

Minutes

Date: September 17, 2024, 7:00-9:00 pm
(Teams link in Outlook Calendar)

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Meeting ID: 237 532 779 259

Passcode: jDLrPv

In Attendance: P. Anderson, L. Bonin, K. Fader R. Jessome, E. Kodua, H. Mohiy Ud Din, J. Sheppard, K. Zhan

Late:

Regrets:

Absent:

Session Purpose: *To commit to defining and maintaining the standards of excellence required for high quality, evidence-informed care by competent MIRTPs.*

Session Outcomes: By the end of this meeting, we will have ...

1. Reviewed previous meeting documents
2. Reviewed 2nd quarter financials
3. Discussed 2nd FTE staffing
4. Update on recent regulatory issues
5. Update on alternative accounting firms
6. Discussed Board roles and responsibilities
7. Discussed organizational challenges and solutions

Item	Time	Summary	Supp Docs	Discussion	Action
1. Call to order	1900	WELCOME		Welcome back to the Board after the summer break and begin another busy Fall.	
1.1 Quorum	1902			7:02 call to order	
1.2 Conflict of Interest	1903			Potential COI from R. Jessome as they manage the department that is currently seeking to use the Virtual Pilot program.	
Cultural Acknowledgement	1904				
1.3 CONSENT AGENDA	1905	CONSENT AGENDA			
1.3.1 Agenda		Approval of Agenda	*	Motion to approve the Agenda and Consent Agenda for this meeting. Motion: J. Sheppard First: R. Jessome Second: P. Anderson All in favor	Motion carried.
1.3.2 Minutes		Minutes from May Meeting 2024	*		
1.3.3 AGM Minutes		Minutes from June 8 th , 2024, AGM	*		
1.3.4 June 22, Board Meeting		Board One-day Meeting Notes		Motion: To approve ED/Registrar salary range as suggested by KBRS. Motion: J. Sheppard Second: R. Jessome	Motion carried.
1.3.5 ED Report		Executive Director Report	*		
1.3.6 FRPA		Newsletter	*		
1.3.7 Policy		Policy Review	*	Required review of existing policies for 2024	Policy review on hold
1.3.8 CAMRT		Change in Leadership		Irving Gold is leaving CAMRT as CEO.	
1.3.9 Finances		2 nd quarter		Deferred. K. Fader met with bookkeeping firm for a significant amount of time today. There is an expectation that financials should be prepared in advance of our Board meetings. The contract for Bage cannot be located to confirm which services are included in the costs we pay for their services.	
1.3.10 LDI		Approval of LDI Candidate	*	Anna Pauer was approved by the Board as the successful NSCMIRTP LDI applicant	
1.3.11 New Office		Update	*		
1.3.12 Electronic Business		Motions	*	1. Motion to approve Schedule A 2. Motion to approve LDI candidate	

2.0 Business Arising	1906				
2.1	1906			An opportunity to add items from the previous meeting and minutes was provided. No Business Arising items were added.	
3.0 New Business		GOVERNANCE			
3.1 Board R&R Review	1915	Orientation Document	*	<p>Board member terms were verified with minor edits to email addresses and term end dates.</p> <p>Roles and Responsibilities document was reviewed with the Board. The intention was to reiterate that during meetings the expectation will be attendance by all members, and at least one public member present, especially when important motions are being considered. It was acknowledged that in-person meetings lend well to collaboration, so meeting attendees have to be very diligent in their engagement during virtual meetings, our standard meeting format.</p>	
3.2 Position Update	1930	Filling the 2 nd FTE position	*	<p>Our current staffing model does not work with respect to retention and recruitment. In order to grow the organization, we require two full-time staff members. The goal would be that if the ED (Executive Director) or RFO (Registration and Finance Officer) were to leave, the other staff member would have enough organizational knowledge to keep the College operational. Division of tasks, fair compensation, and outlining job specifics was investigated when preparing the job posting.</p> <p>Motion to approve RFO position and direct the ED to begin recruitment:</p> <p>Motion: P. Anderson Second: J. Sheppard All in favor, none opposed.</p>	Motion passed.
3.3 Virtual MRI Cockpit	1940	New technology and use at QEII	*	An MRI unit at the QEII has been installed with the capability to be operated remotely by a technologist. K. Fader has been in consultation with the CAMRT Professional Practice Director to inquire about the implications of this type of practice. PLI is a major concern. Additional interested parties would be Accreditors and educational institutions. A working group will be formed by the CAMRT through which critical issues such as patient safety will be addressed before further decisions will be made. Additional concerns are technologist burnout, ensuring proper positioning of patients, IV insertions, and impact to workforce. Regardless, highly trained individuals are required to be on site to troubleshoot. PLI should be required for the person who is in the room positioning the patient, and the personnel would likely not be a licensed MRT. The College needs to be part of the conversation, keeping the focus on protection of the public, in order to come to a consensus on how this technology should best be used.	
3.4 Wosler Diagnostics Halifax	1947	Remote or in-person sonography practice	*	A Sonography clinic opening up in Halifax may not have any registered Sonographers. Our Legal counsel was consulted to draft and send	

				communication to the clinic to better understand their practices. The clinic has yet to reply, and our next steps will be to reconsult with Legal to further initiate a dialogue. A suggestion was made that we reach out to other provinces where these types of clinics are in operation. In the provinces where these clinical operate, Sonography is not Regulated. Additional suggestion that the ED continues to find ways to contact the organization or the CEO in order to initiate a response.	
3.5 Accounting Firms	1956	Initial exploration	*	During our strategic meeting in June, it was decided that we would seek a new accounting firm. Currently BDO, MNP, Baker Tilley and Grant Thornton have provided responses. K. Fader is confirming that the services these firms provide align with the 'ask' or needs of the College. The firms have been given a timeline for preparing information packages and proposals to present to the Board during our November meeting. Considerations should be cost and recurring service (annual recommitment).	
4.0		STRATEGIC DISCUSSION			
4.1 RHPA - PSR	2001	Status on Profession Specific Regulations		R. Baxter and K. Fader are working on new version. Working group to meet on Friday to review. Board to review PSR updated version on September 25 th .	
4.2 Strategic Planning	2005	Stability, Sustainability & Navigating	*	<p>Our strategic plan expired this year, and a new one will need to be drafted. Specific initiatives have been identified. Three pillars have been identified for which education, strategy, decisions etc. should be addressed during meetings:</p> <p>Stability – Board Composition (there is a vacant role for a Registrant. Suggestion to recruit a Registrant to put their name forward for approval at the November meeting), Staffing Model, Succession Planning</p> <p>Sustainability – Financial Requirements, Support Systems. We need the resources to support our needs, vision, and direction. We will have to figure out our needs and put our recommendations forth for consideration of the Finance Committee. During Strategic Planning this will be a major topic of discussion.</p> <p>Navigating – Current and Future Regulatory Challenges. Our College has been asked to consider the potential for amalgamation with the NSCMLT and NSCRT. There are currently differing opinions among the Regulators regarding the benefits and drawbacks of moving in that direction. The current strategy will be for each Regulator to draft their own position letter to send to the DHW. CTANS is seeking self-regulation and if they are successful, our College appears to be a good fit for them to join. CTANS has yet to bring requests and information forward to the DHW. It would be an ideal time to bring CTANS on as we move through the process of regulation under the new Act. K. Fader</p>	

			<p>will be meeting with the Registrar of CTANS on September 23, 2024 to discuss further steps.</p> <p>Discussion to plan a Saturday in November for strategic planning. Dates proposed are November 16, 23, or 30. Board members to confirm availability.</p> <p>Motion to fill the currently vacant role of a Registrant:</p> <p>Motion: P. Anderson Second: J. Sheppard All in favor. None opposed.</p>	Motion passed.
5.0 Other Business			None.	
5.1 In Camera			Update regarding ED/Registrar contract negotiations and finalization.	
6.0 Next Meeting	November 12 th , 2024			
7.0 Adjournment	2055			