



MINUTES (DRAFT)

**CSRT Annual General Business Meeting
Via Zoom Video Conferencing Platform**

Thursday, June 10, 2021

19:00 hrs (ET)

1. Welcome and Call to Order

Andrew West, CSRT CEO, acknowledged the ancestral and unceded territory of the Inuit, Métis, and First Nations peoples who call the lands the CSRT meets on home. He then introduced CSRT President, Chitra Gnanasabesan.

President Gnanasabesan called the meeting to order at 19:05 hours. She then welcomed the participants to the 2021 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. Approval of Agenda

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

A motion was presented by Ray Hubble seconded by Susan Haskell to approve the agenda of the 2021 Annual General meeting.

Motion carried.

4. Introductions

President Gnanasabesan acknowledged CSRT Past Presidents attending the AGM and introduced the staff of the CSRT.

President Gnanasabesan (ON) then introduced the current Board of Directors:

Past President	Adam Buettner (SK)
Treasurer	Paul Williams (ON)
Directors	Tammy Fagan (NL)

Kuljit Minhas (BC)

Jason Zurba (BC)
Frank Fiorenza (ON)
Karine Grondin (QC)
Micah Kooperberg (NS)
Nicole Juen (ON)

5. Approval of Minutes of the 2020 CSRT Annual General Meeting

President Gnanasabesan invited members to comment and ask questions regarding the minutes of the 2020 Annual General Meeting which was held virtually on June 10, 2020. No question or comment were presented.

A motion was presented by Elizabeth French, seconded by Terri Tryon to approve the minutes of the 2020 Annual General meeting.

Motion carried.

6. Executive Reports

6.1 President's Report

President Gnanasabesan reported on the CSRT 2020 activities:

It was noted that 2020 was a very unique year and the COVID pandemic presented many challenges. Over the past few years it has been reported on the transformative investments made by the CSRT into its operational infrastructure to serve members. These investments have been instrumental, particularly during the pandemic, in the organization's ability to support RTs. Indeed, the CRST was well positioned to successfully navigate many unforeseen challenges – an advantage that predates the pandemic and will continue beyond.

While many associations struggled to find foothold in the sudden upheavals of 2020, and in some cases to maintain their viability, the CSRT continued to grow and thrive. The organization stepped up in a manner that helped characterize this difficult year as one also marked by expansion of services, new practice supports, and impactful local, national and international leadership. Despite the need to flexibly respond to factors outside of our control, we continue to attain the aims set out by the Board of Directors in the ambitious CSRT strategic agenda. As of March 31st, the CSRT has 4862 members – our largest membership in history. This continues to exceed the norm for national associations where membership is optional and is an indication that respiratory therapists recognize the value that comes from a CSRT membership.

Special note was made of services provided by our colleagues at the Canadian Psychological Association (CPA). In 2020 the CPA called on registered psychology practitioners to donate some of their time to provide psychological services to respiratory therapists who may be feeling stressed, overwhelmed, or distressed by being on the front lines of this health crisis. It was heartwarming to see the appreciation registered psychology practitioners have for RTs. The CSRT and CPA have a longstanding history of collaboration as part of the Health Advocacy Lobby Group (HEAL), and we sincerely thank them for their collegiality and support through the pandemic.

Over the past year, the CSRT has been especially active on the public advocacy front – including through engagement of all major media outlets across Canada through direct involvement with interviews, and by connecting media with front-line RTs. This never-before-seen level of public engagement has positioned respiratory therapists well to influence the public narrative and has increased the profile of the profession in the public eye.

The CSRT continues to maintain very strong partnerships across Canada and internationally with organizations who share aligned mandates to advocate for RTs, the RT profession, and for patients and families. In 2020 these relationships were leveraged to rapidly augment the magnitude of CSRT advocacy to ensure the voice and needs of RTs are well represented at the federal level.

With respect to CSRT work alongside the federal government, early in the pandemic the CSRT began working with the Public Health Agency of Canada (PHAC) and Health Canada to support the procurement of ventilators from manufacturers domestically and internationally. Also, in collaboration with the federal Ministry of Innovation, Science and Economic Development, the CSRT has provided expert advice on a range of madeinCanada innovative ventilator designs. Several CSRT advocacy initiatives in 2020 also extend to provincial and local jurisdictions.

CSRT also focused attention to much needed action on access to PPE, as well as guidance on PPE use in practice. The CSRT and CTS have been collaborating on advocacy efforts surrounding the recognition of risks associated with the airborne transmission of COVID in the pulmonary function testing environment. The CSRT and CTS have shared the evidence of risk with groups including Public Health Ontario, the Public Health Agency of Canada, HEAL and with the federal Minister of Health.

The past year witnessed a never before seen level of CSRT-media engagement, and increased profile of the profession in the public eye. Leveraging this opportunity, the CSRT has implemented a digital promotion campaign aimed promoting the profession and the CSRT, building on the momentum gained over the past year and will further enhance public awareness of the profession. The campaign includes targeted social media and Google ads, and a soon to be released video that will further enhance the campaign.

The CSRT is the fabric that connects RTs. We continue to implement new ways for RTs to share and explore ideas, and to shape the profession in all parts of Canada and beyond. For example, in 2019 the CSRT established another new professional network for RTs in addition to the established 3 networks. This one is for Certified Clinical Anesthesia Assistants. These active networks aim to advance the profession in those important areas of practice. Additional networks are planned.

When the CSRT Annual Conference was cancelled in March 2020 due to COVID-19, the CSRT quickly pivoted to ensure that members had access to the educational opportunities traditionally available at the conference and offered the e-conference on a complimentary basis to all CSRT members. The 2020 CSRT E-Conference Series wrapped up on December 3, 2020. A total of 27 presentations were delivered, with 1742 total views to date.

The CSRT has made impactful strides towards enhancing the evidence-informed practice of RTs in 2020:

- Enhancing the Continuing Professional Development opportunities available for RTs continues to be a key CSRT focus, both in terms of range and quality. In 2020 the CSRT brought members new webinars, e-courses, directed reading articles. Nearly 8000 CE credit hours were awarded to CSRT members in 2020 for completing CSRT educational activities.
- In 2019 the Board approved a research grant to foster RT research. A major milestone for the CSRT – the first ever open call for applications to a national, RT focused research grant, was made in fall 2020. Guiding policies on distribution of the funds were approved in October 2020 and the first call for applications was made in December 2020.
- In 2020 the CSRT released four new position statements, one of which was updated and re-released to reflect rapidly changing evidence. The approach and rigor of CSRT position statements ensure they are timely and influential practice and advocacy supports.

6.2 Treasurer’s Report

6.2.1 2020 Financial Statements and Auditors report

Treasurer Paul Williams reported on the financial statements for the fiscal year 2020 as per the audit which was completed in March 2020. The audit also included an internal control and risk assessment analysis. Total revenue in 2020 was \$904,785. Expenditures for 2020 were 792,874. He reported that the excess revenue over expenditures for 2020 as reported in the Auditors’ report is \$111,911.

He reported that the CSRT’s goal is to avoid raising dues and to implement strategies to maximize income and manage expenditures in order to invest in and grow initiatives that advance the profession.

6.2.2 2021 Budget

Treasurer Paul Williams provided an overview of the 2021 budget which was approved by the Board of Directors. He provided an overview of the anticipated revenue for 2021 of \$944,950 and the projected expenditures for 2020 being \$930,772, with an anticipated surplus of \$14,148.

Once again, the strong financial position/surplus at the end of the 2020 fiscal year is an important factor contributing to the ability of the CSRT to continue weather the unanticipated crisis of 2021. This underscores the need for CSRT to, as a priority, plan for appropriate investment into fiscal reserves in the future.

6.2.3 Appointment of Auditor (Motion)

Treasurer Paul Williams put forward a request for a motion from the floor to appoint the auditors Ouseley Harvey Clipsham Deep, LLP for the audit of the 2021 fiscal year.

A motion was presented by Elizabeth French seconded by Carole Lamothe to appoint the auditors Ouseley Harvey Clipsham Deep, LLP for the 2021 fiscal year audit.

Motion carried.

7. Introduction of New Fellows of the CSRT

President Gnanasabesan acknowledged the new FCSRT recipients approved by the Board of Directors since the last AGM.

8. Introduction of new Certified Clinical Anesthesia Assistants (CCAAs)

President Gnanasabesan acknowledged the new CCAA recipients approved by the Board of Directors since the last AGM.

9. Confirmation of the Board of Directors for 2021-2022

9.1 Ratification of New Board Members

President Gnanasabesan informed members that a call for nomination was implemented to recruit board members with the following perspective: (1) Neonatal/Pediatric Care; (2) Anesthesia Assistance. She introduced the following individuals who were elected by the membership:

Nicole Coutu (ON) - Elected to the position of Director (Neonatal/Pediatric Care)

Daryl Penner (BC) - Elected to the position of Director (Anesthesia Assistance)

A motion was presented by Ray Hubble seconded by Rena Sorensen to ratify incoming board members as elected by the membership in the 2021 CSRT Board of Directors election.

Motion carried.

9.2 Outgoing Board members

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

Adam Buettner (SK) - Board member from 2013 to 2021 (Neonatal/Pediatric Care Perspective), and served in executive roles from 2013-2021, including as CSRT President from 2018-2020

Tammy Fagan (NL) - Board member from 2017 to 2021 (Anesthesia Assistance Perspective)

9.3 Presentation of the 2021-2022 Board of Directors

President Gnanasabesan introduced the 2021-2022 Board of Directors to the membership.

President (Community and Chronic Care – Ontario)	Chitra Gnanasabesan
President-Elect (Leadership – Western Canada)	Kuljit Minhas
Treasurer (Education)	Paul Williams
Director (Critical Care – Western Canada)	Jason Zurba
Director (Private Industry)	Frank Fiorenza
Director (Cardiopulmonary Diagnostics – Atlantic Canada)	Micah Kooperberg
Director (Québec)	Karine Grondin
Director (Anesthesia Assistance)	Daryl Penner
Director (Neonatal/Pediatric Care)	Nicole Coutu
Director (Student Perspective)	Nicole Juen

10. Other Business

10.1 CSRT 2021 Awards Program

In light of the inability to hold the 2021 CSRT Annual Conference in person, congratulations were shared during the AGM with the following recipients CSRT awards:

- Colya Kaminiarz Professional Achievement Award - Presented to: Rena Sorensen
- Robert Merry Excellence Award - Presented to: Lynn Daley
- VitalAire Respiratory Home Care Award - Presented to: Elizabeth French
- Louis Phillip Belle-Isle Scholarship for Graduate Studies - Presented to: Robert Biddlecombe
- Award for Professional Achievement in Anesthesia Assistance – Presented to Marco Zaccagnini
- CSRT President’s Award - Presented to: Cindy Bruce-Barrett
- CSRT-CBRC Student Excellence Awards:
 - Gold medal recipient: Hannah Diemert (Fanshawe)
 - Silver Medal recipient: Elora Tung (Fanshawe)
 - Bronze Medal recipients: Yu Chao Jin (SAIT); Kyla Suss (U of M)

11. Adjournment

There being no further business, the meeting was adjourned at 19:55 hrs.