



MINUTES

**CSRT Annual General Business Meeting
Stanley Park Ballroom
Westin Bayshore Hotel, Vancouver, BC**

Saturday, May 26, 2018

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 2018 CSRT Annual General Meeting.

Special acknowledgement was made of the passing over the past year of two individuals who have each made significant contributors to respiratory therapy in Canada and beyond: Vincent Solomita and Louis Phillip Belle-Isle.

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:

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

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 2017 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 Ray Hubble (NB), seconded by Jessie Cox (NL) to approve the minutes of the 2017 Annual General meeting.

Motion carried.

6. Executive Reports

6.1 President's Report

President Jeff Dionne reported on the CSRT 2017 achievements, including:

- Hired the CSRT Chief Executive Officer, Dr. Andrew West, who started in August 2017
- Worked with Health Action Lobby Group (HEAL) to keep federal and provincial governments informed on many issues facing the health profession
- Responding to health care environment and keeping health care stakeholders informed
- Finalized AA certification process (Certified Clinical Anesthesia Assistant)
- Partnering with key stakeholders on range of important national initiatives
- Announced that, effective August 2019, the CSRT will no longer provide accreditation services for entry-to-practice education and will refocus its activities to the advancement of the profession.
- Represented the profession at provincial, national and international conferences and meetings
- Continued to enhance the professional development opportunities for RRTs
- Enhancing a range of membership services and benefits
- President Jeff Dionne noted that the CSRT Membership has reached its highest with 4,439 CSRT members

President Jeff Dionne then reviewed the objectives for 2018 which include:

- Update the CSRT operational infrastructure functions to maximize the use of financial and human resources
- Implement a new strategic agenda to advance the profession and to support the achievement of the Blueprint for the Profession
- Enhance intra-professional and inter-professional stakeholder partnerships, nationally and internationally
- Raise the professions profile through enhanced advocacy

6.2 Treasurer's Report

6.2.1 2017 Financial Statements and Auditors report

Treasurer Paul Williams reported on the financial statements for the fiscal year 2017 as per the audit which was completed in March 2017. The audit also included an internal control and risk assessment analysis. Total revenue in 2017 was \$1,274,461. Expenditures for 2017 were 1,214,806. He reported that the excess revenue over expenditures for 2017 as reported in the Auditors' report is \$59,655.

6.2.2 2018 Budget

Treasurer Paul Williams 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 \$1,225,630 and the projected expenditures for 2018 as being \$1,209,830, with an anticipated surplus of \$15,800.

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.

6.2.3 Appointment of Auditor (Motion)

Treasurer Paul Williams put forward a request for a motion from the floor to appoint the auditors Ouseley Hanvey Clipsham Deep, LLP for the audit of the 2018 fiscal year.

A motion presented by Ray Hubble (NB), seconded by Susan Dunington (ON) to appoint the auditors Ouseley Hanvey Clipsham Deep, LLP for the 2018 fiscal year audit.

Motion carried.

7. Introduction of New Fellows of the CSRT

President Jeff Dionne acknowledged the new FCSRT recipients approved by the Board of Directors in 2017, and to date in 2018.

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

President Jeff Dionne acknowledged the new CCAA recipients approved by the Board of Directors in the fall 2017 and to date in 2018. He noted that the recipients included a number of registered nurses, demonstrating the interprofessional leadership position being provided by CSRT.

9. Confirmation of the Board of Directors for 2018-2019

9.1 Outgoing Board members

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

Elizabeth French (Edmonton, AB) - perspective from Community and Chronic Care.
Elizabeth served on the Board from May 2014-May 2018.

Richa Shaw, SRT (Toronto, ON) - perspective from students. Richa served on the Board from May 2017 to May 2018.

9.2 Ratification of New Board Members

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

Chitra Gnanasabesan, RRT from Toronto, Ontario, will bring the perspective of Community and Chronic Care.

Elisha Kant, SRT from Toronto, ON, will bring the perspective from students.

A motion was presented by Patty Wickson (AB), seconded by Susan Dunington (ON) to ratify the election Chitra Gnanasabesan and Elisha Kant to the CSRT Board of Directors.

Motion carried.

9.3 Presentation of the 2018-2019 Board of Directors

President Jeff Dionne introduced the 2018-2019 Board of Directors to the membership. He informed the CSRT members as previously reported, Adam Buettner will remain on the Executive Committee in the role of President. Jeff Dionne will assume the role of Past-President, and Paul Williams will continue to serve as Treasurer.

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| President (Neonatal / Pediatrics – Western Canada) | Adam Buettner |
| Past-President (Leadership – ON) | Jeffrey Dionne |
| Treasurer (Education) | Paul Williams |
| Director (Québec) | Patricia-Ann Therriault |
| Director (Anesthesia Assistant – Atlantic region) | Tammy Fagan |
| Director (Industry – Western Canada, non-regulated provinces) | Scott Vigliotti |
| Director (Critical Care – Western Canada) | Edouard Saade |
| Director (Community and Chronic Care – Ontario) | Chitra Gnanasabesan |
| Director (Student Relations) | Elisha Kant |

10. Adjournment

There being no further business, the meeting was adjourned at 8:45 hrs.