



**Executive Council Agenda**  
**March 16<sup>th</sup>, 2021**  
**7:00PM-9:00PM**

**Google Meet ID:** <https://meet.google.com/prs-ropm-dcp>

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**Attendees: Cathy Cormier, John Gillis, Angela Kaiser Hansen, Paula Murray, Alisha Gaetz, France Gauthier.**

**1. Approval**

- Agenda- Motion to approve agenda by Allison, seconded by Paula.
- Minutes from March 16<sup>th</sup>, 2021-Motion to approve minutes by Paula, seconded by Angela.

**2. Business Arising**

- Review Executive Council Action Items Spreadsheet – EC reviewed.

**3. New Business**

- HR Updates **(France)**- France interviewed candidate, Terrie-Lynn Bernatchez, for executive assistant. She had great references. She is finalizing the contract and going to offer the position tomorrow. Diane offered to help the new person. Position is 2-year contract. EC discussed lengthening contract to 5-years or indefinite. EC decided to make this an indefinite contract. There will be a probationary period. Motion to amend contract to make it an indefinite period and add a probationary period and yearly performance appraisal by Paula, seconded by Alisha. Motion that once contract is finalized the position will be offered to Terrie-Lynn by Paula, seconded by Cathy. Motion carried. **ACTION: Next meeting, look at organizational chart to see who the registrar and ED are directed by.**
- Minister of Health Consultation Session **(France)**-France reported that she attended the meeting and it went well. She said each person was given 2-3 minutes to speak for our professions. **ACTION: France to send a vision document. France to include that she will include note of this meeting in the ECHO.**

- CAASPR – Provinces Withdrawn & Next Steps **(Cathy)**- Cathy would like to send letter to CAASPR to inform them that Linda has stepped back from registrar position. France reviewed questions regarding risk of pulling out of CAASPR. John reported that answering these questions would cost a lot of money with the lawyer. France stated that she would like focus of CAASPR to be repairing relationships. **ACTION: John to draft questions regarding CAASPR and send to CAASPR board.**
- Retirement Gift & Celebration **(Cathy)**- Cathy suggested Zoom meeting. France suggested sending flowers. Alisha stated that a timepiece might be nice (i.e. watch).
- Treasurer – Temporary NBASLPA Accounting Task **(Angela)**- France reported that the new EA is coming in and Diane can train her so it should be a smooth transition. No need for Angela to assist at this time. She is looking to buy accounting software.
- Simultaneous Translation – Finance & Translation Committees **(Cathy)**- Education committee is looking into this. France said they are looking at French and English sessions. **ACTION: France to look for simultaneous translation for AGM.**
- ED Hours **(Cathy)**- Angela reported that there are extra hours right now for the registrar and thought maybe the ED could use those. Education committee has been a lot of work.
- Mentorship Information Request **(Cathy)**- Spoke with Linda, registrar about this to get copies of these. Cathy reported that there was a formal complaint on the performance on the registrar and to ensure proper process. **ACTION: Cathy to respond to member's complaint. Legislation Committee to review this and make sure that we are aware where changes have occurred. Cathy to draft letter.**
- Registrar Action Items **(Cathy)**- Reviewed with registrar.
- Rule Retention Guidelines **(Cathy)**- Cathy reviewed email from member that had this question and responded. Legislation Committee to review this. **ACTION: Put this response in the ECHO.**
- WorkSafe Information Sent to Lawyers **(Cathy)**- Lawyers were looking for evidence. Linda has two audiograms as two pieces of evidence to send. Angela reported that the issue was that WorkSafe were accepting audiograms from HIS people and if they are starting a new program and building audio booths, they need to only accept hearing tests from audiologists, not HIS. She was unsure if WorkSafe was contacted to inform them of this. There is still no chair with the Audiology Committee. **ACTION: Audiology Committee to draft letter for WorkSafe to inform them that they must only accept audiograms/tests from audiologists. Lawyer can review the document. Put email out to ask for Audiology Committee members and individual to be chair.**
- Hearing Aid Specialist Information Sent to Lawyers **(Cathy)**- **ACTION: Paula to meet with Audiology Committee get them to draft three letters and send them to Fred. Paula to ask Linda for two audiograms and information she sent to the lawyers.**

#### 4. Discussion with Registrar:

- Linda to send information regarding mentorship program.
- Linda to look for audiograms for evidence for lawyers.
- Update on CAASPR. Linda reported that they are in discussions with SACs. They are planning an urgent board meeting. No new reports.
- Linda's last day is April 9, 2021.

#### 5. Member & External Correspondence

- Hearing and Speech NS – Request for Interprovincial Support for NB Patients **(Cathy)**- Linda explained that she discussed this with Hearing and Speech NS last summer and reported that it is not our role to make agreements with groups within or outside of NB. SASLPA recently pulled out of CAASPR. **ACTION: Cathy to respond to Hearing and Speech NS and inform them of this.**

#### 6. Network & Committee Updates

- Pan Canadian Alliance **(Cathy)**-Tabled.
- PR Committee **(Paula)**- Paula stated that France has agreed to be the spokesperson for the PSA. They made the organizational chart for access to service. They are looking into adding this to website. **ACTION: Paula to send PSA statement to EC to review.**
- Membership Committee **(Allison)**-Tabled.
- Education Committee **(France)**- Committee doing well. The speakers are set up and France is to send contracts to the speakers.
- Legislation Committee **(France)**- Legislation Committee have a meeting next week.

#### 7. Adjournment

Meeting adjourned at 9:11 by Paula, seconded by Alisha.

#### 8. Date & Time of Next Meeting

April 20<sup>th</sup>, 2021