

Minutes
CAOT-BC Advisory Committee Meeting
April 9, 2018: 400pm-530pm (Pacific)

Attendance: Emma Smith, Gabrielle Trepanier, Laura Bulk, Allison Patterson, Meredith Blinkhorn, Giovanna Boniface, Anica Villamayor, Sarah Charles, Carlyn Derksen, Les Smith, Carly Greczmiel, Flora To-Miles, Sharon Campbell
Regrets from Andrea McNiel

1. Welcome

The meeting was called to order at 16:03

2. Approval of the Minutes (February 5, 2018)

Moved by Alison Patterson, seconded by Les Smith. None opposed.

3. Advisory Committee 2018 CAOT Poster and Survey

Review survey results

- Survey results sent out via outlook
- Catherine and Alana (UBC Fieldwork students with CAOT-BC) put together report
- Themes
 - Strong geographic, practice-area, academic presence
 - Members would benefit from further clarification of expectations and increased clarity when setting goals
 - Committee orientation benefit from clarification and review
 - Members would like to evaluate and improve how committee functions
 - AC comprised of passionate and motivated team members
- Sub committee will be making a poster with this information

Discussion

- Survey validated the work Sarah and Giovanna have accomplished to date.. Orientation for AC and creation of reference manual are in process. Will strengthen this with new advisory committee.
 - What will be available for new term:
 - Reference manual, specific orientation webinar at beginning of term, in person meeting at start of the term.

- Webinar will be sharing how we orient everyone to CAOT, some of the historical reference points so everyone starts at same place. In person dates (first one was 2-4 years ago) will become an annual event.
- Once final drafts are ready to go they can go to AC for review and comment.
- First draft of manual is ready to go out to AC committee. Orientation process and individual goal setting process still needs to be developed, won't be ready until Summer.
- AC committee believes it's a great report and great reference.
- AC committee is a path to build leadership capacity, CAOT-BC would like to expand how AC is advertised and outline clear expectations of what members can get out of it.
- Is there an advocacy model that we are using?
 - There is a model, it was recently put on paper. Will be published this summer in an article.
- Coaching skills, is this something that has been looked at as a session for us?
 - Helen is going to provide a half day coaching workshop that will be in person. AC members are welcomed to join that. Part of CAOT-BCNetworking and Education Day. Finalizing the details for that.
- Abstract:
 - Goal of the abstract was to get a conversation going, not just among this group but among national OT community. Wanted to address a possible model/s or framework for leadership that we might use to enhance our effectiveness
 - Have a team to review and analyze data and decide how to move forward with those recommendations.
 - § Flora, Gabbie, Sarah, Giovanna
 - ACTION: Laura will send out poster to everyone and organize separate meeting with subcommittee to get information together.
 - ACTION: Giovanna and Sarah to get orientation draft for AC for comment and review

4. Research and Education Grant – Diana Mah-Jones Memorial Grant for Innovation

Review and finalize Documents reviewed and finalized.

- Grant Goes into effect 2019.
- Announcement at CAOT 2018
- Will announce at conference, unsure where in the program
- ACTION: Giovanna to ensure Diana's family is aware this grant is in place after process has been finalized.
- AC is interested in supporting announcing the grant.
- ACTION: Giovanna and Sarah to discuss with family what their interest is in involvement with the grant announcement, either CAOT conference or when the grant is presented in Oct 2019.
- If people apply for this do they get an income tax receipt?
Unsure – up to the individual when doing taxes to declare it
- ACTION: Sarah and Giovanna to move forward with finalize the documents. Will fill in with details as they become available

5. HMEDA White Paper Updates

- The most significant changes that our group made were focused on inclusion of evidence.
- Areas CAOT-BC added were best practice for equipment prescription
- Now at version 10, HMEDA is at the end of their feedback and stakeholder consultation process.
- One more opportunity for AC offer feedback.
- ACTION: Sarah to make google doc will be to offer feedback 7-10 day turn around

6. ICBC Update

- Encourage anyone who is interested in what these changes look like to listen to the archive.
(<https://attendee.gotowebinar.com/register/6208029956526227713>)
- 1 hour session with senior management with ICBC and executive director at attorney general office. It was a robust and in-depth session, good feedback from OTs that their questions were being answered
- The medical and rehabilitation benefits and how health care professionals work with ICBC is changing.
- Change in culture at ICBC, focus has shifted to recovery of injured drivers. OT still has strong presence and role at ICBC.
- Sarah and Gio have been meeting with ICBC once every two weeks, with two key meetings coming up. Those conversations will focus on OT role and scope, reporting and documentation requirements, education on BC and Canadian OT rates.

- Sarah, Giovanna, and PPBN have been preparing reference documents to go into these meetings to provide supplementary information.
- Andrea Boden from COTBC will be attending the upcoming meetings
- Reference Documents:
 - [Briefing Note](#) (do not circulate)
 - [OT Report Required Items](#) (do not circulate)
 - [BC OT Rate Summary](#)
 - [Canadian OT Rate Summary](#)

7. Roundtable

- Emma:
 - Wrote CAOT-BC blog post about the time spent in Ireland with the WHO and GATE project.
 - Paper that was written two years ago about funding for wheelchairs and associated equipment in Canada has been published and is available in most recent CJOT journal.
- Alison
 - Attended ISS last month.
 - Looking forward to Day at the Legislature in May.
- Anica:
 - On last placement in Philippines
 - Preparing for CAOT Conference
 - Planning CAOTBC and COTBC for class registration after graduation
 - OT student society is planning a rehabilitation fair in collaboration with PT student society in June. Will ask CAOT-BC to attend.
- Gabby:
 - Getting out of blur from first two months of parenthood.
- Carly:
 - Returned from placement a month ago
 - Organized OT professional development committee conference “beauty of holistic practice”
 - Cohort is in final push to finish final capstone project
- Sarah:

- Looking for BC representative for CAOT Addressing Suicide in OT Practice Network.
- Let Sarah know if you or anyone you know is interested in becoming the representative for BC
- Time commitment is 1 hour teleconference every two months, plus additional projects as available.
- Les:
 - Encouraging everyone to sign up for the conference
 - National board will be taking a look at number of things at conference, like CAOT codes of ethics, Les will be chairing this board of the group.
- Caryln:
 - MOT1 are finishing up term 2
 - Got research projects topics so exciting about those
 - Go out on placement May 7 for Level 2 placement.
- Gio:
 - Day at the Legislature is May 7. Ministry of Health is helping to organize the day and help from the PACE group. Currently there are 12 OTs signed up to attend.
 - 5 MLAs have RSVP'd, please send invites to your MLAs
- Flora:
 - Successfully defended thesis proposal
 - OTNow is recruiting for new topic editor, if you know anyone who is interested send Flora their information or let them know.
 - § Specifically for few different topics, can be flexible
 - Pediatrics
 - Adults
 - Sense of doing (Occupational science)
 - Historical
 - CJOT

- Deadline to apply is end of June, spread the word!
- Laura:
 - Attended CAOT national AGM with Anica and Flora,
 - Encourage people to do that next year
 - Position opened in BC in vision rehab clinic
 - UBC MOT2 Capstone conference July 23
 - Excited about new MOT1 research students
 - Still working in private practice
- Sharon
 - Increased staffing in interior health, there will be new FTEs 1.6 up to 2 and extra RA for weekends.

8. Other Business

Advisory Committee 2018-2020

- Opening up nominations again for another two year term
- Recruitment coming up shortly via usual channels (blog, newsletter)
- Will be relying on word of mouth
- If you know someone who would be interested let Giovanna and Sarah know

Conference 2018

- AC Meeting Thursday June 21 12 – 1 pm, meet the AC, Junior Ballroom D
 - All meeting rooms are under the Lunch Networking App
- Have many volunteers, students can email Kathy Elissat or Gabbie to see if there are still volunteering opportunities or not.
- Everyone who has registered will have browsed conference website. Let Gabbie know if you think there is something missing from BC or Vancouver perspective.
- Laura sent calendar invite for AC meeting

9. Meeting schedule

(4:00-5:30pm by GoToMeeting/teleconference)

June 11, 2018