

**MINUTES**  
**CPA Leadership Division: Executive Meeting**  
**September 10, 2015**  
**9:00pm – 10:30pm EST**

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**Attendees:** Gabrielle Sadler, Carol Damp Lowery, Sunny Ma, Joe Putos, Jean Robinson, Emma Plater

**Regrets:** Swapnil Rege, Sandi Kossey

**Absent:** Kayley Perfetto

- Introductions by Executive Members who are present

**1. Review of Agenda – No Motion made**

**2. Approval of Minutes – Deferred to next meeting**

**3. Business Arising – Deferred to next meeting**

**4. Treasurers Report: Not discussed; report not provided (Kayley was absent).**

**5. Division AGM Summary: Lead Carol**

5.1. Carol has summarized content of AGM and there are no outstanding issues.

5.2. Issues of whether Nova Scotia's regulatory body recognizes non-practicing (administrative) physiotherapists have been addressed by Joe separately.

**6. Newsletter: Lead Emma**

6.1. Ideas for Fall/Winter newsletter: would like to have more color graphics. Will likely issue four newsletters in the next year.

6.2. Joe suggested issuing a newsletter before October 17 and 18, 2015 when Narrative Medicine Course will be held.

6.3. Two new grads from University of Western Ontario are interested in helping out with the newsletter.

**7. Chair's Report: Lead Joe**

7.1. Project Funding Review Committee: Currently have three \$500 grants for members, but would like to increase that to four grants (pending Motion by Project Funding Review Committee: Meghan, Phil, Jean, Jim). Would also like to move up funding application deadline to March 31<sup>st</sup>. Project Funding Review Committee should host a teleconference prior to November 31<sup>st</sup> to discuss any other changes to funding process, including adding a fourth grant. No motions moved tonight.

7.2. Professional Development:

7.2.1. Narrative Medicine – Toronto, Oct 17 and 18, 2015. Marketing subgroup has put together flyers to market the Narrative Medicine course. CPA and OPA both involved in its marketing to PTAs, OTAs, PTs, OTs, and students in other disciplines. Lead by Trisha Parsons, it is an extension of the course held at the 2015 Congress. The goal is to have 30-35 participants, but main challenge is how

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to convince people to spend \$300 on a course about history taking, although it is more than just history taking. Planning to charge \$300 for members, and \$340 for non-members. Goal is to take this course across Canada.

- Concerns about the fee, but agreed that fee is reasonable
- Need a way to market this course to physiotherapists, as it is often a missing link in the assessment chain

7.2.2.2016 Webinar Series – The Division ran three series last spring, which could be run again this year to generate some income. However, CPA is not putting on webinars this year, as they are transitioning to a new professional development framework; but CPA and OPA will still support us. OPA is launching new series starting in October 2015 through to March 2016. Another change: CPA will now charge us flat rate \$400 to run the webinar course

7.2.3. On-line EI Course by Daniel Goleman: Author of book on Emotional Intelligence. He is trying to create a new online course in Emotional Intelligence, and Joe has reached out in a recent teleconference to discuss potential of collaboration between Leadership Division and Daniel Goleman. Has not heard back yet.

7.3. Student PT Reps: Each of the 15 Canadian school PT programs now has a student rep on the Leadership Executive. The reps will act as liaisons between the Division and each school. The goal of this initiative is to increase the support the Division can provide to students and to improve the channels of communication between students and the Division.

7.4. Scheduling of Teleconference Times/Dates: Will try to coordinate times between Eastern and Western Canada

7.5. Congress 2016 Ideas: BC Section

7.5.1. Congress 2016 is in Victoria, BC; Nancy Cho is willing to talk to us about initiatives

7.6. Marketing of Division Offerings – The marketing subgroup has been very involved with Narrative Medicine marketing, and it has been very helpful

## **8. Strategic Plan**

8.1. All executive members are asked to review the current strategic plan in order to develop a new plan for 2016.

8.2. Possibility of matching up students and current Executive Members for mentoring

## **9. Other Items – *Not discussed***

**10. Next Meeting** – to be determined by doodle poll.

**11.** Meeting adjourned at 10:30 pm.