



**Executive Council Minutes**  
**January 18<sup>th</sup>, 2021**  
**6:30PM-9:00PM**

**Google Meet ID:** <https://meet.google.com/oci-onhi-dng>

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**1. Regulation Presentation with Micheal Neth (6:30pm-7:30pm)**

**2. Approval**

- Agenda- motion to approve agenda by Cathy, seconded by Joannie. Motion carried.
- Minutes from November 16<sup>th</sup>, 2021- motion to approve by Francisca, seconded by Cathy. Motion carried.

**3. Business Arising**

- Review Executive Council Action Items Spreadsheet **(Paula)**- Reviewed and updated.

**4. New Business**

- SAC Conference for President **(Paula)**- There is a budget for the president to go to SAC conference and there is an early bird pricing, but only able to get money back by March. Paula to wait until February and review then.
- CHA Guidelines – Member Rollout **(Paula)**- Completed but cannot communicate to members until we find out if this must be approved by the Minister of Health. Waiting on our lawyers to let us know next steps. In the meantime we will remove the guidelines from our website.
- Review Finances **(Francisca)**- Ended up with a surplus of \$20K. Discussed possibility of transferring money to the contingency fund. **ACTION: France to determine if this is possible and will include the process for accessing lawyers in the operational manual.**
- EC Member Honorariums **(France)**- Discussed if honorariums should be based on meeting attendance but determined that this is unnecessary as the board member agreement clearly states expectations of council members. .
- Staff Monthly Reports **(France)**- France, Nicole, and Valerie have been sending biweekly timesheets to the treasurer. France is suggesting that employees prepare a monthly report for the EC to be distributed prior to the

monthly meetings to allow council members to ask questions and to keep them informed of office operations. The EC agrees this would be a better transfer of information.

## 5. Member & External Correspondence

- WorkSafe NB Earmolds (**Paula**)- The EC members have agreed to allow the Audiology Cttee to create an education memo to be sent to WorkSafe NB to let them know the consequences of their policy changes and what we are hearing from our members. Our role is to provide education and expertise, not to advocate. **ACTION: France will reach out to the physiotherapy and occupational therapy regulators to know how they are dealing with WorkSafe changes. France will add this to the Audiology Cttee agenda.**

## 6. Network & Committee Updates

- Pan Canadian Alliance (**Cathy**)
  - How to meet our obligations with respect to the two-year term
  - **ACTION: To discuss at a future meeting who could volunteer for this role to provide consistency from year to year.**
- Standing Committees
  - *Finance Committee: (Francisca)*
    - Contingency Fund & Meeting with investment specialist
    - **ACTION: Francisca will organize a finance committee meeting and invite the investment specialist.**
- Working Committees (**France**)
  - *Public Relations*
    - Review Annual Plan - **ACTION: EC members to send their feedback by Friday, January 28, 2022.**
  - *Education Cttee*
    - Review new TOR- **ACTION: EC members to send their feedback by Friday, January 28, 2022.**

## 7. Date & Time of Next Meeting

Next EC Meeting – Tuesday February 15<sup>th</sup> 6:30pm

Strategic Plan Progress Meeting –Monday February 28<sup>th</sup>, 2022 Monday 6:30pm

Motion to adjourn meeting at 9:00pm by Francisca, seconded by Joannie.