

Minutes of the meeting

Date: Nov 14th 2023 7-9 pm

(Teams link in Outlook Calendar)

Virtual Meeting

In Attendance: Julie Avery, Chrissy Gamache, Nancy Duggan, Kenny Zhan, Jason Sheppard, Lisa Bonin, Rebecca Jessome, Hammad, Mohiy Ud Din

Late:

Regrets:

Absent: Nick Burke

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. Receive update on implementation of the expediated process.
3. Review status of draft regulations.
4. Approve draft budget for 2024
5. Discuss direction for HSO Contract
6. Approve motion to proceed with RFP for 2024 audit
7. Review Bill 323 and probable impact on College.
8. Approve position statement on contrast media.
9. Discuss future strategic plans.

Item	Time	Summary	Supp Docs	Discussion	Action
1. Call to order	1900	WELCOME			
1.1 Quorum	19:01			Quorum recognized and met at 19:03	
1.2 Conflict of Interest	1902			No conflict of interest.	
1.3 CONSENT AGENDA	1905	CONSENT AGENDA			
1.3.1 Agenda		Approval of Agenda	*		

1.3.2 Minutes		Minutes from Sept 2023	*		
1.3.3 ED Report		Executive Director Report	*		
1.3.4 HSO		Meeting Minutes	*		
1.3.5 FRPA		Update	*		
1.3.6 NSRHPN		Mass Casualty	*		
1.3.7 ABC		Postings	*		
1.3.8 PACA		Funding Agreement	*		
1.3.9 PR		Update	*		
1.3.10 HANS		Annual Report	*		
1.3.11 Work Group		Alliance/CAMRT	*		
1.3.12 Financials		3 rd Quarter Financials	*	3 rd quarter financials approved as part of consent agenda	
1.3.13 Investments		Update	*		
1.3.14 PACA		Draft Regulations -Def	*	L. Bonin motioned to accept the consent agenda. K. Zhan seconded the motion. Motion carried at 19:05	
2.0 Business Arising	1910				
2.1 IEMRTs	1910	Expediated Process	*	S. Atunbi is developing policies and processes. May be ready for the Jan meeting but more likely the March 2024 meeting. Six internationals are currently going through the process. Other colleges are reaching out to discuss our criteria for establishing substantive similarity of practice.	
2.2 Guild	1915	Final Contract	*	Two issues were addressed with Guild contract, with the final decisions: <ul style="list-style-type: none"> • Guild will charge \$25 per registrant. Guild charges \$175 per hr. with increases capped to follow inflation. 	
2.3 NSCMIRTP	1920	New Regulations	*	Two regulations. legal has drafted the documents. <ol style="list-style-type: none"> 1) Document: Registrants in one discipline performing aspects of another discipline. DHW wants wording to be more flexible. DHW is going to re-write it and the college can give feedback (guidelines). DHW has the final say. 2) Document: Advanced practice. Practice which has been typically outside our scope. If the document passes the credentialing committee will look at providing recommendations regarding criteria for advanced practice. Advanced practice will be site specific. It is not a protected title, although it may be an additional credential. Once these are passed by DHW, then the college credentialing committee needs to work on the processes and policies. 	L. Bonin motioned to accept the draught advanced practice document to be shared with the DHW. K. Zhan seconded the motion. Motion carried at 19:42.
3.0 New Business		GOVERNANCE			
3.1 Budget	1930	Draft 2024	*	J. Avery presented the draft budget which was reviewed by the finance committee. J. Avery went through the finances with the board. It was based off the 2023 budget. A vote to accept the final budget will not take place until the end of the first quarter 2024 when financials for 2023 have closed.	J. Sheppard motioned to accept the draft budget; L. Bonin seconded the motion. Motion carried at 19:51

3.2 HSO	1940	Draft Contract	*	J. Avery sent HSO contract to Legal to review. It was agreed that the contract is vague. The contract discusses documents that the college needs to abide by, yet the college was not provided the documents. As HSO is an accrediting body, J. Avery as a regulator feels the college needs a place at the table, to make sure HSO processes maintain standards. HSO wants the college to sign a contract within two months.	R. Jessome motioned to accept option four; asking for a bridging contract with the HSO, with a continuation of the current terms, but at the new rates as set out in the contract. K. Zhan seconded the motion. Motion carried at 20:06.
3.3 Auditor	1950	RFP	*	MNP will do the 2023 financial audit; however, moving forward the annual financial audit will be put out for tender to meet audit policy.	J. Sheppard motioned to accept tendering the 2024 annual audit. K Zhan seconded the motion. Motion carried at 20:10.
3.4 Bill 323	1955	New Act	*	The new RHPA has been passed. Over the next three years current regulators will come under this new Act and current Acts will be rescinded. It should be noted that Sections 16-22 of the new college act came into force immediately for all Health College. J. Avery will go through each clause in the coming months to understand how the new act will affect the college. One current concern is the clause around unlicensed students practicing with no input from regulators.	J. Avery will discuss concern with DHW
3.5 Position Statement	2015	Contrast Injections	*	Contrast Injections for Echocardiography: Those assisting sonographers in contrast injections need education to understand risk and treatment protocols for contrast reactions. Registrants must ensure they have this knowledge prior to taking on this responsibility. This position statement will outline this expectation, so registrants and employers are clear of the requirements.	R. Jessome motioned to approve the position statement regarding echocardiography sonographers performing contrast injections. L. Bonin seconded the motion. Motion carried 20:46.
4.0		STRATEGIC DISCUSSION			
4.1 Elections	2025	Status		No Registrants applied to run for the two vacant board positions. A. Mann has resigned from the Board	J. Avery will put out an appointment process for two new board members.
4.2 2024	2035	Strategic Plan		Strategic planning would normally be due this year. J. Avery has recommended not holding a full strategic planning session this year due to upcoming legislative workload. J. Avery recommends the in-person meeting in the fall be switched to an in-person meeting in the spring post AGM. This will focus on a one-page strategic plan to complete outstanding strategic initiatives, work projects and planning for the development of new regulations and bylaws and the work to operationalize the New Act and regulations.	Board will make work plans at Jan board meeting.
5.0 Other Business					
5.1 In Camera	2050-2100				
6.0 Next Meeting	Jan 16 th 2024 @ 7pm Virtually				
7.0 Adjournment				Meeting adjourned at 21:01.	