

NBASLPA EXECUTIVE COUNCIL MEETING
September 12, 2013 3:30 pm
Teleconference

AGENDA

In attendance: Annie, Darrelyn, Debbie, Kari, Danielle, Jean-Marc

Regrets: Nadine, Michelle

Introductions: Jean-Marc Morneau was introduced as the association's new lay representative. He's working hard to learn the ins and outs (and all the abbreviations). Danielle is assisting with his orientation. Welcome Jean-Marc.

1. **Call to Order:** The meeting was called to order at 3:41pm
2. **Acceptance of Agenda:** **MOTION:** Annie moved to accept the agenda. Debbie seconded the motion.
3. **Acceptance of Previous Minutes (June 20 and August 8):** Danielle suggested the following amendments to the minutes from August 8th, however, there was not quorum so this item could not be resolved.
 - 4.2 under ACTION : 3rd sentence... that they have received the most *recent* version of Rule 14 and please add : ***Danielle to write an update to members to inform them of this information.***
 - 4.21 ***Danielle*** will contact Michelle Roussel... (Not Darrelyn) and add : ***Darrelyn will finish the letter and send it to Danielle for formatting and mailing.***
4. **Business Arising**
 - 4.1 **Call for a French SLP for the Discipline Committee (Darrelyn - Danielle):** This call has not been issued. Danielle sent a draft to Darrelyn for proofing. **ACTION:** Once this is complete, Danielle will send it to Diane for distribution. Danielle noted that it's version 2 that should be used for review.
 - 4.2 **Rule 14 Version 5 re: support personnel in schools (Darrelyn):** Darrelyn has spoken to Jenn about Rule 14 and obtained some preliminary information but she did not have it available for today's meeting. Danielle has spoken to Fred who is looking for a copy of the letter that was sent originally. He has version 5 of Rule 14. **ACTION:** Danielle will ask Jenn again for Rule 14 version 5.
 - 4.3 **Directory and members information and Personal Health Information in NB (Danielle):** The website has not officially been launched to members. Currently, it's only the public side that is accessible. The members' side still needs some work, including the set up of passwords so protected documents are currently not accessible. Danielle is hoping to meet with Diane next week in order to generate passwords for each member. There will be an official announcement launching the website soon. Once this happens, there will be a transition time to make sure that we do not lose any data from

the old site. The old site will stay active until about December. **ACTION:** Danielle promised to have the website on-line before the AGM and plans to keep the information current going forward.

4.4 Indebtedness Rule: no news - tabled.

4.5 Strategic Planning (Danielle): so far there is a 16% return rate on the satisfaction survey (34 English respondents and 14 French). Danielle has asked Diane to send out a reminder. We are looking for a minimum response rate of 30%. Danielle reports that the feedback so far has been good with a lot of thoughtful responses.

Danielle is still sorting out the details for the meetings but will forward this information to those attending soon. It was confirmed that on Friday night it will just be the Executive meeting to review the data in private. We will do a brief resume for the larger group on Saturday morning. We agreed to meet beginning at 6pm on Friday night and at 8:30 on Saturday morning.

4.6 Regional Reps. – Tabled.

4.7 Shippigan Early Intervention (Danielle): Several members of the executive have read the website in question and agree that some people could be misled by the wording on the English side of the site. **ACTION:** Darrelyn will draft a letter using the suggested changes and will then send it to Danielle, along with her electronic signature, so that it can be sent off.

4.8 Lay Rep (Danielle): Danielle welcomed Jean-Marc to the meeting. They have been communicating via email so that he can get up to speed as quickly as possible, particularly with learning the terminology.

4.9 Language Benchmarks (Danielle): A teleconference will be held on September 25th for those who participated in site interviews. The members of the CAASPR subcommittee working on the National Competency-Based Assessment Framework Portfolio Indicators will meet separately with the investigators on September 20th. **ACTION:** Debbie will attend the teleconference on September 20th and will share any pertinent information.

4.10 AGM and Conference Update (Annie): The program has been sent to all members. Annie reports that it's too early to tell but at this point, there are only 2 of the 15 minimum required registrations for the Audiology educational sessions. If these sessions are cancelled, it will mean that \$4200 will be lost from the budget due to withdrawn sponsorships. Although the association can "afford" this loss, the program organizers are hoping not to have to cancel. Currently there are 15 registrations for the iPad session and 3 for the Language and Literacy session.

Quorum for the AGM is 15 members so at this point, we should be good. Debbie asked whether we would consider having satellite locations connected via Skype or FaceTime. At this point, the hope is for a good on-site turn-out.

The organizing committee has advertised widely to many professional groups including PEISHA, NSSLHA, Itinerant Teachers and ENTs. **ACTION:** They plan to ask Diane to send out weekly reminders until the registration deadline in the hopes of driving up the numbers.

4.11 Members' concerns with SLP assistants positions in the school system

(Michelle - Darrelyn): Darrelyn had at meeting with Minister Carr and spoke to him about the Union's reaction to this situation. Darrelyn tried to help him understand the training that SLPs do with the Rehab Assistants as well as to understand our Rules and Regulations regarding Rehab Assistants. He did not comment at the time and she has heard nothing further from him.

4.12 Revision of the Official Language Act (Danielle) – Tabled.

4.13 SLP posing a diagnosis of dyslexia in NB (Michelle): Danielle received an email from Noella reporting that the subcommittee met on Monday of this week. They have looked at the available information from ASHA and other sources in order to prepare a submission for the Executive to consider.

4.14 Communicationnb.ca website (Danielle): **MOTION:** Annie moved to remove this item and include future updates under the Website Committee reports. Debbie seconded the motion.

4.15 Students' Stipends letter (Darrelyn): Danielle is still waiting to hear back from Michelle Roussel for the correct name to whom to address the letter.

4.16 Article and picture in Echo to introduce Executive Council: **MOTION:** Debbie moved to remove this item from the agenda. Annie seconded this motion.

4.17 FM system in schools (Danielle): Danielle reported that she is still waiting to hear back from Noella regarding the potential interest of a member of the SLP committee to co-chair this subcommittee. Danielle has also asked Kelsey Spurell to raise this question at the Audiology committee. Will leave this item on for now.

4.18 Audio Committee (Danielle): Kelsey Spurell has asked former Audiology Committee members to provide her with historical information. She is also looking to develop terms of reference for the committee. Danielle will participate in the first couple of meetings to support them while they get up and going. **MOTION:** Annie moved to remove this item. Debbie seconded the motion.

4.19 Northern Light Article: Communication has gone back to Noella congratulating the committee on this effort. They will consider publishing it beyond the Northern Light paper as well. **MOTION:** Debbie moved to remove this item from the agenda. Annie seconded the motion.

4.20 Advocacy with banks (Danielle): Danielle spoke with the SLP in question and provided her with our feedback & suggestions. She has made some contacts on her own and the original bank has reversed their previous decision. She thanked us for our

feedback. **MOTION:** Annie moved to remove this item from the agenda. Debbie seconded the motion.

4.21 Autism centers concerns – Tabled.

4.22 Concurrent Therapy Document: The document has been found. Annie looked back to old minutes and discovered that it had previously been approved but never finished. Danielle made corrections to the French version and put the NBASLPA logo on both the English and French versions. Jenn O wanted a copy and one has been sent to her. The final version will go on the website.

5. New Business

5.1 Micro Loan Program (Danielle): ACTION: Danielle will re-circulate the pertinent information and we will discuss this at a future meeting.

5.2 Director's Insurance with CASLPA (Danielle): CASLPA has inquired about shopping for a collective policy with a view to reducing premiums with a larger group. In order to do this, they require a copy of our current policy and financial information. After discussing various options and concerns, it was agreed that we would opt out for now but possibly consider in the future if it proves to be financially beneficial.

6. Registrar's Report - nothing to report.

7. Treasurer's Report: Submitted by Annie Giasson, treasurer
Between January 1st and September 10, 2013, our total revenue was \$ 92,340.04. Our expenses were \$ 46,274.55. Our net income was \$ 46,065.49. Our total assets as of September 10, 2013, were \$ 272,910.70.

8. CASLPA Board Member's Report - see APPENDIX C for this report.

9. Executive Director's Report - see APPENDIX A for this report.

10. CAASPR/CISG/Pan-Can/ FHP Reports - The next CAASPR meetings will be held on October 20 and 21st in Toronto. Michelle, Darrelyn and Danielle will all attend. Michelle and Darrelyn will share a room and will keep other costs to a minimum wherever possible. Danielle has some airline vouchers which she may use in order to reduce the cost of her flight. Debbie asked how information will be relayed from these meetings back to the members. It was agreed that a summary would be published in the ECHO and updates will also be posted on the website. See APPENDIX B for additional details.

11. Committee Reports - no reports received.

11.1 Legislation - inactive

11.2 Public Relations

11.3 AGM & Conference

11.4 TTF

11.5 Awards - inactive

11.6 S-LP

11.7 Audiology

11.8 Echo

11.9 Membership - Debbie requested an updated regarding the status of the proposal for changes to the Membership Application process. This has not yet been brought to the Legislation Committee but Darrelyn agreed to make this a priority and to provide feedback within two weeks.

11.10 Website - inactive

11.11 Regional Reps.

11.12 Complaints

11.13 Discipline

11.14 Translation

11.15 Finance Committee

12. Varia: Danielle asked about the status of her contract as her current one is about to expire. Darrelyn and Danielle will plan to discuss this next week when Darrelyn travels to Moncton for meetings.

13. Date and time of next meeting: September 27-28, 2013 (Strategic Planning). Danielle will forward the necessary information soon.

14. Adjournment: The meeting ended at 5:11.

APPENDIX A

Executive Director's Report Executive Council Meeting Teleconference

September 12, 2013

Since our last meeting, most of my time was used to continue making improvements of the new website, helping the Audio Committee Chair and working on the satisfaction survey to the members in preparation for the strategic planning session.

Website

The public section of the new website is functional. The members' section still needs a bit of work. Corrections have been done from the feedback received so far from Council members. Thank you.

Act

Sent a message to the lawyer to ask when the two Acts will be merged together as one version. It is supposed to be ready next week. Also requested a copy of the letter that was sent to another lawyer a while ago in regards to the autism workers. Awaiting reply.

Director's Insurance

Joanne Charlebois (ED CASLPA) sent the message below for Council's consideration. This will be on the Agenda for September 12.

"The additional purpose in my writing to you today, stems from a conversation that Louise and I were having, as relates to Directors Officers & Liability Insurance. SASLPA is interested in CASLPA obtaining a quote as to what it would cost for SASLPA to be extended coverage under the CASLPA Directors Officers & Liability Insurance. If you currently have your own coverage and are satisfied with your coverage this isn't meant to be a solicitation. If you wish to explore this further, whether you have coverage or not, please drop me a line separately, as I will need some information from you in order to find out what the additional cost would be, which we would pass onto you. There will not be any obligation for you to take this coverage and I anticipate there will be some financial efficiencies for provincial associations as the cost is somewhat prohibitive for a small association. This covers not only the executive director, and also the board of directors and the volunteer members who serve on your standing and ad hoc committees."

When I mentioned that NBASLPA might be interested, this was Joanne's reply:

"Danielle – in order for us to get a quote for NBASLPA – I would ask that you provide us a copy of your most recent financial statements i.e. whenever your year-end was, a list of your board of directors and a copy of your bylaws. As I will be out of the office next week, can you send these to both myself and Susan – thanks. "

Lay Rep

Mr. Jean-Marc Morneault has been appointed as Lay Rep. Just so you know a bit more about Mr. Morneault's background, here is the document that I sent to the L-G a few months ago:

Candidate for the Lay Representative Position with the New Brunswick Association of Speech-Language Pathologists and Audiologists

Candidate #2: Jean-Marc Morneault

Mr. Morneault is presently retired from his former employment at the Canadian National Railway (CNR), where he was employed as a Locomotive Engineer. He presently lives in St-Jacques and has a daughter who is an Audiologist.

Mr. Morneault was involved with his union for 25 years while he was employed. His main role as a shop steward (local chairman) allowed him to assist in finding solutions to various issues and to organize/chair local meetings, among other union-related activities. He was also the secretary/treasurer on the Executive Committee at some point during his long-term involvement with his union.

He has been involved in the Relay for Life event in his community for the last 5-6 years and undertook small-scaled fundraising activities. He is also on a committee who has been struck for the construction of a new church for a parish of St-Jacques.

He is looking for opportunities to continue to be active and involved in his community/province on a volunteer basis. Mr. Morneault is grateful for your consideration of his application.

*Jean-Marc Morneault
11 chemin Iroquois
St-Jacques, NB
E&B 2B5
1-506-739-9744
morno1@nbnet.nb.ca*

All appointments made by the Lieutenant Governor are announced in *The Royal Gazette*.

NBASLPA as well as Mr. Morneault have received the formal letter signed by the L-G last week.

The rest of tasks performed since the last meetings are part of the Agenda for verbal discussion.

Respectfully submitted,

Danielle Arsenault

Danielle Arsenault

APPENDIX B

CAASPR/CISG/Pan-Can/FHP

September 12, 2013

CAASPR

The Governance Committee met on August 20 to work on changes to the Bylaws. Unfortunately, I could not attend for personal reasons.

CISG

No news.

Pan-Can

A meeting was held on September 9, 2013. They will be preparing an orientation package for new members with history, TOR, latest minutes and other important info.

They discussed the idea of a past-chair concept for consistency, additional support, and continuity. The TOR presently mention a vice-chair role but it is up for discussion if that needs to be changed.

They will be asking of funding for students to review the literature on the most effective treatments, duration, service delivery models. It seems that U of Alberta has done some work on this subject that could be useful.

Wait times or more specifically related to child-language benchmarks is still a project that people are interested to pursue. Lynne ? and a student hired by CASLPA found literature this summer and a group is being formed right now to relook at the benchmark.

There will be poster presentation in Ottawa next May on how to develop benchmarks.

There is need to define terms such as advanced practice, advanced competency, specialization, advance scope of practice as there is confusion of what those terms mean. ASHA has certification for specialties (5 for SLPS and 2 for Audios) but they feel that they did this too quickly and could have done a better job. Australia is also looking into this matter right now. Some provinces are not allowed to say they have a specialty in something or are clinical specialists in something as such are provincially legislated.

Also preparing for the Day on the Hill next year during the Conference. CASLPA will be meeting with MPs and Senators for one afternoon.

FHP

No news.

Submitted by: Danielle Arsenault

APPENDIX C



CASLPA UPDATE SEPTEMBER 2013

- CASLPA Branding project update: The Board of Directors will be meeting via teleconference in the upcoming weeks to receive an update on this project. Further information will be distributed shortly.
- The governance review remains one of the top projects CASLPA is currently working on. You will soon receive information regarding dates for Webcasts which CASLPA Governance Review Task Force will be holding in October in order to keep members informed of this endeavour, and to gather member feedback.