

In Attendance: Nancy Duggan, Julie Avery, Chrissy Gamache, Ann Mann, Hammad Mohiy Ud Din, Lisa Bonin, Jason Sheppard, Kenny Zahn, Rebecca Jessome, Nick Burke.
Late:

Regrets:
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. Approved our consent agenda.
2. Welcomed two board members in renewed 3year terms, effective Feb 1st, 2023.
3. Decided on 2023 Meeting dates.
5. Reviewed pricing on LMS systems and made decision to adopt or not.
6. Reviewed/Signed up for Board education opportunities.
7. Reviewed/Approved short version of jurisprudence module.
8. Discussed reviewing/revising NSMIRTP's PET Radiopharmaceutical Production Position Statement
9. Discussed refresher programs now available through NSCMIRTP.
10. Appointed roles for new Board Executive for 2023
11. Reviewed Strategic Plan tracking spreadsheets for 2023 goals.

Item	Time	Summary	Supp Docs	Discussion	Action
1. Call to order	1900	WELCOME			
1.1 Quorum	1901			Welcome remarks were made by C. Gamache. Quorum met at 19:02	
1.2 Conflict of Interest	1902			No conflicts were declared at 19:04	
1.3 CONSENT AGENDA	1905	CONSENT AGENDA			
1.3.1 Approval of Agenda		Agenda	*		
1.3.2 Approval of Minutes		Minutes from Nov 2022	*		
1.3.3 ED Report		Executive Director Report	*		

1.3.4 HIROC		New Policy	*		
1.3.5 Survey		Fall Plenary	*	The board does not need to be at plenary meetings. Outside the board meetings the only additional obligation is the AGM for board members to attend.	
1.3.6 HANS		Benefits	*		
1.3.7 NSRHPN		Joint Submission	*		
1.3.8 Equal		Meeting/Fees	*		
1.3.9 PR		PR update	*	C. Gamache asked if there were any questions, concerns, or amendments the board would like to make. K Zahn motioned to accept the consent agenda. A. Mann seconded the motion. Motion carried at 19:05.	
2.0 Business Arising	1910				
2.1 Elections	1910	Results		K Zhan and R Jessome passed the minimum requirements evaluated by the nominations committee. Both applicants were acclaimed to their 2 nd Three-year term.	
3.0 New Business	1915	GOVERNANCE			
3.1 Meeting Dates	1915	2023	*	There were no questions or concerns. January meetings will be moved to a later date moving forward due to the time of year. N Duggan motioned to accept the board meeting dates. R. Jessome seconded. Motion carried at 19:07.	J. Avery will send out meeting team links.
3.2 Executive	1920	Appt Process	*	The board discussed the chair and vice chair positions and time frames in which a member can hold each position. A Mann motioned to have the policy be adopted as is. K. Zhan seconded. One opposition was put forth, however; the majority passed the motion at 19:35	
3.3 LMS Systems	1930	Options		Research on LMS systems has come from the board's Sept meeting to put jurisprudence into a learning platform. The Board was provided with five companies that best fit the NSCMIRTP's needs. J Avery asked the board the following questions to help clarify the purpose of the LMS. 1) the board is not looking for a bank of courses. 2) education will focus on jurisprudence for new applicants and refresher courses for inactive members over 5 years. 3) must the server be Canadian based? The board supported J. Avery for questions 1 and 2. Regarding the last question it was agreed to have Canadian content; yet there is no preference for server location.	J. Avery will do further research and bring cost estimates back to the next meeting.
3.4 Board	1940	Education Opportunities	*	The board discussed various workshops that the board may attend. The deadline for applications is approaching.	J. Avery will send out an email to inform the board when the applications close.
3.5 Jurisprudence	1950	Program and Policies	*	The policy was reviewed by the credentialing committee after the board put forward what should be in the policy. The section on standards was removed. The board is asked for any further input before the final draught comes out on March 1, 2023. After the board agreed to move forward with the policy, A. Mann motioned to accept the jurisprudence module with suggested edits to become operationally effective for applications received from March 1st 2023 onwards. N. Duggan seconded. Motion carried at 20:10.	J. Avery to ensure jurisprudence is operationalized effective March 1 st 2023.
3.6 Radiochemistry Technologist	2005	Position Statement	*	The board revisited the Radiochemistry Lab Technologist position statement as a response to a registrant's email. After further discussion, it was agreed to maintain the statement. N. Burke motioned to maintain the stance. J. Sheppard seconded. Motion carried at 20:22.	

3.7 Refreshers	2015	<ul style="list-style-type: none"> • DMS • MRI • NM • Rad Tech 	*	<p>J. Avery gave an overview of the process of creating the four refresher programs. Content experts were hired to create the programs. The programs were then peer reviewed. The credentialing committee also reviewed the content. MRI along with the other three refresher programs are complete. However, the MRI question bank is weak, and a consultant was hired to address this. It will be completed by the end of Jan. 2023.</p> <p>Currently, programs are running for NM and Rad Tech. The MRI and DMS programs are new. The four programs will roll out to provincial applicants once the board approves them. It is expected that once the other six national regulators review the programs, they will also adopt them. R. Jessome motioned to adopt the four refresher programs as presented. J. Sheppard seconded. Motion carried at 20:31.</p>	J. Avery will ensure the four new refresher programs will be used going forward for any new applicants for refresher.
3.8 Confidentiality	2035	Forms		Confidentiality forms will be sent out to board members for updated signatures in Jan 2023. Please return to joannejones@nscmirtp.ca once signed.	
3.9		ED Report		J. Avery discussed CPD and PLI issues. Currently there are 707 active registrants. 15 currently need PLI renewal.	J. Avery will reach out to CAMRT to discuss issues that occurred with registrants at renewal time. J. Avery will reach out to registrants still needing PLI.
4.0	2040	STRATEGIC DISCUSSION			
4.1 Elections	2040	Executive Role Appointments		<p>J Avery discussed how and who can be appointed to executive roles. In the Chair position, a registrant needs a minimum of one year on the board; therefore, one year remaining in their term. Vice-chair position, a registrant needs one year on the board. This position transitions into the chair; therefore, a registrant needs two years remaining in their term. Secretary position a registrant needs one year on the board.</p> <p>Currently, nominations are needed for the Chair/Vice chair and secretary. There is one week for board members to email J. Avery and put their names forward.</p>	J. Avery will send out an email instructing the board members on what to do by a certain date; as well as the results.
4.2 Strategic Plan	2050	Tracking	*	<p>J. Avery discussed the 2022 strategic plan goals and where we are at. Media education was given for the ED with further education planned for 2023 for ED and Chair.</p> <p>The jurisprudence module is complete.</p> <p>Site visits were canceled due to restrictions.</p>	J. Avery to arrange media education for Chair and ED
5.0 Other Business					
5.1					
5.2 In Camera					
6.0 Date of Next Meeting	March 14 th , 2023 @ 7pm Virtually				
7.0 Meeting Adjourned				The meeting adjourned at 21:10.	

