



Executive Council Meeting Minutes
August 21, 2023, 4:00PM-6:00PM
TEAMS Meeting

Attendees: Nicole Fowler (Registrar/Executive Director), Paula Murray (Past President), Lucie Boucher (Public Representative), Angela Kaiser-Hansen (President), Odette Comeau Lavoie (Public Representative), Francisca Morneault-Rouleau (Treasurer), Laura Garland (Secretary), Dianne Silliphant (President Elect), Valerie Caron (Recording Secretary).

The meeting was called to order at 4:05 pm.

1. Approval

- 1.1. Agenda – Nicole added re-allocation of TTF Funds & Restricted Funds; motion to approve the agenda, seconded, motion passed.
- 1.2. Minutes from July 17, 2023 - motion to approve the minutes, seconded, motion passed.

2. Registrar/Interim Executive Director Report

- 2.1. Governance Review – Julie Maciura will not rewrite bylaws but make recommendations on structure.

3. Business Arising

- 3.1. Review Executive Council Action Items Spreadsheet (Angela) – reviewed.
 - 3.1.1. CASLPNB Logo/Branding Update – MDR Strategy Group (Nicole) – brought forward in case MDR has a waiting list. \$5k budgeted in 2024 for this. **Action:** Nicole to ask MDR to provide a revised price list and lead time needed for logo/branding, press release but no social media. Research will also be done in to NSCASLP poster provider. Nicole to send out the decoupling strategic plan order of tasks.
 - 3.1.2. Hearing Instrument Specialists (Nicole) (Regulate HIS under NBASLPA / Seek an Injunction / Keep Status Quo) – decision postponed. **Action:** Nicole will reach out to lawyer to see if regulation of HIS would need to be reflected in our Act.

4. New Business

- 4.1. Supervised Practice Plan revision – 3 registrants who failed the Canadian Entry-to-Practice exam, currently in the SPP. NBASLPA, CSASK and NSCASLP working on a revised SPP, discussed logic of supervision after failure, should have supervision before exam. Would also provide public protection for registrants who go straight to private practice. Some provinces have a 2-year initial certificate category for new grads before granted full status. Alberta does this for IEHPs only. Registrar recommends that all new grads and IEHPs (not labour mobility) need to have a SPP. Registrants would need to find their own mentor, as is done currently. **Action:** Registrar to draft a rule, then bring to council for approval.
- 4.2. Staffing –
 - 4.2.1. Deputy Registrar job posting revised to remove SLP/AUD requirement, preferably someone with regulatory experience.
 - 4.2.2. Job Descriptions – motion to approve, seconded, motion passed.

- 4.2.3. Employee Code of Conduct – **Action**: add a statement regarding transparency; motion to approve Employee Code of Conduct with amendment incl. good governance principles, seconded, motion passed.
- 4.3. Council Composition – cannot eliminate positions until Bylaws have changed. President-Elect must be nominated before the AGM, Treasurer needs to be before September 5th. Paula Murray appointed as Secretary, Laura Garland as President-Elect, and Francisca Morneault-Rouleau will continue to serve as Treasurer. **Action**: Registrar will review Act, Bylaws, Rules to ensure nominations within council is not in violation of bylaws.
- 4.4. Governance Training and Retreat; vote for October 28 or November 4th; 90 minutes in person with Julie Mercuria, Executive Council meeting, followed by an afternoon team building activity. **Action**: Registrar will send out a poll for dates and activity options.
- 4.5. Governance Review (see 2.1) – suggestion to have the review before the governance training, so that training will be tailored to NBASLPA needs.

5. Financials

- 5.1. 2023 Financials review (Francisca) – reviewed.
- 5.2. 2023 Revised Budget Proposal (Nicole) – reviewed. SAC Transition assistance budgeted amount may only go out in 2024. Finance Committee has voted in favor of this budget. Motion to approve 2023 Revised Budget, seconded, motion passed.
- 5.3. 2024 Proposed Budget (Nicole) – Honorariums are always equivalent to the registration fee. Motion to approve 2024 Budget, seconded, motion passed.
- 5.4. Recommendations from Finance Committee: Restricted Funds – reallocation to cash fund, which earns 4.5% interest, less risky. TTF Fund to be cashed in, deposited in Unrestricted Funds. Investment advisor Gilles Belliveau suggested we leave \$35,000 in the cash account as there are upcoming legal bills to be paid. Motion to cash in training trust fund and reinvest in unrestricted funds, and in restricted funds, move \$5,000 monthly from the mutual fund to a cash account approved, seconded, passed.

6. Date & Time of Next Meeting: September 18, 2023 (4 – 6 pm)

Meeting adjourned at 6:20 pm – Executive Council remained in meeting to discuss employee contracts