

**In Attendance:** Lisa Bonin (Chair), Jason Sheppard (Vice-Chair), Edmond Kodua (Secretary), Hammad Mohiy Ud Din, Paulette Anderson, Karren Fader (ED/R), Bob Jenkins (RFO), Samantha Macleod

**Late:**

**Regrets:** John-David Brown,

**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 Policies due in Q1
2. Discussed Board engagement and education opportunities
3. Assessed project timeline in relation to organizational and deadline requirements

Item	Time	Summary	Supp Docs	Discussion	Action
<b>1. Call to order</b>	<b>1906</b>	<b>WELCOME</b>			
1.1 Quorum	1907			Quorum	Quorum met: Yes
1.2 Conflict of Interest	1909				Any conflicts declared: No
<b>Land Acknowledgement</b>	1910			NSCMIRTP recognizes that we are located in Mi'kma'ki, the ancestral and unceded homeland of the Mi'kmaq. The Peace and Friendship Treaties form the foundation of the relationship between Mi'kmaq and settlers—agreements meant to support peaceful coexistence rather than land transfer. As Treaty People, we honour these commitments by learning from this history and engaging in actions that support reconciliation and equity.	
<b>1.3 AGENDA</b>	<b>1905</b>	<b>AGENDA</b>			
1.3.1 Agenda	1907	Approval of Agenda	*	Motion to approve the agenda.	Moved: P. Anderson Second: J. Sheppard Motion Carried

1.3.2 Minutes	1908	Minutes from Meeting January 27, 2025		Motion to approve the minutes from January 27, 2026, meeting. Amendments were done with adjournment and submitter.	Moved: J. Sheppard Second: E. Kodua Motion Carried
1.3.3 ED Report	1910	Executive Director Report	*	<p>See document provided The annual financial audit report is to be completed by the end of April for the Board Financial meeting. It will be reviewed by the Financial Committee two weeks prior to the Board Financial meeting, where it will be recommended to the Board.</p> <p>FRPA data submission is due March,2026 but we have been awarded extension due to extenuating circumstances.</p> <p>Complaints</p> <p>There are several complaints which have been outstanding. We are trying to bring them to an end.</p> <p>There were three complaints in December.</p> <p>The ones that came in late are in the investigative stages, and they will be dealt with as reports of the investigations come in.</p> <p>RHPA: The final pieces have been submitted.</p> <p>QAPRP: The final version is not yet done. When it is done, it will be posted on our website, and DHW will also post it on their website for the public.</p> <p>The RTT Refresher course has been reviewed; the feedback will be sent to the author for any recommended changes. It will then be sent to other regulated jurisdictions to review its suitability for their registrants.</p> <p>NICHE2: There has been a provision of \$26,000 to support internationally educated for the next physical year in exchange for demographic trends in Nova Scotia. The amount is enough for a 0.3FTE position.</p>	For information

				<p>There is a consultation for 28 internationally educated candidates for refresher programs in preparation for their certification exam.</p> <p>OHRP: The contract has been signed for assessment of programs and curriculum of Jordan educated candidates to get on the expediated pathway.</p>	
1.3.4 Policy	1930	Quarterly review	*	<p>Eleven policies to review</p> <p>Clarity on Alcohol purchase and serving was made. It has never been used, but the law needs to be upheld when the need ever comes up.</p> <p>Board, Volunteer, and Professional Development will need to be revised before approval.</p> <p>Currency Hours Requirements had no changes made to it.</p> <p>The Electronic Voting Policy has inconsistencies with the Secretary, ED, and Chair and must be rectified as an appropriate individual.</p> <p>Policy Review requires wording on a sentence.</p>	<p>For discussion Moved: J. Sheppard Second: P. Anderson</p> <p>Amendments to approve all policies presented except with Board, Volunteer Professional Development Policy</p> <p>Moved: P. Anderson Second: J. Sheppard Motion Carried</p>
1.3.5 Finance Update	1950	No business			
1.3.6 Electronic Business	1950	No business			
<b>2.0 Business Arising</b>	<b>1950</b>				
2.1 Registration Platform	1950	Update	*	<p>See briefing note</p> <p>Student module is live since the last update.</p> <p>The new applicant module has been launched. It has eliminated some manual applications.</p> <p>DHW data export template has been completed, and an annual report has been presented to DHW.</p> <p>The reinstatement module and complaints and investigation module testing are complete, and we are waiting on softworks to launch both modules.</p> <p>CPD auditing is the only module left, and it is hoped to be launched before the CPD cycle later in the year.</p>	For information
2.2					

<b>3.0 New Business</b>	<b>2000</b>	<b>GOVERNANCE</b>			
3.1 Board Education	2000	Board engagement and education opportunities	*	See briefing note Suggestion for education day is being solicited. There should be self-reflection of board members to sustain and improve board engagements.  Recognition of individual contributions to improve cohesiveness within the board.  There will be documentation tracking for the assessment.	For discussion
3.2 Board Composition	2025	Welcome New Board Member		Samantha Macleod was welcomed to the board, and introductions were made by the current board members. The composition of the board members must be close to 50-50 between the public and registrants when we are to migrate under RHPA in May.	
3.3					
3.3					
<b>4.0</b>	<b>2030</b>	<b>STRATEGIC DISCUSSION</b>			
4.1 Strategic Plan Project Management Timeline	2030	Review project due dates for 2026	*	See document The list in the documents is all new things that are to be done. It shows things in progress and most of them are due to the current physical year.	
<b>5.0 Other Business</b>					
In camera - optional					
<b>6.0 Next Meeting</b>		April 28 <sup>th</sup> , 2026 Board Finance Meeting Other Meetings		6.1 Board Meeting Dates 2026/2027  6.2 See 13-month Calendar	
<b>7.0 Adjournment</b>	Meeting adjourned Respectively submitted by Edmond Kodua				