



CARDIOLOGY TECHNOLOGISTS ASSOCIATION OF B.C.

P.O. Box 2575, 349 West Georgia St., Vancouver, B.C. V6B 3W8

CTABC – 2015 ANNUAL GENERAL MEETING MINUTES

LOCATION: Abbotsford, BC May 30, 2015

STATEMENT FOR QUORUM:

413 valid voting members, 80 voting members in attendance, 9 valid proxies. In order for meeting to be held 10% of total eligible voting membership =42.

Quorum has been met.

MEETING DECLARED OPEN: 1:18 pm

INTRODUCTION OF BOARD MEMBERS:

<i>President:</i>	<i>Shauna Ryall</i>	
<i>Vice President:</i>	<i>Sean Freeze</i>	
<i>Treasurer:</i>	<i>Jiannan Yu</i>	
<i>Registrar:</i>	<i>Cheryl West</i>	
<i>Communications Director:</i>	<i>Tay Jann Mark</i>	
<i>Provincial Education</i>	<i>Director: Jennifer Paul</i>	
<i>Recording secretary:</i>	<i>Victoria Belan</i>	
<i>CEU Coordinator:</i>	<i>Emma Eskandari</i>	<i>Absent</i>

APPROVAL OF AGENDA:

No additions to the agenda.

Motion to accept the agenda as presented by Rob Syms, seconded by Elena Chan.

Carried.

MINUTES OF LAST MEETING:

The AGM minutes from 2014 were read by Victoria Belan

Errors or omissions were amended.

Motion to accept minutes as amended by Wendy Lilje, seconded by Noelette Douglas.

Carried.

BUSINESS ARISING FROM THE MINUTES:

Jan Kornder was not asked to be our Honorary President as he was ill and has since passed.

REPORTS:

President-highlights: Emphasized the statement regarding our application to have a regulatory umbrella college. There will be up to 7 groups all together and it is expected up to 10,000 members. If the college regulations are approved by the Ministry of Health then the next step will be for the BC Government to release it for public consultation for 90 days. It is then hoped that the college will be presented and passed on the floor of the legislature.

There is an issue regarding hospitals hiring ECG assistant (HEU position). Members were reminded about maintaining a good relationship with the physicians in their facilities as they can be strong advocates and help to promote our value and secure our jobs. For example, at VGH all ECGs are only done by RCTs as there is a relationship which has been established with management validating the role that RCTs perform in healthcare. Members were also reminded to be advocates and ensure that the public realizes that we are RCTs and it can be as simple as wearing a button or emblem that emphasizes our profession, or simply mention it in conversation.

Question was asked if the college would be able to regulate who perform ECGs in hospitals. The main reason to have a regulatory college is to provide safety for the public and to ensure that only registered RCTs are working in the province. Unfortunately, the employer makes the decision as to whom they employ to perform ECGs. This is something that we cannot regulate as it is part of the curriculum of other healthcare professionals.



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Question regarding the funding of the regulatory college. The funding comes from dues of the members and the college will be self funding. The exact amount of dues per person is yet not known however, with a large number of members (up to 10,000) the dues are expected to be amongst the lowest of all the regulatory colleges in BC.

Question regarding when the regulatory college is expected to be implemented. We don't have a time frame when the college will be finalized as that is in the control of the provincial government.

Question regarding the makeup of the regulatory college board. The college board will be appointed by according to the college bylaws. It is expected that there be will include some representatives whom are recommended from the current working group associations along side of government appointees.

Vice President- regarding nominations, only one email was received. We welcome members to volunteer for positions on our board. The board does have the option of utilizing the position of Director in Large. It is a one year term and it is a good way to come and learn what serving on the board entails. It generally takes up to a year to understand what are the responsibilities and current issues that the board deals with. Volunteering to be on a committee is also a way to learn what the business of our association is as well and does not require a member to attend our monthly board meetings.

Provincial Director Education- The national exam was held for 2 days, a big thank goes to Tay-Jann Mark and Sukh Kangura for their assistance as I transitioned to being the Education Director. CSCT is moving towards a new exam delivery format in conjunction with the first 2014 based NOCP exams starting in September 2017. A national exam delivery company is currently working with CSCT and exam candidates will be able to choose from several exam sites in each province. The exam will be continue to be twice a year and the exam company will be responsible for monitoring the candidates.

Discussion -will the certification exam cost more money-It is expected that the exam fees will increase in time. All of the revenue and expense for delivering the exam will be the responsibility of CSCT.

Registrar- currently 610 members; Members "In Good Standing" 410 which includes Active, Inactive and Life= 413 Eligible Voting Members. Members NOT in good standing; 96 CEUs and/or dues are not current. 58 members are short CEUs, 47 members owe funds including late fees. There are currently 103 students -10 of which owe dues. Missing beats; 3 members CTABC has no contact information for (mail, telephone numbers nor email).

Discussion- why not in good standing numbers of members do not match/ add up. Because some members may be not in good standing for both reasons, ie not just CEUs or not owing fees.

Concern what can be done in regards to those members who are in arrears for many months or years?

There are reminders by emails, quarterly and annually without much effect. Once again, when the college will be in place it will be easier to enforce dues as a member will not be allowed to work if he/she is in arrears.

What is important to know that the dues can be paid during all year not necessary at the end of December. Suggestion by this member that we should inform our members of this fact.

Treasurer-report submitted

Question regarding what the category of professional fees includes. Response they are what CTABC has paid for the website maintenance, legal fees and our financial auditors.

Recording Secretary -report submitted. No discussion.

Communications Director- report submitted. No discussion.



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CEU Coordinator- report submitted. Discussion questions answered by outgoing CEU Coordinator, Jennifer Paul as she is part of the CEU Committee reviewing submissions.

Question regarding when to submit logsheets. Response it is better to submit once at the end of the year when dues payment is required. Please remember that there is a maximum of only 20 carryover so there is no need to over submit CEUs.

The President commented regarding the quality of CEUs which will likely have a high standard for a regulatory college. We have a fair amount of CEU resources on our website..

For clarification: employer mandated courses are considered part of maintaining your employment and are not considered as CEUs. Please see the CTABC website or a list of qualifying CEUs.

It was also noted that once the CEU spreadsheet has been posted on the CTABC website, members will be responsible to ensure they have sufficient CEUs for carryover the following year. Only members who are short in a for the year of the CEU submissions will be contacted by email.

Provincial Representative's verbal report

Highlights: CSCT website - the new website has been launched. Members were invited to take time to explore the new content.

The CSCT website also includes a national database which is connected to all of the new provincial sites. CTABC will also be launching a new site. This year our members will register as part of a national database. By having members self-register this will put the onus on the members to ensure that their contact information is up to date. Fees will still be collected provincially. Members will each have their own unique username and passwords based on their CSCT membership number. Membership will allow for a CSCT membership only area and in time be a place to see AGM reports and Financial statements.

The CCC will be in Toronto from October 24-27, 2015 with the AGM on Saturday October 24th and an Education day on Sunday October 25th.

At the 2014 CSCT AMG new bylaws were passed which are posted on the CSCT website. This year you will find a different looking proxy which will list the names of all the provincial directors who are to be elected by the members. The new Federal Non-For-Profit Act states that members must elect directors. Directors in turn then appoint the officers of the society. No longer will members be electing the CSCT Vice President or Treasurer. Those are now officers which the directors will appoint. The only officer position which will be voted for is the Education Director. The CSCT board felt that the office of education needed to have a vote and therefore needed to be a director. Members will vote to elect the Education Director. Directors are elected for 2 year terms.

There are also up to 4 Directors at Large positions. The Directors can recommend that a member be nominated for a Director at Large position and that person will also be listed on the proxy.

If you have any questions please direct your email to the provincial director.

Question Joanne Smith about how often the CSCT board meets. Response they meet together 3 times in person plus the post AGM meeting as well as electronically by emails and online meetings. CSCT pays airfare for the provincial directors and provinces are responsible for all other expenses.

DISCUSSION OF REPORTS:

Motion to accept reports made by Nilesh Bhathella, seconded Joanne Smith. Carried



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COMMITTEES:

Nomination (Vice President)- covered in Vice President's report

Inquiry(President)- did not met

Legislation(President) -reported updates regarding the college.

Finance (Treasures)- looking at different investment options suggested by our bank, GIC connected to stock market low-risk; no long term investments as liquidity is essential with potential College costs in the near future

Forms (chair) -ideas to organize everything in google drive, easy to share - work in progress

Bylaws (Vice President) -not met

Education (Education) - not met

Policy (chair)- not met

Technical (chair)- dissolved.

DISCUSSION OF COMMITTEE REPORTS:

Motion to accept the committee reports made by Erica Barks. Seconded by Cindy Dyal. Carried

Auditor – Motion to appoint Deloitte & Touche as auditor for the next year.

Motion made by Danielle Tent. Seconded by Trish Koning. Carried.

PROXY ISSUES: none

ELECTION RESULTS: (nominations chair)

President - Shauna Ryall by acclamation

Provincial Education Director- Jen Paul by acclamation

Treasurer- Jiannan Yu by acclamation

Recording Secretary- Victoria Belan by acclamation

OLD BUSINESS: Marion Wright Award (Education Coordinator)

Jen Paul presented the Marion Wright Award to a CTABC graduate who had the highest mark on the CSCT exam during the 2014 year. Award goes to Alyssa Felbel.

CSCT AGM is on October 24, 2015 in Toronto. Early registration is in June.

Question - Will there be videoconference of the AGM? This is not possible as the meeting is out of the conference centre so that members can attend without having to register for the CCCs.

NEW BUSINESS:

Erica Barks read the AGM motion: "Be it resolved that: all acts, contracts, bylaws, proceedings, appointments, elections and payments enacted, made, done and taken by the directors and officers of the Association, since the date of the last Annual General Meeting of the Association, be one and the same and are hereby approved, ratified and confirmed."

Seconded Cynde Punch. Carried.

Motion to destroy proxies of 2014. Motion made by Joanne Rowe. Seconded Catherine Villaroman. Carried.

NEXT AGM: 2016 AGM will be in Nanaimo

Motion to adjourn Maria D'Aversa, Gagandeep Dhami. Carried.

At 3:40 pm the meeting was adjourned.