

Agenda
BCVTA Annual General Meeting
Friday, April 14, 2023 12:00pm
Kamloops, BC and Zoom

Call to order - 12:03

Bylaw 4.5 states that a quorum at a general meeting is at least 50 voting members in good standing on the date of the general meeting.

With 70 members in attendance in person, and 22 attending virtually, we officially have quorum.

Quorum confirmed

1. Board Introductions - board introduced by the current president

Member volunteers to confirm voting totals in event of a conflict or recount: Kim Bailey and Wendy Stankevich

2. Accept Minutes of October 2022 General Meeting

Motion: Ashley Henze

Second: Danielle Barbeau

Motion to approve the previous meeting minutes carried

3. Approval of Agenda

Motion: Kelly Dilday

Second: Heather Kornelson

Motion to approve today's planned agenda carried

5. Greetings:

- a. CVBC Registrar - greeting from the deputy registrar, Dr Megan Bergman
- b. RVTTC - video greetings from RVTTC President, Cera Youngson
- c. ABVTA - video greetings from the ABVTA President, Darryl Haugen
- d. ATSAQ - video greetings from the ATSAQ President, Francis Rousseau

6. Reports:

- a. **President**

The BCVTA Board of Directors has worked hard and accomplished a lot in the last year. After strategic planning, the Board assembled several committees including the Governance Committee, Awards Working Group, and the Conference Planning Committee. These committees and working groups are in addition to the standing Complaints Committee and Inquiry Panel.

The Governance Committee: Amanda Barker, Kalaya Donchi and Alejandro Vargas, have been reviewing our policies and bylaws and making recommendations for amendments to strengthen the organization's governance practices. Policy work is not for everyone, so we are very glad to have this team to make it a productive and efficient process.

The Awards Working Group is made up of Leanne Hillis-Schmidt, Lisa Reinboldt, Ashley Hansen, and Carly Britch. This group reviewed the current awards and bursaries and recommended updates to the Board of Directors. New awards were created and once the nominations were received, this team had the fun task of voting on the winning nominations which will be announced at tonight's dinner.

The Conference Planning Working Group dedicated their focus to working with the Executive Director to plan this event for everyone. Thank you to Marina John, Lindsay Ramage, Wendy Stankovich, Monica Thomas, Tracy Heyland, Antonia Laoutaris, and Brienne Fudge for your valuable input! The next working group will be assembled in the fall for the 2024 conference, so if you are interested in helping out, please contact Amber by email.

In 2022, the Complaints Committee spent a good deal of time creating the Complaints Process and making sure the structure is in place to receive and manage complaints in an efficient and sensitive manner. Since then this committee has received a preliminary complaint that the complainant decided not to follow through on, and a second complaint that will likely proceed. Daniel Harvey, Susanne Destobel, and (myself) Gabrielle Beer continue to examine the process to ensure that it considers the Complainant, the Respondent, the patient and public safety.

In addition to the committee work, the Board has continued to work toward regulation. We will hear from Amanda Barker, our CVBC Liaison on how that is going later today. At this time, our lawyers are reviewing the progress that was made on the process the last time around, and updating the draft bylaws to continue moving this forward.

Additional initiatives that we are working on are financial forecasting and planning, continuing education opportunities, public outreach and awareness campaigns, and advocating for RVTs.

There are a couple of policy changes that you need to be aware of for the coming year. The first, is that we have increased the annual CE requirement from 10 credits to 15 credits every year. This change is in line with the requirements for continuing education in other Provinces and for veterinarians in BC.

The Board has also elected to update the Sustained Membership category. The new membership category will be Non-Practicing Member. This category will now allow members to remain on leave for up to 5 years and can be renewed 4 times. Non-practicing members will pay a renewal fee of 50% of the RVT membership, starting with the May 1, 2024 - April 30, 2025 year.

Members in this category will not be required to submit CE during their leave, however they will be required to submit the annual amount of credits per year on leave, prior to return, to a maximum of 75 credits. They will not be required to rewrite the VTNE upon return.

The Governance Committee and the Board of Directors believe that the VTNE is an important step in the process to become a registered member of the association, but that attending current continuing education activities is a more appropriate step to reinstating membership after a period of leave.

There have been additional changes to the Board of Director positions.

First off, we would like to acknowledge Christa Charbonneau's resignation as President. Due to unforeseen circumstances, Christa made the difficult decision to resign as President after a year of service. The board would like to sincerely thank Christa for her contributions and hard work, not only during her time as President, but also the years she spent on the board.

In her absence, I have changed titles from Vice President to President and am looking forward to continuing to work with a group that brings a unique wealth of knowledge to the table.

At this time, the Board is productive and working well as a team. We have a lot of work ahead of us, but we are ready for it and look forward to the coming year!

b. Executive Director

I would like to start off by saying thank you to all of you that have attended this meeting today, and to those members that couldn't make it as well. You should feel proud to be part of an organization whose members act

with respect and kindness. I receive ongoing communications with many of you and even when you are communicating anger, frustration, stress, or worry, you have done so respectfully. Your comments and feedback have allowed me to get to know you and what you need and I hope that it will make it easier to support you in the future.

With that, I want to highlight some important points about communication from the association. The best way to ensure that all members receive important communications regarding membership, events, and industry news is through email. You have likely noticed a significant increase in emails recently, as reminders for membership renewals and conference registration have been sent out. I do my best to limit email communications to only those absolutely necessary. You will receive a bimonthly newsletter during odd months. Those include important news, member benefits, and upcoming CE opportunities. Again, I try to keep it short and sweet. Many of the documents will be available on the website under About Us and News.

For multiple reasons, we are now required to have an email address with a proper domain, so in the coming month, email communications will come from and can be sent to me at executivedirector@bcvta.com. Some of you are already doing so. The bcvtaboard@gmail.com email will continue to be monitored, but it will be phased out eventually. You can find the new email address on the website. I update the Upcoming CE Opportunities and Ongoing CE pages of the website regularly, so continue to check there. I have also had a chance to update the Wellness Links page with important resources for you, should you need them.

We have continued to work with our marketing team, Vanessa and Jasmine at Sticks Marketing, to develop content for our social media channels. This content is designed to reach RVTs and the public, with the goal of public awareness on Instagram and Facebook. Both pages are monitored and I try to reply to any messages in a timely manner. For those that haven't joined yet, there is a Member's only Facebook page for you to share information and support each other, BCVTA Member Support.

Another area I have spent some time on this year is increasing the member benefits and discounts that you can access. We have been able to get discounts on cell phone plans with Bell, Vessi shoes, Better Help virtual counseling, and Soft Moc. You can find information about these, and additional benefits that you have access to through the RVTTC in the member portal, under Member Benefits. I plan to continue to add to these offers, so let me know if there are any that you would be interested in.

These items are a small part of the work that we are doing to support you in your careers. I would like to thank Denise Hitt for her help over the past few months. Denise has continued to be available for me to ask questions and get help to make sure that things run smoothly. I would also like to thank the members of the Board of Directors for trusting me with this work.

I love non-profit work and I am grateful for the opportunity to work for the BCVTA.

If you have any questions, please come find me at the Trade Show, or you can email me!

c. Treasurer

The budget for the 2022-2023 fiscal year had projected a surplus of just over \$16,000. As we approach April 30, the fiscal year end, we now predict a slightly higher surplus which we will report at that time. We anticipate increased costs for this Spring Conference due to the cost of inflation for airfare, travel, accommodations, and catering. Any surplus accumulated at the end of the year will be allocated to legal fees and expenses associated with the regulation process and advocacy efforts.

As of March 30, 2023

Revenue: \$ 234,500.39

Expenses: \$116, 436.11

Total Rev-expenses: \$118,064. 28

Chequing (operating): \$137,994.88

Savings: \$261,206.24

Overall budget for 2023-24

The Board has just approved the proposed budget for 2023-2024. There will be a few changes to the budget from the current year. Membership fees and Job Board posting fees will increase by 2% to adjust for inflation. This increase in revenue will be allocated to increased costs for membership support through association initiatives, professional fees for consultants and lawyers during the regulation process, increased advocacy efforts, public awareness campaigns, increased recognition awards and bursaries, and more.

Revenue: \$244,220.00

Expenses: \$232, 580.00

Total Rev-Exp: \$11,640.00

Motion Tracey Heyland

Shay Wangler
Motion to approve the 2023 treasurer's report: carried

7. RVTTC Update

Welcome Penny Steffen, RVT, of Alberta, who has recently accepted the role of Vice-President of the Board of Directors. She joins Tinille McKenzie-Wyatt of BCVTA who is currently in the role of Financial Officer and Cally Merritt who is President and Cera Youngson our executive director

New Strategic Direction

The RVTTC Board is in a period of renewal and transformation and has been busy developing a new mission, vision, to align with our value proposition statement developed in 2021. The board was able to meet in person for our Annual General Meeting and strategic planning sessions in July where we announced our new mission and vision:

MISSION: Uniting, Advancing and Strengthening the Registered Veterinary Technologist and Technician profession across Canada through leadership and advocacy to promote excellence in animal healthcare.

VISION: A national leader in elevating and expanding the Registered Veterinary Technologist and Technician profession.

We then developed a new Strategic Plan built upon these foundational statements. We were able to present a draft to our provincial association members at a Town Hall meeting in September, and announce the pillars publicly during RVT month in October. The Strategic Plan includes the following six pillars:

RVT Supply: Increase the number of successful veterinary technicians/technologists (VT) program graduates entering the profession across Canada.

Data and Information: Build compelling, data-driven reports to advocate for the profession and influence decisions at provincial and organizational levels.

Workforce: Identify, build awareness of and reduce barriers affecting RVT profession in Canada.

Professional Resources: Develop foundational professional resources to advance and strengthen the RVT profession and engagement of RVTs in practice/clinic/industry.

Organization and Association: Transition to a trade association model focused on the needs and support of its provincial associations and their drive to unite, advance and strengthen the RVT profession.

Communication: Expanding and improving internal and external communication to build unity with RVTTC members and build profile with stakeholders.

RVT Month

Last October, we celebrated RVT Month as a national initiative for the sixth year. We held an open call for steering committee volunteers and had RVTs from across Canada lead the direction of the campaign. Our annual theme was “Power Your Own Career” showcasing the many fields of veterinary medicine that RVTs may pursue. Our social media campaign saw our reach expand during the month with our hashtags #ProudlyRVT and #RVTMonth, particularly during National Veterinary Technician Week (celebrated in America). We partnered with UBAVET to offer a photo contest, Enter-to-Win contest, and “Go, Stay or Change” mental health webinars with Dr. Leann Benedetti, DVM. We also hosted RVT Career Navigator webinars, and partnered with CommuniVET to host a RVT Career Navigator session during their RVT PWR event. We are beginning to plan for 2023 RVT Month (which will be held in October). Calls for steering committee volunteers will open in April.

RVT Career Navigator™

After 1 year (Dec 2021-2022) the RVT Career Navigator has attracted 5,600 users, with 18,712 page views, 54,000 website events, 594 files downloaded, and 366 registered users who logged in and used the Chart Your Career tool. Additionally, social media, advertising and exhibiting efforts have reached hundreds of thousands of people.

8. CVBC Liaison Update

The last 6 months have been busy as we continue to work alongside the CVBC and Council towards the regulation of RVTs in British Columbia. Several Board members participated in the CVBC bylaw course in October and wrote the bylaw exam. This gave the Board information to begin discussions around requirements for our members regarding professionalism and ethics ahead of regulation. In November, we were invited to attend the CVBC AGM in Vancouver. It was amazing to hear the support that RVTs have from the veterinarians of BC and how excited the members of the college are to see regulation of our profession come to fruition in the hopefully near future. This was further reflected during the CVBCs strategic planning session in March that I had the pleasure of attending, where one of the priority tasks in Pillar 4 is to achieve regulation of RVTs through bylaw revision. We continue to work alongside the college, governance Committee, and with the guidance of our legal counsel on proposals for revising bylaws to ensure a fair partnership between our associations and a scope of

practice for RVTs that fully utilizes our vast skill set and knowledge base. The importance of having a voice at the table and speaking on behalf of RVTs is not something I take lightly, and although this role has kept me busy this year, being the representative between the college and our association has been a privilege.

9. Bylaw Amendments

In accordance with Bylaw 3.5, Notice of a General Meeting, notice of the AGM and text of every Special Resolution, including proposed bylaw amendments was provided to active members of the BCVTA on February 27, 2023 which is not less than 45 days and not more than 60 days prior to this meeting.

- a. Bylaw 2.3 (d) Non-resident RVT is a person who:
- i. Holds all of the qualifications of an Active member other than being a member in good standing with his or her governing regulatory body; and
 - ii. Does not ordinarily reside in a Canadian province or territory not having a governing body.

Rationale: the non-resident membership category was created to provide support for members living in Canadian provinces and territories without a governing body. With the increase in locum opportunities and telemedicine, it is now appropriate to amend this category of membership to include members from provinces and territories that do have governing bodies that may have different legislation and regulations than BC.

Policy 9.4 Non-Resident Members shall:

- Be non-voting members and ineligible to hold office
- Pay membership dues
- Adhere to the Constitution, Bylaws, Code of Ethics, and Standard of Practice of the Association

Proposed amendment:

Bylaw 2.3 (d) Non-resident RVT is a person who:

- i. Holds all of the qualifications of an Active member
- ii. Does not reside in British Columbia

Motion: Amanda Barker

Second: Ashley Obrah

Discussion: Questions regarding full membership - so they are able to hold office and be full voting members/ do they meet the same

requirements/ non residence member holding influence on the board that may push not BC agendas/ is it possible to restrict member from holding office - can send back to governance

Motion is defeated - will go back to the governance committee for revision

Bylaw: 3.1 Time and Place of General Meetings

General meetings of the Society will be held at least twice in every calendar year and at such time and place, in accordance with the Act, as the Board decides.

Rationale: Following strategic planning in November 2022, it was recommended that the BCVTA reduce the number of General meetings of the members from two meetings to one. The Association will continue to offer two opportunities for continuing education and opportunities for members to provide feedback and input through the remaining annual general meeting, committee work, email, and newsletters.

Proposed amendment:

Bylaw 3.1 Time and Place of General Meetings

General meetings of the Society will be held at least twice once in every calendar year and at such time and place, in accordance with the Act, as the Board decides

Motion: Amanda Barker
Second: Brandi Lenkowski

Discussion - plan to continue to have the AGM at the spring conference/ question as to why have one instead of 2 - was recommended by the society and good governance as well as it cost saving.

Motion carried

- 10. Board of Director Elections**
Renewal for current board members, Gabrielle Beer (moving into president

position) Marina John, Amanda Barker (CVBC Liaison).

Motion to renew the terms for the current Board member positions

Motion: Tracey Heyland

Second: Jennifer Rabie

Carried

Nominations for new members to the Board of Directors

Karli Britch - nominated for election to the board via email.

Motion to approve the election of Karli Britch to the Board of Directors

Motion: Michelle Orchard

Second: Trina Lake

Carrier

No nominees for the floor

Will have an opening for the RVTTC liaison position that the Board of Directors will vote to fill from existing members.

Call for additional discussion or questions. Members are reminded that they can come talk to the Board of Directors during the trade show, and also we are always available by email.

Motion to adjourn the 2023 Spring AGM

Adjourn - Kelly Dilday

Second: Hilary Mason

Carried