

BCASLPA Minutes of Provincial Council Meeting

December 4, 2013

19:00 – 20:30

Teleconference

P – Present A – Absent R – Regrets G – Guest V – Vacant Position

P	Brent Clayson, President	P	Margaret Anderson, Advocacy Councillor Co-Chair	A	James Burden, GVRD Area Representative
P	Julia Hodder, Vice-President	R	Nathan Hoffart, Advocacy Councillor Co-Chair	A	Pam Waterhouse, Fraser Valley Area Representative
P	Melanie Houston, Past President	P	Liz Zischka, SLP Public Councillor	A	Adele Minto, Kootenay Area Representative
A	Daniel Allen, Treasurer	P	Arlene Sturn, SLP Private Councillor	P	Janette Grant, Thompson/Okanagan Area Representative, Area Services Councillor
P	Kevin Frew, Secretary		VACANT, AUD Public Councillor	P	Laurie Denley, Vancouver/Gulf Islands Area Representative
P	Janet Campbell, Executive Assistant	P	Ryan Kalef, AUD Private Councillor	P	Janine Lebeter, Northern Area Representative
P	Barbara Burnet, CASLPA Representative	R	Kate Chase, Member Services Councillor	P	Sarah Dowling, SLP School Affairs
A	Michael Witten, UBC Student Representative (SLP)	A	Graham Raynor, UBC Student Representative (Aud)		

change sara present / absent from last meeting

AGENDA ITEM	DISCUSSION	ACTION
1. CALL TO ORDER		Meeting called to order at 19:03.
2. OPENING REMARKS FROM CHAIR	Brent noted that conference planning has begun and thanked everyone for their hard work; particularly in regards to the new website.	
3. APPROVAL OF AGENDA	Additions: 6. b) flu policy	MARGARET moved to approve agenda seconded by BARB. Carried.

<p>4. APPROVAL OF THE CONSENT AGENDA</p>	<p>a) Minutes of November 6 b) CASLPA Rep Report c) Advocacy Councillor Report d) Northern Rep Report e) Kootenays Rep Report</p>	<p>PAM motioned to approve consent agenda seconded by LIZ. Carried.</p>
<p>5. ADVOCACY</p>	<p>I. Website Update Margaret noted was taking longer than anticipated for update process. New deadlines were to be discussed with team via teleconference. She noted it would take six weeks once all new copy was approved in order for site to go live; therefore launch more likely in February. PC agreed to new timelines as quality was more important than expediency.</p> <p>Zoe was approached re: proposal for ongoing support. She stated she wants to ensure she understands PC's goals and ambitions before working on specific details. She agreed to give a rundown of all work completed to date and some broad ideas for future goals by January's Strategic Planning Meeting. PC agreed with this approach.</p> <p>Margaret stated she is soliciting input from content area specialists for monthly awareness posters. Current cost is approximately \$400 per month.</p> <p>II. Zoe's out of pocket design expenses Margaret reported that Zoe has encountered some unanticipated extra expenses for design; she has not requested payment but will be working these types of costs into next contract.</p>	<p>KEVIN to provide input re: aphasia poster.</p>
<p>6. MEMBERSHIP</p>	<p>a. Attendance at HSA meeting December 12 13:00 (Janet / Brent) Discussed that Health Sciences Association invites representatives of professional associations to attend their meetings (normally one to two hours in length). Janet noted she has gone in the past and solicited for PC members to attend.</p> <p>b. Provincial Flu Policy Another letter received from BCASLPA member stating concerns re: policy. PC agreed again that BCASLPA's social media sites were a good venue for discussion amongst members. Julia has drafted response to initial letter.</p>	<p>ARLENE to try to attend as her schedule permits.</p> <p>BRENT to send responses to two concerned members.</p>

<p>7. PROFESSIONAL LEARNING COMMUNITIES</p>	<p>a. Conference 2014 Update (Janet) Janet noted that the first meeting would be held next week. There are four returning members from the 2013 committee and five to six new members. Committee includes an audiologist despite no audiology stream in the next conference. Two speakers are confirmed already. Brent noted that CAA is discussing BCASLPA's proposal for collaboration; they likely to let us know in January what they can arrange for our members.</p>	<p>BRENT to update PC/conference planning committee as able.</p>
<p>8. OPERATIONAL</p>	<p>a. Policy V.20 Finance - May Month Baskets (Julia) Julia noted necessity of updating policy regarding previously-approved increase in amount provided for May Month baskets.</p>	<p>JULIA moved to change policy V.20 to reflect increase from \$100 to \$150. Seconded by JEANETTE. Carried.</p>
<p>9. OTHER BUSINESS</p>	<p>a. Next Meeting - Jan 10 (dinner starting 18:00) and Jan 11 (starting 8:00) at Sutton Place Hotel in Vancouver</p> <p>b. Christmas Gift / Bonus for Janet</p> <p>c. PC members noted a number of policies which need to be reviewed. New member kits and other documents are also likely to require updating with new website details.</p>	<p>JANET to provide PC with necessary documentation prior to meeting.</p> <p>MELANIE moved to approve \$500 bonus for Janet. LIZ seconded. Carried.</p> <p>JANET to include review of governance documents in January agenda.</p>
<p>10. ADJOURNMENT</p>		<p>Meeting adjourned at 19:35.</p>