

MINUTES
CPA Leadership Division: Executive Meeting
November 23, 2016
7:00pm – 8:00pm EST

Attendees: Sunny Ma, Joe Putos, Meghan Peters, Megan Hudsons, MJ O'Donnovan

Regrets: Emma Plater, Sandi Kossey, Anthony Teoli, Marc-Olivier Dube

1. Review of Agenda and additions

- 1.1. Agenda reviewed, but quorum could not be reached at this time due to insufficient members of the executive committee present at the start of the teleconference. Meeting continued.

2. Approval of Minutes from September 2016

- 2.1. Minutes from September 2016 reviewed, but quorum could not be reached at this time due to insufficient members of the executive committee present at the start of the teleconference. Meeting continued.

3. Treasurer's Report

- 3.1. Received payment from National Office regarding membership fee, balance is higher: \$17,036.64; haven't had many expenses over fall, balance is stable for now
- 3.2. Membership stats up by 40% from last year (paid members)
 - 3.2.1. Students and PTA up around 1500 (unpaid members)

4. Newsletter Editor

- 4.1. *Reflecting - PT Roles in Current Issues*; ideas: why PT still has a low profile in the healthcare realm, and we need to raise our profile
 - 4.1.1. Profile of PT as a profession with the public is still low; the public doesn't know what we do, they don't think of physiotherapists first
 - 4.1.2. MJ: in a research project, subjects didn't even know to consult physiotherapists regarding their low back pain. Common reasons: subjects think the pain will go away, don't understand the benefits of physiotherapy; chiropractic uses more of a business model vs a healthcare model
 - OPA: twitter campaign, posters,
 - Alberta: ? (not discussed)
 - Darryl Yardley – to ask why physiotherapy profile is lower than chiropractic
- 4.2. Meghan to take on research piece regarding exoskeleton at Glenrose Rehab Hospital in Edmonton, Alberta; new role for PT to interact with bioengineering

5. Chair's Report

- 5.1. Vice-chair resignation
 - 5.1.1. Gabrielle resigned due to personal reasons; Gabrielle had offered to be the project lead for the website re-development project, looking for replacement
- 5.2. Call for nominations
 - 5.2.1. Roles of each position is outlined in the Constitution

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5.2.2. **ACTION ITEM:** Joe to re-send the constitution to execs

5.3. Division Chair Committee activities – 3 projects

5.3.1. Division Chair Committee meets three times a year, has three projects going on:

- Knowledge translation project
- Six of the divisions decided they needed help with administrative stuff, e.g. taking registrations for courses, sending out meeting minutes...etc. CPA and DCC agreed would split the cost for a person based in Ottawa to help with administrative tasks of all the Divisions. They got a person, but the person resigned in May to take on another full-time position. Now they found a new person, but now CPA agreed they are going to have a team within Ottawa's office to support all the divisions. This would be a significant improvement over what was happening before.

5.3.1..1. Two non-clinical divisions = Leadership and Private Practice Division, others are clinical divisions that represent national interest groups

- Trish Parsons initiated Professional Development Pathway – to represent a toolkit that every physiotherapist could use to look at where they are headed, if they're interested in research...etc, like a snakes and ladders game. Would show links to courses...etc

5.4. Physiotherapy Specialization Certification Board of Canada

5.4.1. DCC has a rep on this board (Joe is the rep)

5.5. Quality PT Committee

5.5.1. CPA has initiated a task force to define what is quality physiotherapy, to provide evidence when for example lobbying government groups

5.5.2. CPA Strategic Plan:

- Under the direction of Linda Woodhouse (president of CPA), CPA has a strategic plan; in the past, this strategic plan has been formulated by board of directors; this time, it will be a grassroots strategic plan, it will be different; will be year-long process, will be engaging and enabling physiotherapists across the country to create this strategic plan; Joe's job is to follow the time-frame and to make sure things happen according to plan

5.6. Leadership Forum

5.6.1. Joe to be a rep on this committee to represent the leadership division, and Carol Damp Lowery has been asked to be one of two Leadership Division reps on the Leadership Forum Committee. Carol is considering the request. Jim Millard has confirmed to help Joe with the Forum.

5.7. **Action plan:** Meaghan to email Joe, then Joe to forward email to Mike Brennan to request for a list current projects to be posted on the CPA website; intention is to inform members, in case members have an interest and want to join in

6. 2016 Project Teams

- 6.1. PTAA Webinar
- 6.2. Website Re-vamp
- 6.3. Leadership Certification Curriculum
- 6.4. Membership Survey
- 6.5. Student Division Rep and Lead

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7. Others

- 7.1. The project lead for the above four projects (6.1 to 6.4) should be an executive; **ACTION PLAN:** the project lead should complete the *Project Plan* (embedded in the meeting agenda) by January 31, 2017.
- 7.2. **Action Plan:** We need to have one more teleconference before the end of this year. Sunny will send out a Doodle Poll very soon to plan our 6th teleconference for the first half of December
- 7.3. **Action Plan:** Everyone please email Sunny to let her know the number, size and language (English or French) of Leadership Division T-shirts you need. The t-shirts are a way to promote our division.

8. Meeting Adjourned

- 8.1.1. Meeting adjourned at 8:20pm EST.