



CANADIAN SOCIETY OF RESPIRATORY THERAPISTS
SOCIÉTÉ CANADIENNE DES THÉRAPEUTES RESPIRATOIRES

Minutes

**CSRT Annual General Business Meeting
Marriott Hotel, Halifax, NS
Saturday, May 13, 2017**

1. Welcome and Call to Order

Jeff Dionne, CSRT President, called the meeting to order at 08:00 hours. He welcomed the participants to the 2017 CSRT Annual General Meeting.

2. Confirmation of quorum

Carolyn McCoy, CSRT Chief Scrutineer, confirmed that quorum was reached as there were more than 50 CSRT voting members in good standing present in person and by proxy.

3. Introductions

President Jeff Dionne introduced the current Board of Directors:

Past President	Jessie Cox (St. John's, NL)
Treasurer	Adam Buettner (Saskatoon, SK)
Directors	Elizabeth French (Edmonton, AB)
	Edouard Saadé (Saskatoon, SK)
	Dave Sahadeo (Student – Surrey, BC)
	Patricia-Ann Thériault (Montréal, QC)
	Scott Vigliotti (Vancouver, BC)
	Paul Williams (London, ON)

Jeff Dionne then acknowledged CSRT Past Presidents attending the AGM.

4. Approval of Agenda

President Jeff Dionne proceeded with a review of the agenda. No items were added and the agenda was approved as presented.

5. Approval of Minutes of the CSRT May 2015 Annual General Meeting

President Jeff Dionne invited members to comment and ask questions regarding the minutes of the 2016 Annual General Meeting which was held in Ottawa on May 27, 2016. No question or comment were presented.

A motion presented by Jeff Dmytrowich (SK), seconded by Susan Dunington (ON) to approve the minutes of the 2016 Annual General meeting.

Motion carried.

6. Executive Reports

6.1 President's Report

President Jeff Dionne reported on the CSRT achievements during the past year, including:

- Communication and advocacy with the Federal and Provincial Governments
- Working with provincial RT organizations on the feasibility of pursuing a degree as entry-to-practice in each jurisdiction
- Setting the stage for RRTs in private practice
- Positions statements and best practice statements
- Finalized the AA certification process to establish national standards for the practice of anesthesia assistants
- Responding to health care environment and keeping health care stakeholders informed
- Partnering with key stakeholders on important initiatives
- Supporting national research projects of importance to Respiratory Therapists
- Representing the professional at provincial, national and international conferences and meetings.
- Providing professional development opportunities for RRTs
- Enhancing membership services
- CSRT membership reaching highest numbers – from 3,909 members in March 2016 to 4,254 members in 2017.

Jeff Dionne then reviewed the objectives for 2018 which include

- Continue the implementation of initiatives in accordance to the Blueprint for the profession
- Engage more private payors in providing benefits for patients who consult RRTs for the management of their chronic respiratory conditions
- Initiate activities to establish a post-diploma certification in neonatal / pediatrics
- Continue intra-professional and inter-professional stakeholders consultation on issues of relevance to the RT profession
- Continue to raise the RRT profile with participation in national inter-professional projects
- Continue participation in provincial, national and international conferences and meetings
- Support the transition of Andrew West as Chief Executive Officer of the CSRT

6.2 Treasurer's Report

6.2.1 2016 Financial Statements and Auditors report

Treasurer Adam Buettner reported on the financial statements for the fiscal year 2016 as per the audit which was completed in March 2016. The audit also included an internal control and risk assessment analysis. Total revenue in 2016 was \$1,254,476. Expenditures for 2016 were

1,230,665. He reported that the excess revenue over expenditures for 2016 as reported in the Auditors' report is \$23,811.

6.2.2 2018 Budget

Treasurer Adam Buettner provided an overview of the 2018 budget which was approved by the Board of Directors. He provided an overview of the anticipated revenue for 2018 of \$1,124,647 and the projected expenditures for 2017 as being \$1,108,800 with an anticipated surplus of \$15,837.

He reported that the CSRT's goal is to avoid raising dues and to implement strategies to maximize income and manage expenditures without cancelling initiatives to advance the profession.

6.3 Appointment of Auditor (Motion)

Adam Buettner put forward a request for a motion from the floor to appoint the auditors Ouseley Hanvey Clipsham Deep, LLP for the audit of the 2017 fiscal year.

A motion was presented by Angela Coxe (ON), seconded by Ashley Peterson to appoint the auditors Ouseley Hanvey Clipsham Deep, LLP for the 2017 fiscal year audit.

Motion carried.

7. Introduction

7.1 New Board Members

President Jeff Dionne informed members that a call for nomination was implemented to recruit board members with the following perspective: (1) anesthesia assistant; (2) student perspective. He introduced the following individuals who were elected by the membership:

Tammy Fagan, RRT from St. Johns, NL – will bring the perspective of anesthesia assistants. Tammy was unable to attend the AGM and will be joining the Board of Directors at the Fall 2017 meeting.

Richa Shah, SRT from Toronto, ON – will bring the perspective from students.

A motion was presented by Tammy Fournier (NB), seconded by Troy Denton (NB) to ratify the election Tammy Fagan and Richa Shah to the CSRT Board of Directors.

Motion carried.

7.2 Outgoing Board member

President Jeff Dionne acknowledged the many contributions of outgoing Board members, including:

Jessie Cox (St. Johns, Newfoundland) - perspective from anesthesia assistants. Jessie was also a member of the Executive Committee and served as President-Elect, President for 2 years and as Past President.

Dave Sahadeo, GRT (Surrey, BC) - perspective from students. Dave served on the Board from May 2014 to May 2017.

8. Confirmation – Board of Directors from May 2017 to May 2018

President Jeff Dionne introduced the 2016-2017 Board of Directors to the membership. He informed the CSRT members that following an election at the Board of Directors, Adam Buettner will remain on the Executive Committee in the role of President-Elect; Paul Williams has accepted to serve as Treasurer.

President (Leadership – ON)	Jeffrey Dionne
President-Elect (Neonatal / Pediatric – Western Canada)	Adam Buettner
Treasurer (Educator)	Paul Williams
Director (Québec)	Patricia Ann Therriault
Director (Chronic disease – Western Canada)	Elizabeth French
Director (Anesthesia Assistant – Atlantic region)	Tammy Fagan
Director (Industry – Western Canada, non-regulated provinces)	Scott Vigliotti
Director (critical care – Western Canada)	Edouard Saade
Director (Student Relations)	Richa Shah

9. Volunteer Award of Excellence

President Jeff Dionne acknowledged the contributions of Norm Tiffin, BSc, MSA, FCSRT who served on the Editorial Board of the Canadian Journal of Respiratory Therapy for over 20 years. Norm devoted many hours each week to review articles, mentoring new authors, and participated in hundreds of conference calls and meetings. He was also instrumental in transitioning the CSRT journal into a knowledge dissemination tool that is now listed on several prestigious databases.

President Jeff Dionne also acknowledge the contributions of Christina Sperling, RRT, who served as a member of the Council on Accreditation of Respiratory Education Programs since 2010. Christina has made significant contributions to the establishment of clear policies and procedures for CoARTE.

10. Adjournment

As there was no further business, the meeting was adjourned at 8:45 hours.

A motion was presented by Angela Coxe (ON), seconded by Ray Hubble (NB) to adjourn the 2017 CSRT Annual General Meeting.

Motion carried