



College of Audiologists and Speech
Language Pathologists
Suite 435, Unit 50 Hamlyn Road Plaza
St. John's, NL
A1E 5X7

2022 Annual General Meeting

Friday, May 6, 3:00 pm NDT (2:30 pm ADT)

Minutes

Attendees: Colleen Kearney, Devon Taaffe, Kayla Head, Amy O'Brien, Nicole Cranford, Chantal LaMarche, Bonnie Tobin, Rayleen Rice, Sheila Rowe, Colette Blanchard, Julia Vincent, Madelyn St. Croix, Laura Brown, Allison Robbins, Christine Champdoizeau, Stephanie Peddle, Diana Martin, Lindsay House, Kimberlyn Cranford, Andrea Clarke, Beth Anne Emmink, Eunice March, Tara Bishop, Anneleise Ellis, Claudette Butland, Terri Kennedy, Allison Brennan, Heather Collins, Kim Kavanagh, Ronda Halfyard, Paula Hayes + Executive

1. Welcome

2. Adoption of Agenda (Madelyn St. Croix, Rayleen Rice)

3. Approval of Minutes (May 25, 2021) (Sheila Rowe, Laura Brown)

4. Chairperson's Report (Judy Davidson) - attached

a. College Report 2021-22

b. Health Professionals Council Update

5. Secretary's Report (Ashley Rossiter)

a. Website and Members Only Portal

Members are encouraged to log into the members portal. Instructions for same have been emailed. You can request a new login if needed, from the site. Policies will now be forward facing, but elections and association documents e.g. agendas and minutes, can be found here.

6. Treasurer's Report (Maresa Moyles-Brazil) (Jillian Ryan, Allison Robbins)

a. Finance Report 2021-22 – attached.

b. Finance Update – attached.

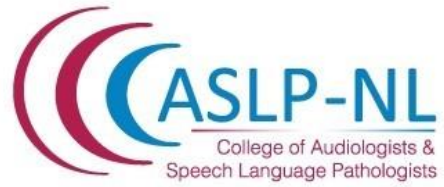
c. Budget 2022-23 – attached.

d. Special Project -Board is recommending to ear-mark funds for standards of practice project – to be contracted out.

7. Election Results 2022 (New Executive) : Chair – Judy Davison (1 year remaining in term), Vice Chair (NEW) – Beth Anne Emmink (3 year term), Treasurer - Maresa Moyles-Brazil (1 year remaining, reaching 9-years maximum), Member at Large - Mihaela Fost (2 years remaining in term), Secretary – Ashley Rossiter (staying for another 3 year term), College Rep to the Council (NEW) – Allison Robbins (2 year term).

8. New Business n/a

9. Adjournment (Winners 100: Ann Marie Vatcher, 50: Anneliese Ellis, 50: Stephanie Peddle) (Ashley Rossiter, Jillian Ryan)



ANNUAL REPORT

2021-2022

ANNUAL REPORT

Introduction

The Newfoundland and Labrador Council of Health Professionals (NLCHP) regulates the practice of Acupuncturists, Audiologists, Dental Hygienists, Medical Laboratory Technologists, Midwives, Respiratory Therapists and Speech-Language Pathologists. These health professionals are required to be registered with the NLCHP to practice in Newfoundland and Labrador. The role of the NLCHP and its authority and powers are set out in the Health Professions Act (the *Act*). As per the *Act*, a separate College is established for each health profession designated under the *Act*. Each health profession's College remains focused on establishing education and registration requirements, and articulating entry to practice requirements, scope of practice, code of ethics and standards of practice for their profession. Together, the NLCHP and the Colleges, ensure that there are competent health professionals providing quality care to the public.

2021 presented challenges to all health care professionals working through the COVID 19 pandemic. Audiologists and Speech-Language Pathologists continued to adhere to public health directives adapting services to the changing and challenging environment. Safe and effective clinical practice regularly meant relying on telepractice and safe infection prevention and control procedures. Members looked to the College for direction pertaining to scope of practice during times of health care deployment and licensing advice as geographical boundaries fell away in the virtual world. Student placements in our fields got back on track and Universities graduated Audiology and Speech-Language Pathology professionals who demonstrated their resilience while training amidst the pandemic restrictions.

College Executive

Chair: Judy Davidson, SLP

Vice Chair: Jillian Ryan, Audiologist

Member to Council: Sandy Crawley, SLP

Treasurer: Maresa Moyles-Brazil, SLP

Secretary: Ashley Rossiter, SLP

Member at large: Mihaela Fost, Audiologist

CASLP-NL is pleased to have an Executive in 2021-22 that represents Speech-Language Pathologists working in health, education, and the private sector.

The College would like to acknowledge Sheila Rowe who completed her term as Director at Large with our Executive in Sept 2021. During her tenure, Sheila provided appreciated leadership especially with policy refinement and website management.

Highlights of the Year

Executive members continued to represent the College by participating on the NLCHP Board (CASLP-NL Chair and CASLP-NL Council rep) as well as the Registration Committee, Quality Assurance Committee and Education Committee.

Working with NLCHP staff, CASLP-NL produced a statement for college members regarding professional standards related to participation in nasopharyngeal swabbing in support of public health efforts.

CASLP-NL also worked with the Council to enhance member's understanding of regulation and the mandate of the College through shared presentations. It is recognized that ongoing work in this area will be beneficial for new members and to refresh current member's understanding over time.

The CASLP-NL Executive embarked on a review of its core documents. As the College approaches its 10th anniversary, core documents related to ethics, policy and its general mandate are being reviewed and refreshed. This work is ongoing.

Following considerable planning, CASLP-NL launched a new web site with enhanced navigation features, a fresh look and supported by a new agency.

Following education that was sponsored by NLCHP, the Executive also took a critical look at its governance practices and policies, enhancing Board activities and focusing efforts on improving Board member role descriptions and orientation.

The Annual Meeting of Members were held virtually on May 28, 2021, and then again this year on May 6 (2022).

Updates to Key Regulatory Documents

CASLP-NL updated the Scope of practice for Speech-Language Pathology and Audiology this year and created formal mission and mandate statements. Policy review is ongoing.

A new guideline for Professionals returning to practice is in draft and will be finalized and operationalized in 2022.

During the May 2022 AMM, the membership approved the CASPNL 2022-2023 budget which allows for possible spending to contract the development of college specific standards of practice. CASLP-NL hopes to issue a *request for proposals* prior to September 2022.

Focusing on past and common membership inquiries, several FAQ pages were developed in conjunction with the new CASLP-NL web page to assist members' navigation of regulatory processes.

National Collaboration

2021 saw the unfortunate fall out of provincial regulators who previously participated with the **Canadian Alliance of Audiology and Speech-Language Pathology Regulators (CAASPR)**. CASLP-NL and CASLPM of Manitoba are the 2 remaining provincial College members of CAASPR, which continues to be the steward of key national professional documents and assets. CAASPR members continue to look for opportunities to bring Canadian regulators in our fields together for future projects with the goal of enhancing and harmonizing the regulatory framework for Audiology and Speech-Language Pathology in Canada.

CASLP-NL now sits as a regulatory representative on a committee of the Council for the **Accreditation of Canadian University Programs in Speech-Language Pathology and Audiology (CACUP)**

Financial Summary

- The CASLP-NL board continues to work with an accountant in all matters related to the financial operations of the College. It maintains a reserve fund to ensure the College remains able to conduct its legislated activities.
- Accounting activities that were initiated this year include contracted enhanced bookkeeping services, the subscription of an online banking system that assures greater

transparency within the Board, and new procedures related to archiving accounting documents.

- Based on budget projections and after a few years of a “temporary” fee reduction, the College fees were reduced as of 2022. As seen in the financial statements, funds are sufficient to support the ongoing activities of CASLP-NL.

Note: the current fiscal year for CASLP-NL is July1-June 30th. CASLP-NL is acting to adjust its year in keeping with the NLCHP accounting calendar.

Looking Forward

The College of Audiologists and Speech-Language Pathologists Newfoundland and Labrador was enacted with the proclamation of its Regulations in April 2013. The executive continues to take on activities to support the mandate of the College.

Future work includes:

- Continue to seek opportunities to enhance members’ understanding of regulation and the mandate of the College.
- Review and potentially develop College specific standards of practice in Audiology and Speech-language Pathology.
- Address issues pertaining to portability requirements across jurisdictions.
- Develop and operationalize reentry to practice requirements and processes with associated guidelines to support same.
- Adjust the fiscal year for the College to fall in line with NLCHP
- Continue to review core documents to better support Audiologists and Speech-Language Pathologists.

FINANCIAL STATEMENTS

CASLP-NL 2021-2022

Accounts Summary	
Bank account balance: May 5, 2021	90,682.57
GIC	20,689.73
GIC	3,084.62

BUDGET & ACTUAL

Type	Budgeted (as of May 5, 2021)	Actual (as of May 5, 2022)	Expected (Renewal year 2022-2023)
Revenue			
Registration fees	18,700 (187 x \$100)	19,167.25 (199 x variable)	199x\$80 Less 3.5%fee \$15,362.80
Interest from GIC	---	508.35	
Other			

Expenses			Proposed Budget for 2021-2022
Annual Meeting of Members	\$300	\$560	\$800↑
Insurance	\$1700	\$1798	\$2000↑
Teleconference/Zoom	\$600	\$230	\$600
Board Travel	\$9500	\$5200	\$9500
Operations (P.O. Box, meetings, etc)	\$2500	\$1032	\$2500
Lawyer/Accountant	\$2000	-----	\$4000↑
Advertising/Promotion	\$500	\$0	\$500
Website	\$2000	\$2983	\$3500↑
Computer/Software	\$500	\$69	\$1500↑
Interest and Bank Fees	\$700	\$388	\$700

Membership: Canadian Alliance of Audiologists and Speech-Language Pathologists	\$2500	\$1960		\$2500
Membership: Council for Accreditation of Canadian University Programs	---	\$141		\$150
Proposed Project: Standards of Practice	--	---		\$20,000
Proposed Project: Disposal of financial documentation for 2013-2015	---	---		\$100
TOTALS	BUDGETED 2021-2022	Expenditures ACTUAL as of AMM 2021-2022		Proposed Budget 2022-2023
	\$22,800	\$14,361		\$48,350

Suggested edit: Proposed Budget should read 2022-2023

