

Meeting Minutes
2011 Annual General Meeting of the
Alberta College of Medical Diagnostic and Therapeutic Technologists
Edmonton Marriott at River Cree Resort
Edmonton, Alberta
Saturday, April 16, 2011

1. Call to Order

President Buehler called the 2011 Annual General Meeting of the Alberta College of Medical Diagnostic and Therapeutic Technologists to order at 7:35 a.m.

1.1 Welcome and Introduction of Special Guests and Members of Council.

President Buehler introduced the members of Council, who were present, as well as the CEO/Registrar:

David Buehler, MRT(T), President
Cindy Humphries, MRT(R), Vice-President
Valerie Cambridge, ENP, Council Member
Ignacio Casupang, MRT(R), Council Member
Jeff Christenson, MRT(R), Council Member
Kevin Kelley, MRT(MR), MRT(NM), Council Member
Lynda Napen, MRT(NM), Council Member
Wendy Read, MRT(T), Council Member
Wendy Martin-Gutjahr, MRT(R), CAMRT Alberta Director
Omkar Channan, Public Member
Cathy Rakchaev, Public Member
David Rolfe, Public Member
Kathy Hilsenteger, CEO/Registrar

President Buehler introduced the following guests:

Mr. Tom Gee, CA, ACMDTT Auditor
Mr. Chuck Shields, CEO of the CAMRT
Ms. Margaret Ethier, Parliamentarian
Ms. Elaine Dever, Director of Education, CAMRT

2. **Credentials Report – Quorum**

As there were more than 25 voting members present at the beginning of the meeting, indicating quorum, the President declared that the meeting was duly and properly constituted for the transaction of business.

There being no objection, the standing rules were approved as presented.

3. **Adoption of Rules of Order**

Motion by General Consent: The Rules of Order are adopted as presented.

4. **Adoption of Agenda**

Motion by General Consent: The agenda is adopted as presented.

5. **Reading and Approval of the Minutes of the Last Meeting**

The minutes of the May 1, 2010 AGM were made available to the membership on the website as well as at the meeting.

Motion by General Consent: The minutes are approved.

6. **Reports from Officers**

6.1 President and CEO/Registrar Report

President Buehler gave a brief overview of the College's initiatives and activities in 2010.

K. Hilsenteger directed the members to the President and CEO/Registrar report provided on pages 4 and 5 of the 2010 Annual Report and gave an overview of the following:

- A major project was initiated in 2010 to undertake a comprehensive review and re-validation of the entry-to-practice competency profiles. This project has given the ACMDTT the opportunity to gain awareness of the emerging trends as we continue our role in establishing and maintaining standards for competent ethical practitioners in the province of Alberta.
- Agreement on Internal Trade (AIT) has drawn attention to the establishment of a consistent approach to assessment of Internationally Educated Medical Radiation Technologists (IEMRT's) across Canada. The project objectives are to develop a fair,

coherent, and reliable national standard for assessment of IEMRT's credentials, to be used by all parties that are conducting assessment for IEMRT's for access to certification examinations in Canada. The project is expected to conclude in 2011.

- **Regulatory Alliance:** An MRT regulatory alliance was formed to facilitate sharing of information and building consensus on national regulatory issues regarding medical imaging and radiation therapy (medical radiation technology) in order to assist member organizations in fulfilling their mandate of protecting the public.
- **Advanced Practice:** The ACMDTT has been involved in a national working group to plan an Advanced Practice Symposium. The objectives were to obtain key stakeholder consensus on the development of an advanced practice framework for MRT's, obtain key stakeholder consensus on a high level working definition of advanced practice and to gather information from participants that would further the development of an advanced practice framework for MRT's.
- **Program approval:** The ACMDTT has determined the British Columbia Institute of Technology (BCIT) program for training of Electroencephalography Technologists meets the criteria for full approval.
- An additional membership service project to develop 2 new educational courses for members was initiated this year. Course content development has been completed with an expected release in an on-line format in 2011.

6.2 Complaints Director

K. Hilsenteger directed the members to the CEO report provided on page 11 of the 2010 Annual Report. She indicated that in 2010, there have been two new complaints, one dismissal, one hearing, and one complaint carried over from 2009.

7. New Business

7.1 Presentation of the audit report on the Financial Statements for the year ended September 30, 2010.

The audited financial statements for the year ended September 30, 2010, were provided in the 2010 Annual Report. A presentation of the statement was provided by the ACMDTT auditor, Tom Gee, CA. He gave a detailed review on the College's financial position stating that the College's financial condition is very strong.

There was no further discussion or questions coming out of the presentation or the written report.

Motion by Lynda Napen, of Grande Prairie: that the audit report on the financial statements for the year ended September 30, 2010 as just read, be adopted.

Seconded

Motion Carried

7.2 Appointment of Auditor for the year ending September 30, 2011

Motion by Valerie Cambridge, of Chestermere: that Mr. Tom Gee, CA, be appointed the auditor of the College for the year ending September 30, 2011.

Seconded

Motion Carried

7.3 Presentation of the Budget for the Fiscal Year commencing October 1, 2011.

K. Hilsentger presented the budget for the fiscal year commencing October 1, 2011. She mentioned that there was a deficit budget for 2010 and that professional conduct fees have increased due to complaints going to hearings and appeals. The ACMDTT is now on a 10 year lease so it is easier to estimate the lease costs. A fee increase to \$440 has been approved by Council effective January 1, 2012.

7.4 Announcement of Election Results for Council

Rhea Garraway, the Nomination Chair, explained that voting for Council positions was done online this year and the polls closed on April 9, 2011. She named the candidates who had put their names forward for nomination: David Buehler, Jeff Christenson, Valerie Cambridge, Silvia Kozlik, and Bonnie Walton.

Rhea Garraway made the following declaration for Council positions:

I declare David Buehler elected as a member of Council for a three year term.

I declare Jeff Christenson elected as a member of Council for a three year term.

I declare Valerie Cambridge elected as a member of Council for a three year term.

It was announced that Cindy Humphries will move to the President role effective July 1, 2011 and Valerie Cambridge was elected as Vice-President effective July 1, 2011.

8. Any other Business

There was no other business.

9. CAMRT Business

9.1 CAMRT Director's Report

W. Martin-Gutjahr, the Alberta Director to the CAMRT, presented her report on the re-branding initiative as well as the CAMRT strategic plan.

There were no questions or comments.

9.2 Presentation of CAMRT Motions for By-law amendments

Chuck Shields, CEO of the CAMRT, spoke on the proposed amendments to the CAMRT bylaws.

11. Adjournment

President Buehler thanked all conference attendees for their attendance, and active participation with the AGM.

The meeting was adjourned at 8:35 p.m.

Signatures:

President/Chair _____

Secretary _____