 term.

L. McKietiuK left the meeting at 1:40 p.m.

MOTION 39/18 (/) In oversight, no motion was made to go In Camera.

To rise from the General Meeting of Council and convene in a Council-only closed session.

CARRIED

MOTION 40/18 (L. Goerzen / F. Gaudry)

To rise from the Council-only closed session and reconvene the General Meeting of Council.

CARRIED

L. McKietiuK joined the meeting at 2:00 p.m.

Decision arising:

A lock box will be purchased for Executive Committee use.

C. Buchel left the meeting at 2:05 p.m.

IV. Registrar’s Report Information only
The Registrar provided a quarterly report and an update on the CAASPR Centralization and Capacity Building Project.

- V. Executive Committee Report Information only
- VI. Strategic Plan TABLED to next meeting
- VII. By – Law Amendments

MOTION 41/18 (C. MacTavish / R. Street)

To approve amendments to By-Law Article 9.0 and Article 11.0, amalgamating the existing professional practice standing committees to one.

Council has responsibility to structure standing committees to meet the needs of the College. Foreseeable work of a professional practice committee impacts both professions; amalgamation would reduce redundancy and make better use of College resources. Profession – specific panels may be convened as necessary.

CARRIED

6. REGULATORY POLICY

- I. Committee Reports Information only / No discussion
 - i. SLP Practice Advisory Committee Report
 - ii. Audiology Practice Advisory Committee Report
 - iii. Complaints Investigation Committee Report
- II. Complaints Investigation Committee: Procedures Manual

MOTION 42/18 (C. MacTavish / F. Gaudry)

To approve the Complaints Investigation Procedures Manual as presented.

Discussion:

The registrar clarified the application and use of the manual; it is specific to the Complaints Investigation process required of regulators and supports the work of the Complaints Investigation Committee, and panels thereof, as set out in the RHPA. It was suggested that a preamble be included to clarify the purpose of the manual.

CAARRIED

7. Approval of MINUTES

MINUTES of the 29th SEPTEMBER 2018 Council Meeting

MOTION 43/18 (C. MacTavish / F. Gaudry)

To accept the MINUTES of the CASLPM Council Meeting, 29th September 2018, as amended.

CARRIED

8. Next Meeting

- I. DATE: Saturday 16th MARCH 2019
TIME: 9:00 a.m. to 4:00 p.m.

The Council Meeting Schedule for 2019 Term will be posted for reference. Council was reminded of the Education Day set for Friday 15th March 2019. A calendar invite will be sent to Council. Meeting package and Agenda for the Education Day will be available two weeks prior to the event.

- II. Council Evaluation

Aggregate contents of the four responses received from the previous meeting's evaluation were circulated in the MTG package. Council Members were encouraged to complete the electronic evaluation tool provided for today's meeting.

- 9. **Adjournment**

MOTION 44/18 (Moved: L. Goerzen)

To adjourn the meeting at 4:12 p.m.