

Good afternoon, everyone,

It is a pleasure to speak to you today and I thank you for taking the time out of your busy schedules to attend the CASLPM Annual General Meeting in our 10th year as a college under the RHPA. We are pleased to have more than 75 attendees registered for this meeting.

CASLPM Office Team

In addition to the team of Suki Alix as Deputy Registrar and Marianne Crewson as Office Manager, CASLPM continues to retain the consulting services of Kristin Holt, who works on special projects. We have also hired a summer student to archive documents to move the office paper files to online storage. With our hybrid work environment, the movement to online storage allows the office to work more efficiently and allows for more secure storage of important documents.

2023 Office Projects

The movement online means that we will be shredding and discarding registrant paper files. You will be able to pick yours up from the office in the upcoming months when the transition to SharePoint is complete. Audiologist files are available for pick-up now and speech-language pathologist files will be available in the fall. You will receive an email after this meeting with instructions on how to obtain your paper file if applicable to you.

With the move to more online storage, and recent news from the U of W and other organizations, we remain vigilant about the possibility of cyber and ransomware attacks and have mitigated the risk of outages by ensuring that our service provider maintains two servers for our primary and back-up information to have us up and running quickly with minimal loss.

Together with the archiving of paper files, we are doing a comprehensive review of outdated information on SharePoint to remove any information that could be compromised. Information being removed includes identification and outdated record and registry checks. Future record and registry checks will be added to Alinity, where registrants will be able to download at any time. The paper copies will be destroyed by secure shredding. For those participating in PAD payments, we will retain banking details for the first payment only. This is a mid- to long-term project as there is a significant amount of information to review, and this work is being done on "downtime". We trust that by diversifying sensitive information into several storage areas, we will limit the impact of outages to our system.

2023 Council & Committee Work

Your Council has worked throughout 2023 to revise by-laws and set dates for elections going forward. In this meeting we will provide an overview of the changes and ask for confirmation to move forward with the new by-laws and election cycle.

Our committees were also hard at work in 2023.

The practice advisory committee revised and prepared new practice directions for use by registrants. Of note, there were many questions as a result of the informed consent practice direction, and the committee is working to add clarification by way of revised FAQ in the document. We thank all registrants who brought forward questions for the committee's review, and for your diligence in ensuring your adherence to the practice direction. As an example of the amount of work the committee does to finalize a practice direction, the informed consent practice direction was prepared over the course of several years and included a minimum of six reviews by council, the opportunity for registrants to comment, and legal counsel consultation. The Practice Advisory Committee is always open to feedback on improvement or input on the questions for the FAQ. We remind registrants that you work in a variety of settings and so the practice directions are presented typically in a general way to fit multiple scenarios. We wish to empower you by reminding you that CASLPM trusts your judgement as a professional to ensure that your specific work environment complies with the practice directions that are prepared.

I also use this opportunity to suggest that an annual review of the CASLPM code of ethics and practice directions are a good habit for you.

The complaints investigation committee saw five complaints under review in 2023. A common theme that ran through the complaints is that they were either aided by good documentation or made more challenging by a lack of documentation. If there is one piece of advice that I can give to registrants, it's "document, document, document". If we ever require information from you regarding a specific patient, client, or incident, you are not likely to be able to rely solely on your memory about specifics that occurred five months or five years ago.

The continuing competency committee, together with Suki Alix, has completed the first competency audit after the test review in 2023. Registrants are reminded that the self-assessment tool is an important part of the competency review, and Suki will be reaching out to the 30% of registrants reviewed who did not complete their self-assessment tool in the 2021-2023 competency years. An email will also be sent to all registrants with tips and tricks for completing your competency submission.

We couldn't run CASLPM council, the committees, or our office without the dedicated registrants who serve on our council, committees, working groups, and in other capacities. I am grateful to each and every one and wish to acknowledge the work of the advanced competency working group, competency auditors, and the application review, continuing competency, and complaints investigation committee in the past year. The inquiry committee remains the only committee to be fully prepared for when the need arises. I am also thankful to those registrants who have initiated meetings with me for the purpose of education and advice on various items throughout the course of my tenure. A special note to those who provide me with the opportunity to learn more about the issues that are relevant to you and how best to approach solutions.

Gillian Barnes, CASLPM's new council chair, has transitioned seamlessly into her role, and is working hard to ensure the council runs effectively and efficiently. Each chair brings their own nuance and experience to the role, and we are lucky to have capable and committed registrants to fill these roles.

Financial Information

The financial report for 2023 is included in the Annual Report which has been available on CASLPM's website for your review.

The relative health of CASLPM's finances remains strong. Contingency funds are in place for the rising costs of legal fees, complaints, and appeals. It is these items that are driving the rising council and committee expenses. 2023 required legal opinions on a variety of matters including the complaints, an appeal, and a registrant renewal matter. The legal fees under the "college" expenses have also increased. We anticipate that legal expenses will remain high, as is the experience of other regulatory colleges and associations in Manitoba and across Canada.

Summary

And finally, I continue to work with my colleagues from other regulators in Manitoba and throughout Canada to advance the professions and create consistencies across the country where we can.

I am excited to continue to advance the work of the college with the support of Council and a tremendous team in the office.

By-law Changes Overview

Council and staff have done a comprehensive review of the by-laws over the past year, and there are some substantial changes proposed for today's meeting. The CASLPM by-laws for confirmation today were posted on the CASLPM website in April along with a summary list of changes.

First, the titles "President and "Vice-President" have been changed to "Chair" and Vice-Chair" throughout to align with current practices, and the word "registrant" has been added to definitions.

The word "audit" has been replaced by "review" under the financial section to reflect practices of the college since 2013 and requirements under the RHPA.

Changes have been made to the council and committee sections to allow for election date modifications and for more flexibility to appoint members to committees as needed.

Changes were also made to the composition of committees to allow for the addition of a standing committee, called the Application Review Committee (ARC). The ARC was added to allow the registrar to request additional review of internationally educated applicants where significant gaps in education, clinical hours, or work history exist. The ARC makes recommendations to the Registrar for remediation in those cases or where minor gaps exist that cannot be easily remedied.

The Inquiry and Practice Advisory Committees now allow for flexibility of sizing to allow Council to determine where resources are needed on an annual review of the composition of committees.

Finally, the 2025 fee schedule appendix has been amended.

Thank you very much for your time today and please reach out to the College with any questions you have in the future.