



Date: Sunday, October 23, 2016
Time: 8:00 am to 12:00 pm Noon
Location: Waterford Room, Hilton Metrotown Burnaby

PC Members					
P	Kate Chase, President	P	Shelley Doerksen, Dir. Prof Education	P	Rachel Kennedy, GVRD Rep
P	Sherri Zelazny, Vice-President	A	Megan McKay, Director PP SLP		Fraser Valley Rep (Vacant)
P	Camille Traverse, Treasurer	A	Charmaine Francis, Dir. Early Intervention	P	Lisa Tremblay, Kootenays Rep
P	Nathan Hoffart, Past Pres.	P	Tassani Hoskyn, Dir. SLP Adult	P	Megan Young, North Rep
P	Susan Edwards, Secretary	P	Pam Waterhouse, Dir. Schools	P	Michelle Bunney, Thompson/Ok
P	Janet Campbell, Operations Manager	P	Rahim Ghanbari, Dir, AUD Private	P	Tracy Larson, Islands Rep
P	Becca Yu, Dir. Public Ed	P	Andrea Bull, Dir, AUD Public		Director Social Media (New Position Vacant)
P	Alannah Turner, UBC Student Rep.				

I Open Meeting	
1. Call to Order	Kate Chase called meeting to order at: 8:25 am
2. Welcome/Intro from the Chair	PC introductions PC has authors, knitters, cyclists, mountain bikers, boxers, rappers, actors, surfers, skateboarders and many more talents this year!
3. Approval of Agenda: Additions to Agenda?	Advocacy Report Motion: Camille Traverse, Seconded by Nathan Hoffart, carried
4. Approval of Minutes	Minutes of September 13, 2016 Motion: Camille Traverse, Seconded by Sherri Zelazny, carried
5. Approval of Consent Agenda?	None at this meeting.
	PC Reports Submitted: None at this meeting.

II	Agenda Item/Topic	Discussion <small>Decision, Info, Discussion</small>	Action
6. Orientation	a) Bylaws and Policies	Circulate organizational structure	Janet
	b) Position Descriptions	Thumb drive with organizational policies and <i>Call to Order</i> book was provided to all new members. Nathan gave an overview of the organizational structure; Sherri introduced Zoe Graham's Social Media Role, particularly in the area of written info to be released to the public; Kate clarified the role of BCASLPA re: advocacy	New PC members to read position descriptions. Orientation meeting Nov. 8 7-8pm
	c) Responsibilities – reporting	Reports important to submit prior to each PC meeting. Reports are the only way for members to know the extensive work done outside of quarterly PC meetings. Report on committee work, communication with members in your area, informal advocacy in your workplace, etc. Attendance at meetings, participation in committee meetings and reporting are part of each PC member's role and connected to PC benefits.	PC -write quarterly reports and submit prior to attendance at meetings (Janet sends out forms and reminders)
7. Dates of Upcoming Meetings	a) Teleconference Dates	Orientation Meeting (optional) 7-8 pm Nov 8, 2016 PC Teleconference 7-9 pm December 6, 2016 PC Teleconference 7-9 pm March 7, 2017; June 6, 2017; September 12, 2017 BCASLPA Conference October 20-21, 2017; PC Meeting October 22, 2017	PC
	b) Strategic Planning Face to Face (date & venue)	Granville Island Hotel Dates TBD	Janet -book hotel when dates determined
8. Operational	a) Executive Assistant Title Change and Current Duties – Recommendation from EC	Discussion around Janet's role and position revealed that her duties have increased tremendously since she was hired in 2006. PC agreed that "Operations Manager" was a more descriptive job title for the work that Janet now does for BCASLPA. Motion to change title from "Executive Assistant" to "Operations Manager" (Nathan Hoffart); Seconded by Becca Yu. Carried.	Kate and Camille Compensation review
	b) Rebranding Visioning: Click to Complete this Survey	1. Words to describe the organization: Medical , health, nurture, quality of life, service. Educational , advocate, competency, pro-d; Collegial , collaboration, social, network, mentor; Professional , experts, knowledgeable; Public focus , service, birth-to-end of life/lifespan.	All Provincial Council Members Rebranding Survey is due November 7, 2016

		<ol style="list-style-type: none"> 2. Audience/organization is for members and public. Brand is more public-oriented. 3. Members can see organization as a resource that can be accessed for assistance. Role of the organization is to help the public understand our roles and what SLPs and Audiologists are all about. 	Janet-scan notes and send to Zoe
8. Operational (cont.)	c) Find a Professional Search on Website	Camille informed PC about the Find a Professional feature on the website. Kate thanked Camille for work on PP web link on behalf of all members.	
	d) Signing Authority Info	Kate Chase (President), Sherri Zelazny (Vice President), Susan Edwards (Secretary), Janet Campbell (Operations Manager) are signors	
9. Dysphagia Issues	a) Advanced competency, pediatrics, etc.	Discussion tabled to next meeting.	Janet-agenda item for next meeting
10. Public Education	a) Advocacy Report	<ol style="list-style-type: none"> 1. May month has been the focus of the advocacy committee for many years. A move towards a more distributed campaign consisting of up to 6 campaigns including May Month. Committee agreed to 3 campaigns, including May month. 2. Data and statistics requested for members to educate employers about our roles and services. Dorothy Ng has collated audiology data. Advocacy has contracted a student. 3. Member-initiated advocacy groups are important. Include Vancouver Island members advocating for Birth-3 services, Pediatric dysphagia services, and Hearing Aid Funding, Extended Care SLP services 4. Lois Turner alerted council to the upcoming federal Canadians with Disabilities Act process. <ol style="list-style-type: none"> a) Survey (BCASLPA members can complete, send it out to other associations and their members (e.g., Alzheimer's Society, Brain Injury Association, ACT, etc.) b) Public Consultations: Minister for Sport and Disability Carla Qualtrough is leading the process with meetings Nov 7th Victoria; November 26th Vancouver attend, bring clients, PC representations 	<ol style="list-style-type: none"> a. Janet/Sherri Send out survey link b. Becca poster c. All PC fill out at minimum the communication sections; try to attend public consultations, and encourage colleagues to bring clients
11. Learning Community	a) 2017 Conference Update	BCASLPA October 20-21, 2017 60 th Anniversary Celebration Co-chairs Nicole Hewamudalige and Susan Edwards (temporary, until an Audiologist co-chair is appointed). Susan requested Audiology members on PC be involved in the planning, especially on the speaker sub-committee	Susan -invite Rahim & Andrea to speaker sub-committee

	a) Conferences every other year	<p>Recommendation: conference every two years</p> <p>Discussion-Main arguments for bi-annual conferences included time commitment to organize, cost, apparent downward trend in attendance. Main reasons for annual conferences included AGM quorum, face-to-face meetings yearly where casual conversations are catalysts for projects, continuity</p> <p>Suggestions: Rolling committees so that the following year is always being planned two years in advance, using the BCASLPA conference planning manual to guide chair, publishing conference program early in the year to help members plan pro-d budgets, reducing the “luxury” factor in conferences and focusing on speaker fees. Janet’s job description as Operations Manager includes conference planning.</p>	Janet -Add conference discussion to Strategic Planning Day meeting
12. Other business	<p>a) Vibrations</p> <p>b) Aboriginal rep. on PC</p>	<p>Nathan motioned that Vibrations Editor receive a standing invitation to conference calls. Shelly seconded. Discussion: Sets a protocol for attendance if Editor changes. PC council members could submit reports to Vibrations.</p> <p>Carried</p> <p>Interest group forming around services for aboriginal communities. Strategic planning agenda item.</p>	<p>Janet-invitation to Vibrations Editor to PC meetings</p> <p>EC/Janet-add Aboriginal Representation discussion to next EC meeting agenda; Strategic Plan Day</p>
13.	Adjourn 11:58	Motion to adjourn Sherri; Seconded Tracy	