



Executive Council Meeting Minutes
February 4th, 2020
7:00PM-9:00PM

Teleconference # 1-888-882-9090 (participant #9845752; chair #5008760), as required

Present: Alisha, France, Shelley, John, Angela, Cathy, Darrelyn, Linda, Diane
Meeting commenced: 7:05pm

1. Approval

- Agenda – Motion to amend the agenda to move strategic plan to the face-to-face meeting, add item regarding search engine optimization and department of education public meeting. Cathy moved to approve agenda with amendments. Seconded by Shelley. Motion carried.
- Minutes from January 14th, 2020
Meeting time needs to be changed to 7:00pm instead of 7:30pm. Linda's comments need to be added for clarification. Approval of minutes deferred to next meeting, March 14th, 2020. Cathy moved to defer approval of minutes. Seconded by Shelley. Motion carried.

2. Business Arising

- ***Review Executive Council Action Items Spreadsheet (Alisha -10 mins)***
Linda wrote to Mary Bartlett requesting information on the policies in question and is waiting for Mary's response. **Action item: Linda will send a letter to the gov't agencies that audiologists have contracts with and then the next step is to send the hearing aid society for the HIS personnel.** They may not be aware that they are not regulated. NB and NWT are the only province/territory that are not regulated.
- ***Website Online Renewal Update (France - 2 mins)***
Diane and France met with Mark from the Pridham group. He will present a quote/proposal within 2 weeks for the online renewal portion, which was a lot more work than Pridham group had anticipated. The EC was under the impression that this was going to be included in the original quote and project. **Action item: France will double check the documentation and emails and update the group when she hears from Mark. Cathy will ask Darin Quinn if he has a copy of this contract.**

3. New Business

- **Pan Canadian Alliance – NBASLPA Feedback (Cathy – 5 mins)**
Next meeting on February 11th, 2020. Questions from Cathy:
 - 1) What are your association's future plans and activities?
 - 2) What issues are your members raising? What information would you like to share with the Pan Canadian members?If the group has any feedback or suggestions, they can forward to Cathy by Friday, February 7th to share at the next meeting. Cathy will attach the latest **Tangential action item: France to send out the survey regarding the ECHO to members.**
- **Supply and Demand Analysis and Strategic Action Plan – Department of Health (Cathy – 5 mins)**
Who is responding to this? Does it require a response or was it an FYI? Linda suggested creating a policy that states who should respond to these memos. Cathy read that perhaps it's the ED who does this. France will look at the Operations Manual to see if there is any information on this. Discussion regarding this to take place at the F2F in March 2020.
- **Community Innovation Grant (France – 2 mins)**
Can be included in the ECHO so members are aware that there are small grants available throughout the year.
- **Review NBASLPA Strategic Plan (France - 30 mins)**
Action item: EC and staff to provide France with feedback on document by March 1, 2020.
- **Search engine optimization webinar. (France)**
Not worth talking about further.

4. Network Updates

- **Pan Canadian Alliance (Cathy)**
Meeting on Tuesday.
- **CAASPR (Linda)**
ED has been hired and started February 1st, 2020.
- **NB Health Profession Regulators Network (Linda)**
Meeting planned in February changed to videoconference meeting. Outlined some actions that they want to start working on and are in the process of getting more organized.

5. Internal Processes (30 mins)

6. Date & Time of Next Meeting

Face-to-Face March 14th, 2020 (Moncton Hospital 9:30am – 2:30pm)

Meeting adjourned: 9:50 pm