



NOVA SCOTIA
THERAPEUTIC RECREATION
ASSOCIATION

2023
ANNUAL GENERAL MEETING

FRIDAY, OCTOBER 27TH, 2023
DIGBY PINES GOLF RESORT AND SPA

VISION STATEMENT

Therapeutic Recreation is vital to the health and well-being of Nova Scotians and is accessible to all.

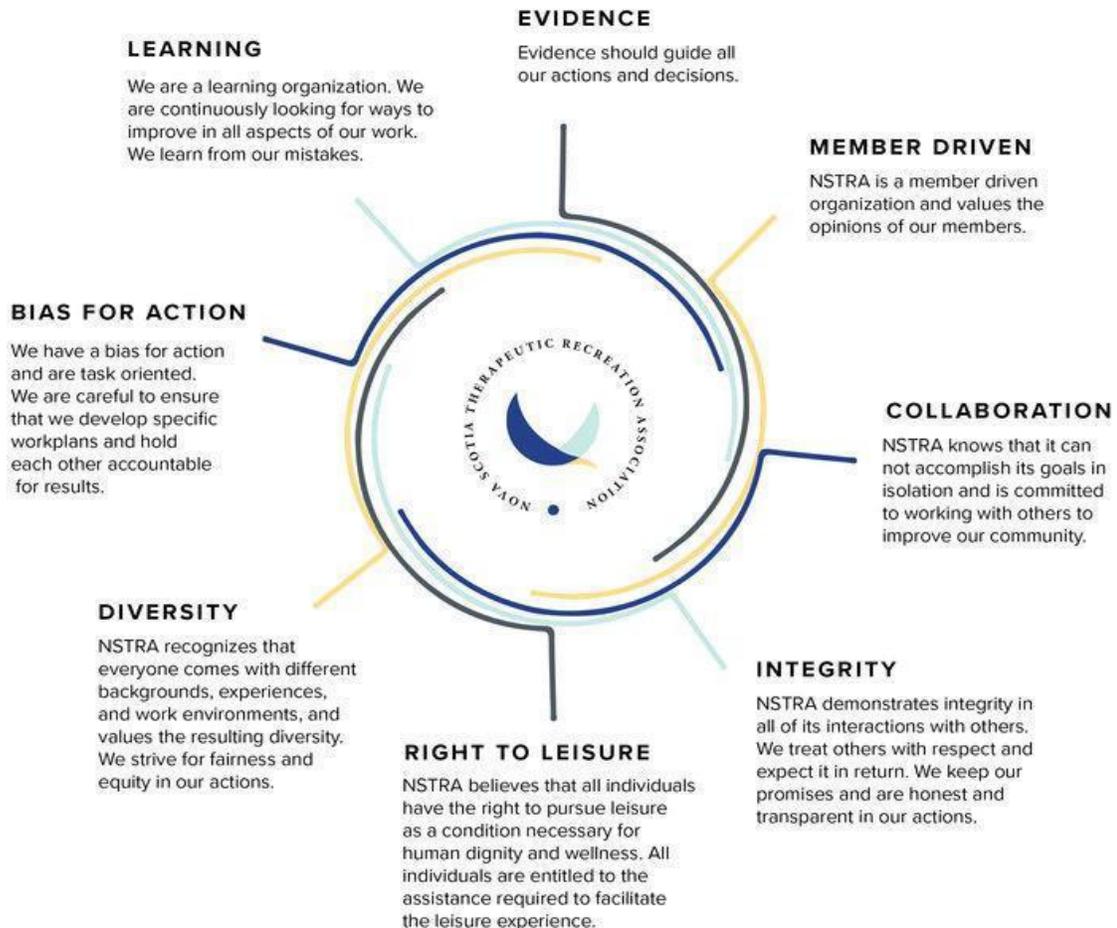
MISSION

NSTRA is the professional association for the field of therapeutic recreation in Nova Scotia. It exists as a community of recreation therapy professionals; supporting, guiding and enhancing practices for therapeutic recreation.

IN PURSUIT OF THIS NSTRA FOCUSES ON:

- Advocacy to government and other organizations;
- Education and learning;
- Building connections within and around the profession;
- Standards of service and practice.

VALUES AND BELIEFS





2022-2023 NSTRA
ANNUAL GENERAL MEETING
MINUTES
OCTOBER 5, 2022
VIA ZOOM

- 1. Call to Order.** Robin Abbass calls the meeting to order at 2:01pm following Robert's Rules of Order, by-law amendments and agenda.

Attendees: Abigail Mansvelt, Alan Caldwell, Alex LeGrow, Alicia Dobranowski, Alicia Williamson, Amy Bezeau, Amy Rizzuto, Andrea King, Andrew Ritcey, Anna Miller, Anne Parks, Ash-Leigh Sherman, Ashley Penton, Beth House, Brad MacMillan, Brandi Boutilier, Brianne Saunders, Brittany MacKeen, Brittany Weisgarber, Catherine Lubberts, Charlotte Sabeau, Charlotte Stevens-Leblanc, Chloe MacDonald, Colleen Bateman, Dana Mills, Dawn MacDonald, Deidra Brisson, Emily Wells, Emma Reid, Erica Hynes, Gary Comeau, Hannah Farrell, Heather Baker, Janice Arndt, Jennifer Kirby, Jennifer Loucks, Jerome Singleton, Jessica Reid, Jocelyn Barbier, Jordan Carvery, Jordan Xidos, Kate Jeffery, Kayla Rose, Kendra Juurlink, Kevin Stairs, Kim MacDonald, Kimberly Purcell, Lynette Stevens, Marlee MacNaughton, Max Chauvin, Melissa Bayers, Michaela Tracy, Natalie Baglole, Nicole DeYoung, Nicole Martelle, Paula Jacobs, Qi Lao, Rachel Skanes, Rebecca Hill, Rhonda Booth, Rob Grandy, Robin Abbass, Sarah Brown, Shelley Smith, Shelly Luddington, Stevie Grant, Tanisha D'Entremont, Tara Harnish, Tattiana Milner, Victoria Gagne

- 2. Approval of Agenda.** Anne Parks approves the agenda, 2nd by Jocelyn Barbier.

- 3. Minutes from previous AGM (October 5th, 2021).** Amy Rizzuto moves the minutes from the previous meeting, 2nd by Dawn MacDonald.

4. Board Reports.

- a. President. Colleen accepts the chair. Robin will read the entirety of its report. Robin moves the adoption of her report as circulated, 2nd by Dawn MacDonald. Gary Comeau asks if highlights/results are being stated from board meetings. Robin motions that any discussion/questions are held until after all is said, 2nd by Dawn MacDonald. All in favour, motion carried. Colleen passes the chair back to Colleen.
- b. Past President. Colleen moves the adoption of her report as circulated, 2nd by Alan Caldwell.
- c. President Elect. Dawn moves the adoption of her report as circulated, 2nd by Brittany MacKeen.
- d. Treasurer. Dana reads her report in its entirety including highlights. Dana acknowledges Jennifer Kirby (past Treasurer) for her patience and knowledge in handover, and gives thanks to all members, contract providers, and stakeholders. Dana shares key highlights being financial statements, membership fees being reinvested by GIC, and laptop purchased for treasures role. Dana moves the adoption of her report as circulated, 2nd by Jocelyn Barbier. Discussion around membership fees for students and financing membership for student fees. Stats show that NSCC students consistently renew membership fees after they graduate and Dalhousie students do not.
- e. Communications Director. Amy moves the adoption of her report as circulated, 2nd by Dawn MacDonald.
- f. Membership Director. Brittany moves the adoption of her report as circulated, 2nd by Beth House.
- g. Recording Officer. Alex moves the adoption of her report as circulated, 2nd by Rhonda Booth.

- h. Annapolis Valley Zone Director. Brianne Saunders moves the adoption of her report as circulated, 2nd by Colleen Bateman.
- i. Cape Breton Zone Director. Chloe moves the adoption of her report as circulated, 2nd by Brianne Saunders.
- j. Central Zone Director. Shelley moves the adoption of her report as circulated, 2nd by Alicia Dobranowski.
- k. Northeastern Zone Director. Brad moves the adoption of his report as circulated, 2nd by Rebecca Hill.
- l. South Shore Zone Director. Rebecca moves the adoption of her report as circulated, 2nd by Brad MacMillan.
- m. Southwestern Zone Director. Rachel moves the adoption of her report as circulated, 2nd by Sarah Brown.
- n. Student Directors (2). Nicole moves the adoption of her report as circulated, 2nd by Rebecca Hill. Deidre moves the adoption of her report as circulated, 2nd by Amy Rizzuto.
 - i. Robin opens the floor for discussion. All in favor, motion carried.

5. Committee Reports

- a. Colleen moves all of the committee reports (including Advocacy Committee, Diversity and Inclusion Task Force, Licensure Committee, Marketing Committee, Education Committee, and Past Presidents Council) as circulated, 2nd by Brittany MacKeen. All in favor, motion carried.

6. Election of Officers and Directors

- a. President Elect. Robin passes the chair to Colleen who will move the election of officers. Colleen must call 3 times. Jocelyn is nominated for the position of President Elect. Jocelyn accepts nomination. Colleen puts a call out for nominations from the floor x3. Jocelyn accepts the position.
- b. Recording Officer. Shelley nominates Jessica Reid. Jessica Reid lost power, but previously accepted the nomination. Colleen puts a call out for nominations from the floor x3. Jessica is now Recording Officer.
- c. Membership Director. Dawn Macdonald nominates Emma Reid. Emma accepts nomination. Colleen puts a call out for nominations from the floor x3. Emma accepts the position.
- d. Central Zone Rep. Dawn MacDonald nominates Shelley Smith. Shelley accepts nomination. Colleen puts a call out for nominations from the floor x3. Shelley accepts the position.
- e. South Shore Zone Rep. Sarah Hankinson nominates herself. Colleen puts a call out for nominations from the floor x3. Sarah Hankinson accepts the position.
- f. Cape Breton Zone Rep. Dawn MacDonald nominates Paula Jacobs. Paula accepts the nomination. Colleen puts a call out for nominations from the floor x3. Paula accepts the position.
- g. Northeastern Zone Rep. Colleen puts a call out for nominations from the floor x3. Marlee McNaughton nominates Brad MacMillan. Brad accepts the nomination. Brad accepts the position.
- h. Student Directors (2). Dalhousie Student Director position remains vacant, as the board did not have any nominees. **ACTION:** Board to recruit.
NSCC Student Director position had multiple nominees including: Ashley Padelt-Robinson, Libby MacPherson, Jacob Evans. Colleen puts a call out for nominations from the floor x3. Members to vote. Ashley Padelt-Robinson accepts the position.

7. Business arising from minutes

- a. Tabled bylaw amendment from 2021. Robin accepts chair from Colleen. Discussion regarding the tabled motion from 2021 AGM and noted that a different motion has

been reviewed. Colleen states that this bylaw should not be passed. Colleen motions that this tabled bylaw be addressed, 2nd by Andrew Ritcey. None in favor, all contrary minded, motion not carried.

8. New Business

a. Proposed Special Resolutions 2022

1. Student non-voting (exception of student positions). Newly proposed based on previous motion. Colleen Bateman motions this bylaw amendment, 2nd by Shelley Smith. Students are not currently able to vote. New bylaw states that students of NSCC can vote for NSCC Student Director positions and students of Dalhousie can vote for Dalhousie Student Director position. Discussion around clarification of the bylaw and noted that it is not clearly articulated. Questioning whether other bylaws would be affected by that, structure not changing. Heather would like to see both bylaws identified so that there is clarity. Jerry moves to table this discussion, 2nd by Heather Baker. Some in favor, some contrary minded. Andrew Ritcey motions to recess the motion until after next session, 2nd by Beth House. All in favour, motion carried. **ACTION:** Plan to recess and come back at 4:00pm. Rhonda proposes suggests amendments. Colleen's motions. Rhonda motions NSTRA makes an amendment to this motion stating that "every student member shall be entitled to one vote for each of the Student Director (namely NSCC and Dalhousie University) positions at the Annual General Meeting. These are the only votes that the Student members will cast in relation to the business of NSTRA." 2nd by Jerome Singleton. All in favor, motion carried with the amendment.
2. Special Resolution. Discussion regarding language change, bylaw was previously listed as "vice president," change to "President Elect" to align with the title of Board of Directors. Colleen motions the amendment, 2nd by Dawn MacDonald. All in favour, motion carried.
- iii. New bylaw. Dana makes the motion to move the amendment, 2nd by Nicole DeYoung. Discussion around people being members for 2 years vs. 4 years, some could be resolved with a policy from Dana. Discussion around language and finances. Colleen motions a two year membership at \$30, a three-year membership at \$45 and a 4-year membership at \$60. 2nd by Rhonda Booth. All in favour, motion carried.

9. Adjournment and next meeting.

Jerry moves adjournment at 4:39pm, 2nd by Shelley Smith. Next meeting to be determined via email.

Shelley announced that NSTRA's 2022 Conference and AGM will be held in Annapolis Valley Zone

Respectfully submitted,
Alexandra LeGrow,
Recording Officer 2020-2022



2022-2023 NSTRA BOARD OF DIRECTORS

President – **Dawn MacDonald**

President Elect – **Jocelyn Barbier**

Past President – **VACANT**

Treasurer – **Dana Mills**

Membership Director – **Emma Clark**

Communication Director – **Amy Rizzuto**

Recording Officer – **Jessica Reid**

Cape Breton Zone Representative – **Paula Jacobs**

North Eastern Zone Representative – **Brad MacMillan**

Central Zone Representative – **Shelley Smith**

Annapolis Valley Zone Representative – **Brianne Saunders**

South Shore Zone Representative – **Sarah Hankinson**

South Western Zone Representative – **Rachel Skanes**

Student Director Ivany Campus 2nd Year – **Libby MacPherson**

Student Director Dalhousie 3rd Year – **Sun Lee**



**2023 NSTRA
6TH ANNUAL GENERAL MEETING
AGENDA
OCTOBER 27, 2023
DIGBY PINES GOLF RESORT AND SPA**

1. Call to Order
2. Approval of Agenda
3. Minutes from previous AGM (October 5th, 2022)
4. Board Reports
 - a. President
 - b. Past President
 - c. President-Elect
 - d. Treasurer
 - e. Communications Director
 - f. Membership Director
 - g. Recording Officer
 - h. Annapolis Valley Zone Director
 - i. Cape Breton Zone Director
 - j. Central Zone Director
 - k. Northeastern Zone Director
 - l. South Shore Zone Director
 - m. Southwestern Zone Director
 - n. Student Directors (2)
5. Committee reports
 - a. Advocacy
 - b. Equity Diversity Inclusion Accessibility
 - c. Licensure
 - d. Marketing
 - e. Education
 - f. Past Presidents (No report submitted as Past President Role was vacant this year)
6. Election of Officers and Directors
 - a. President-Elect
 - b. Treasurer
 - c. Communications Director
 - d. Central Zone Director
 - e. Southwestern Zone Director
 - f. Annapolis Valley Zone Director
 - g. Dalhousie Student Director
 - h. NSCC Student Director
7. New Business
 - a. Standards of Practice
 - b. Strategic Plan 2022-2025
8. Adjournment and next meeting



2023 NSTRA AGM PRESIDENT'S REPORT

Achievements October 2022-September 2023:

- Chaired eleven meetings of the Board of Directors. Nine meetings were held online and two all-day meetings were held in person. (December 2022 and June 2023)
- Reviewed and revised Policies and Procedures and Job Descriptions in collaboration with the President-Elect.
- Completed CEU transcripts for the 2022 NSTRA conference
- Participated in Dalhousie the University Program Advisory Committee
- Active in the work of the advocacy committee:
 - Meetings with HANS (Health Association of Nova Scotia), DANS (Diverse Abilities Nova Scotia), CCANS (Continuing Care Association of Nova Scotia), and LTCNS (Long Term Care Nova Scotia). The aim of these meetings was to update relevant stakeholders in our quest for self-regulation, discuss the difference between Therapeutic Recreation Programming and diversional activities, highlight how the profession and the association can be active members in increasing the health and well-being of Nova Scotians and how these organizations can support the work of NSTRA and it's members within agencies and to the government.
 - Participated in meetings regarding role descriptions for CTRS, Recreation Therapy Associates and Therapeutic Assistants.
- Attended meetings with Recreation Nova Scotia regarding the Anti-Racism Charter. Signed the charter on behalf of NSTRA.
- Attended meetings with the Indigenous Treaty Partners group regarding training for NSTRA membership.
- Met with CTRA in response to the TRO 2-1 Designation. Have been invited to meet with them again to discuss concerns from the Nova Scotia perspective. Meeting to take place in November 2023.
- Attended Health Professional Indigenous Ally Training
- Attended CTRA (Canadian Therapeutic Recreation Association) 2023 conference in Jasper, AB.
 - Attended all president's meetings
 - Secured gift for silent auction
 - Engage in meaningful conversation regarding Therapeutic Recreation in Canada
- Collaborated with faculty at Dalhousie University and Nova Scotia Community College about the Academic Achievement Award process.
- Lead strategic planning process with Max Chauvin for the 2022-2025 NSTRA Strategic Plan
 - In collaboration with President-Elect, developed strategic planning document
- Participated in the work of the licensure committee:
 - Attended most meetings of the committee
 - Developed and facilitated lobbying workshop
- Attended 4 Cape Breton Zone meetings
- Attended education session on Responsive Behaviors and Trauma Informed Care
- Participated in student and professional networking event in Cape Breton Zone during TR month
- Participated in Cape Breton zone social in December
- Provided quarterly board updates to membership
- Presented at the CCANS 2023 Conference on behalf of NSTRA. Presentation title: Beyond Bingo

- Attended 2 CTRA Provincial Partners meetings
- Attended CTRA Standards of Practice Q and A and presentation
- Lead initiative to include access to the TRCoE (Therapeutic Recreation Centre of Excellence) to all members of NSTRA for the next 5 years.
- Met with the Department of Advanced Education to represent advocacy group for additional Therapeutic Recreation diploma seats in Nova Scotia.
- Participated in 3 sessions with the Office of Addiction and Mental Health regarding their project which determines billable services of health care workers, including Recreation Therapists
- Met with Dalhousie University TR faculty to discuss how NSTRA could support the rural stipend process for interns.
- Submitted information to government for the proclamation of Therapeutic Recreation month 2023
- Met with Director of Long Term Care, Continuing Care and Rehabilitation in the Eastern Zone to discuss the role of Therapeutic Recreation in Acute Care.
- Participated in the first meeting of the “Allied Health Coalition”. This group was brought together to identify initiatives that are similar across disciplines and determine partnerships to address common issues. Additional meetings will follow.
- Scouted location for NSTRA 2024 conference with Cape Breton Zone Representative
- Updated bylaws and submitted to the Joint Registry of Stocks.
- In conjunction with President-Elect, ensured that roles of vacant Past President were met.

Recommendations:

- Comprehensive review and update of by-laws
 - Review current board structure
 - Explore the ability to hire and the function of an Executive Director for NSTRA
 - Development of a long-term care task force to develop standards and structure of TR services.
- Potential topics to address:
- Ratios
 - Pay
 - Structure of therapeutic and diversional programming
 - Job titles
 - Job descriptions
 - The function of TR staff interRAI implementation
 - Determine initial steps for self-regulation of Recreation Therapy Associates/Programmers
 - Develop TOR for executive committee
 - Examine role of Past President’s council

Respectfully Submitted,

Dawn MacDonald
 President, NSTRA
 2022-2023



2023 NSTRA AGM PRESIDENT ELECT'S REPORT

Achievements October 2022-October 2023:

- Attended 9 BOD meetings throughout the year (missed April 2023), including two in person (December & June).
- Attended one licensure meeting (by invite) and attended 4 advocacy meetings
- Attended two central zone meetings
- Reviewed Job Descriptions, meeting with some board members to review, discuss and edit as needed
- Supported President with tasks of Past President role due to vacancy.
- Reviewed and edited onboarding package for new NSTRA board members- to ensure access to google drive, NSTRA email account, job descriptions and BOD expectations.
- Assisted Dalhousie Student Director with planning TR month events and Student Networking event in February 2023 at Northwood (Halifax Campus)
- Attended education session on Responsive Behaviors
- Supported the rollout of the Calendar of Acknowledgement
- In communication with RNS and the Anti-Racism Charter, facilitated a session for NSTRA members in TR month, and next steps for NSTRA and EDIA committee- signing the charter, etc.
- Met with Indigenous Treaty Partners (representatives Houston and Corey), co-facilitated a session for NSTRA members as two parts (first on Truth, second on Reconciliation). Followed up with Houston and the EDIA sub-committee to discuss partnership and future with NSTRA for self-guided learning, and assistance in writing a land acknowledgement, and continuing to work towards reconciliation.
- Attended Dalhousie's Awards ceremony to present the NSTRA Academic Achievement Award to 2023 winner, Jessica Dort
- Attended meeting with President and LTC representative at Oceanview to discuss the role of TR in LTC
- Completed 2023 NSTRA awards process
- Reviewed CTRA's Standards of Practice document and participated in CTRA's Standards of Practice Q & A in August, before CTRA opens the vote to CTRA members
- Met with President and faculty from Dalhousie University (including NSTRA members) to discuss supporting rural NS as a desired and intentional opportunities for practicum and internship placements
- Reviewed all the mini Strategic Plans from the NSTRA sub committees
- Reviewed and provided feedback to NSTRA's new Strategic Plan to prepare final document

Recommendations:

- Support new NSTRA strategic plan and begin implementation
- Support website development reviewing language, content and members only section with updated by-laws and policies and access to education, etc.
- Ensure board transition meeting happens within first month of new board formation
- Continue to support the organization and accessibility of google drive to allow for BOD to upload board reports prior to meetings, and committee members to upload minutes from meetings
- Encourage engagement of all NSTRA members, providing a positive, safe and welcoming environment to support students and professionals of NSTRA

Respectfully Submitted,

Jocelyn Barbier
President-Elect, NSTRA
2022-2023



2023 NSTRA AGM TREASURER'S REPORT

Achievements October 2022-August 2023:

- Attended association Board or Executive meetings and reported on finances as required.
- Served on EDIA Committee, Conference Committee, and President's Council.
- Deposited funds as received, arranged for payments as required.
- Checked the post office box weekly.
- Arranged for licensure funds plus accrued interest to be moved into GIC for college fund.
- Completed transition tasks from past Treasurer.
- Established a process of streamlining financial records i.e., receipts, invoices, reimbursements.
- Began to upload and utilize Sage software to maintain financial history and current records.
- Established PayPal option for receiving credit card payments and maintained e-transfer/cheque processing of payments received.
- Met with the Association's accountant to organize financial information and prepare a 2022-2023 Financial Report.
- Completed a review of the Treasurer job description.
- Participated in Strategic Plan work of the Association.

Recommendations:

- Create a policy and procedure for zone funding year-to-year and other financial related policies for NSTRA.
- Explore NSTRA's charitable mission in relation to financial assistance, bursaries, and scholarships.
- Continue to explore opportunities with accountant support to enhance efficiencies in the tasks of the portfolio.
- Establish a financial committee to act as a working group with terms of reference to support and advise the portfolio of Treasurer.
- Establish a Treasurer portfolio document that outlines key areas of responsibility for successful Board transition purposes for incoming volunteers.

Respectfully Submitted,

Dana Mills
Treasurer, NSTRA
2022-2023

Please see attached document for the 2022-2023 financial statement.



2023 NSTRA AGM COMMUNICATION DIRECTOR'S REPORT

Achievements October 2022 – September 2023

- Engaged in email correspondence with members
- Engaged in email correspondence with members of the public
- Engaged in email correspondence with Board members
- Engaged in 1:1 meetings to support board members with new website integration
- Supported members with inquiries
- Launch of new email system
- Launched new website
- Completed Websupport meetings Woodlawn Technologies
- Began development of Communities of Practice for members
- Supported conference committee
- Supported marketing in the promotion of the Days of Recognition Calendar
- Gained access to backend of new website to support ongoing work of board with registration of events
- Updated website
- Created and implemented a new point of contact page on the website
- Purchased new Google email accounts for each respective sub Committee
- Integration of new payment method
- Provided shared drive access to all board members
- Supported all board members with gmail access
- Maintained FB communication with public
- Supported Members only FB page

Recommendations:

- Completion of Communities of practice on members only login
- Development of wellness fund for all board of director members (each board of director member to have access to X Amount of dollars (suggested \$250-\$500) to support their own recreation and leisure development, to support their own self-care while devoting many volunteer hours to NSTRA)
- Examine the website platform – was Squarespace easier to maintain than the new outsourced website
- Create and decide as a board the expectation of email communication with members via month newsletter/updates to be sent out by communications Director – When email should be sent out, how information is collected, deadline to receive information by, etc.
- Board of Directors important dates calendar to be shared with all board of directors (including important deadlines dates (Ex. AGM report due by, AGM package to be sent out by, General
- Conference dates, Awards deadlines, dates of emails to be sent out, etc.)
- Examine the email database/ system – was squarespace easier to maintain and use for sending emails than the new platform
- Create and maintain and safe and designated password management system for passwords to

all accounts (Ex. Zoom, Canva, Squarespace, website login for email, backend of website login)

Respectfully submitted,
Amy Rizzuto
Communications Director, NSTRA
2022-2023



2023 NSTRA AGM MEMBERSHIP DIRECTOR'S REPORT

Achievements October 2022-September 2023:

- Attended 9 meetings out of 11 with the NSTRA Board of Directors
 - Attended Special Meeting re: website
- Provided materials to Dalhousie Student Director to present at Dalhousie to promote the work of NSTRA
- Worked with Marketing to plan TR Month Virtual Activities
- Participated, planned, and attended some TR month events (Facebook Contests, Student Networking Night)
- Attended Licensure Committee meetings when in the liaison role (no longer)
- Ongoing communication with NSTRA members re: membership via email, how to use the website, communication with IT/Blair.
- Supported NSTRA's Public Facebook page and served as an administrator on the NSTRA Members only Facebook Group
- Board Reports, AGM Report
- Helping President Elect plan for Board Meet & Greet
- Received membership forms and regularly updated membership list, zone lists, and mailing list
 - Started new membership list for 2023/2024 season
 - Confirmed membership with conference committee

NSTRA Membership Statistics (2022/2023):

NSTRA Professional Members: 168 Total

- CTRS: 96 (9 new CTRS members signed up towards the end of the year)
- Non-CTRS: 53
- Affiliate Members: 16
- Supporting: 3

NSTRA Student members: 81 Total (2 new members at end of year)

- Nova Scotia Community College: 46
- Dalhousie University: 27
- University of Lethbridge: 5
- Other: 3

Total NSTRA members from approx. September 2022 to August 2023: 249

Breakdown of members per zone (2022/2023):

- Cape Breton Zone: 12 Professionals + 26 students = 38 members
- North Eastern Zone: 18 professionals + 1 student = 19 members
- South Shore Zone: 22 professional members
- South West Zone: 19 professional members
- Valley Zone: 15 professionals + 2 student = 17 members
- Central Zone: 82 professionals + 52 students = 134 members

The current number of members for the new year Sept 2023/Aug 2024 are 151 for professional members and 60 for students as of October 10, 2023. We have had 10+ new student members register and 25+ New Professional Members so far. The remaining are renewing registration or renewing expired memberships.

Recommendations:

- Removing Paypal/going back to the old website if possible? Too many glitches and problems with people renewing membership.
Members are still choosing offline options: organization paying, cheque, e-transfer method over PayPal. Understanding that this is a lot of work on Treasurer, however, the website is very finicky and not user friendly.
- Continue to promote student engagement with NSTRA
 - Look into virtual presentations with Dal and NSCC
 - Student directors presenting on NSTRA Membership and the importance of being a member
 - Creating an Instagram account or LinkedIN account. Most students have Instagram over Facebook.

Respectively Submitted,

Emma Clark, CTRS
Membership Director, NSTRA
2022-2023



2023 NSTRA AGM RECORDING OFFICER'S REPORT

In 2023, the NSTRA Board met 8 times, 1 face to face meeting in Central Zone and 7 via web meeting tools using a paid Zoom account, a cost-effective meeting tool allowing us more than 40 minutes at a time. Several Zones have also taken advantage of the associations Zoom account to hold their meetings.

I am very proud of the work the Board accomplished in the past year and look forward to the growth of our Association. The following highlights that follow are snapshots of their activities:

October 2022 – Conference and AGM 2022 held virtually via zoom.

November 2022 – New Board of Directors onboarded, meeting with Department of Health and Wellness to discuss Recreation Therapy's role in the Mental Health and Addictions sector.

December 2022 – Board of Directors attended face to face board meeting, meeting with Advanced Labor and Education re: increasing Therapeutic Recreation seats at Nova Scotia Community College.

January 2023 – Call for Presentations opened, Diversity and Inclusion Task Force changed name to Equity, Diversity, Inclusion, and Accessibility sub-committee, meeting with Health Association of Nova Scotia re: licensure, Education survey went out.

February 2023 – TR Month Proclamation, TR month networking night/social events/contests/Facebook ads, Anti-Racism Charter Education Session, NSTRA's new website went live.

March 2023 – Diversity and Inclusion survey results reviewed, and an action plan created.

April 2023 – Academic Achievement Award nominations opened, Responsive behaviors education session.

May 2023 – Indigenous Treaty Partners Part 1 training, Centre of Excellence for Therapeutic Recreation in Continuing Care (TRCoE) access membership perk, meeting with Health Association of Nova Scotia, meeting to develop role document part 1, ongoing work on portfolio distribution.

June 2023 – Board of Directors met in person, strategic direction planning, NSTRA award nominations opened, lobbying webinar, meeting to develop role document part 2, Indigenous Treaty Partners Part 2 training, meeting with Diverse Abilities of Nova Scotia, meeting with Long Term Care Nova Scotia, Academic Achievement Awards announced.

August 2023 – Elevator pitch contest, Trauma informed education session, CTRA members attended Q/A session for CTRA's new Standards of Practice, chart presented and circulated with actionable items for Strategic Plan, reviewed outstanding items and recommendations from previous years Strategic Plans, ongoing discussions re: partnership with Indigenous Treaty Partners for educational opportunities, meeting with Regulated Health Professionals Network, call out for feedback circulated to Board of Directors and committee chairs re: strategic plan.

September 2023 – Dal Student Director introduced NSTRA to RecO, ongoing work of Conference Planning Committee, TRCoE membership renews, ongoing discussions re: strategies to increase membership, new board members Q/A meeting.

- Following Robert's Rules of Order, the Board of Directors reviewed, updated, and approved Terms of References, policies, and Board of Directors job descriptions.
- Sub-committee's have created mini strategic plans that are aligned with NSTRA's Strategic Direction to guide committee work.

Recommendations:

- Encourage all members to post to NSTRA's members only Facebook page including job postings, resources, educational opportunities, community events, etc.
- Encourage Board of Directors to access NSTRA google drive to upload reports.

- Advocate for BOD volunteer incentives to support self care and increase interest in joining BOD

Respectfully Submitted,

Jessica Reid (She/Her)
Recording Officer, NSTRA
2022-2023



2023 NSTRA AGM ANNAPOLIS VALLEY ZONE REPORT

Achievements from October 2022 – September 2023:

- Attended monthly Board of Directors meetings
- Submitted board reports for Annapolis Valley zone prior to each board meeting
- Created a Doodle poll to determine the best days and time frame to schedule zone meetings. It was determined that zone meetings would be held on Tuesday afternoons during working hours.
- Facilitated and chaired 4 zone meetings via Zoom and scheduled zone meeting based upon feedback from doodle poll
- Attended SouthWest zone meetings, along with their in-person TR month education session
- Attended Advocacy subcommittee monthly meetings and carried out respective projects
- Hosted zone social for TR month
- Attended Strategic planning meetings
- Promoted NSTRA membership to potential zone members
- Shared information about educational opportunities and 2022 conference
- Accepted to host the 2023 NSTRA Conference and co-chaired conference

Recommendations:

- Continue communicating with zone members via emails and regular scheduled zone meetings
- Continue to seek out educational opportunities
- Continue working with Advocacy subcommittee to provide support to advocate for more Recreation Therapist and Recreation Therapy Associate positions in the Annapolis Valley zone
- Seek out additional ways to support Recreation Therapy Associates in the zone
- Develop a guide to better support the incoming zone director
- Develop a timeline and guide for conference planning, to ensure a smooth transition for future conferences
- Seek educational opportunities for the zone and use zone funds appropriately

Respectfully submitted,

Brianne Saunders
Annapolis Valley Zone Director, NSTRA
2022-2023



2023 NSTRA AGM CAPE BRETON ZONE REPORT

Achievements from October 2022 – September 2023:

- Met with the outgoing zone director and president for handover and transition as new zone director.
- Held four zone meetings between October 2022 and October 2023: 3 in-person, 1 via Zoom. Meetings focused on standing agenda inclusive of NSTRA and sub-committee updates, education sessions, TR month activities, etc.
- Hosted an in-person zone social on December 3, 2022.
- In collaboration with the NSCC Student Director planned and facilitated the “Student Networking Event” for TR month.
- Emailed correspondence with zone members RE: zone meetings, TR month events, NSTRA updates, fielded questions related to membership and NSTRA information, etc.
- Highlighted a zone member for TR month.
- Attended monthly Board of Directors Meetings via Zoom and 2 in-person.
- Attended monthly Advocacy Sub-Committee meetings.
- Worked as part of the Advocacy Sub-committee and contributed to the development of the “Scope of Practice” document.
- Began to plan and look for a location for the 2024 NSTRA Conference in Cape Breton
- Attended a networking event hosted by an LTC facility as an advocate for NSTRA and the benefits of membership.

Recommendations:

- Research education opportunities for Cape Breton zone members.
- Compile a list of TR professionals working in Cape Breton and promote the benefits of membership with a goal of increasing our members.
- Chair the Conference Sub-Committee for the 2023 NSTRA Conference in Cape Breton.
- Continue to host zone meetings.
- Continue to sit on the Advocacy Sub-Committee

Respectively submitted,

Paula Jacobs
Cape Breton Zone Director, NSTRA
2022-2023



2023 NSTRA AGM CENTRAL ZONE REPORT

Achievements October 2022 – September 2023:

- Attended all Board of Directors Meetings
- Met with Advocacy Sub-Committee and completed related duties
- Met with Licensure Sub-Committee and completed related duties
- Hosted two zone meetings including a social event during TR Month

Respectively submitted,

Shelley Smith
Central Zone Director, NSTRA
2022-2023



2023 NSTRA AGM NORTHEASTERN ZONE REPORT

Achievements October 2022-October 2023:

- Between October 2022 and October 2023, the NE zone held 6 zone meetings in-person (with options for virtual participation via Zoom). Meetings focused on standing agenda items as well as additional education components which included Program Sharing sessions, Bereavement and Grieving processes, Dementia/Mental Health issues for young adults in LTC.
- Worked in our Zone on potential PICO project.
- Promoted NSTRA memberships to identified potential members.
- Participated in TR Month social events.
- Attended monthly NSTRA BOD meetings via Zoom.
- Worked as a member of the NSTRA Marketing Sub Committee.

Recommendations:

- Continue to communicate with NE zone members. Promote NSTRA membership benefits to potential new members.
- Assist incoming Zone Rep during onboarding process.
- Seek out new topics/presenters for future educational components at zone meetings.

Respectfully Submitted,

Brad MacMillan
Northeastern Zone Representative, NSTRA
2020-2023



2023 NSTRA AGM SOUTH SHORE ZONE REPORT

Achievements October 2022-September 2023:

- Between October 2022 and October 2023 the SS zone held 4 zone meetings in-person (with options for virtual participation via Zoom). Zone members were in favor of keeping the meetings quarterly. Meetings focused on standing agenda items as well as additional education components which included Program Sharing sessions, Hygee in the Home, and the Benefits of the use of Cannabis in Healthcare.
- Facilitated in person zone social at Boston Pizza in March.
- May meeting supposed to be hosted at a member's facility, but was changed to Lunenburg Community Lifestyle Centre (LCLC) due to COVID-19 status in other facilities. (precautionary)
- September meeting hosted at Hillside Pines in Bridgewater and over zoom.
- Attended Board of Directors meetings (missed 2 for travel and personal reasons)
- Promoted NSTRA memberships to identified potential members
- Promoted the importance of being/remaining a member of NSTRA to members in the zone as well as at Dalhousie's Recreation Orientation Camp
- Resource sharing with Zone members

Recommendations:

- Continue to communicate with SS zone members.
- Promote NSTRA membership benefits to potential new members.
- Work with principal of NSCC Lunenburg campus to promote new TR program
- Seek out new topics/presenters for future educational components at zone meetings
- Create table of zone's members, where they work and their contact information for professional development

Respectfully Submitted,

Sarah Hankinson
South Shore Zone Representative, NSTRA
2022-2023



2023 NSTRA AGM SOUTHWESTERN ZONE REPORT

Achievements October 2022-October 2023:

- Between October 2022 and October 2023 the Southwestern zone held 7 zone meetings via Zoom for its 20 members approximately every 2 months. Meetings focused on standing agenda items including NSTRA updates, NSCC working group updates, etc.
- Facilitated in person TR month event – Tour of accessible equestrian facility led by a CTRS in SW Zone along with a day of education sessions
- Fielded questions relating to membership with NSTRA, ongoing NSTRA items
- Shared resources specific to Southwestern zone as they arose
- Attended monthly NSTRA BOD meetings via Zoom
- Worked as a member of the NSTRA Advocacy Sub Committee
- Created chart of all members, where they work and their contact information for professional development
- Worked on conference subcommittee and acted as Volunteer Coordinator
- Worked as member of NSCC additional Recreation Programmer course working group
- Worked as member of equitable benefits committee with Recreation Therapy professionals across Canada

Recommendations:

- Meeting with new SW Zone Director regarding handover
- Compile list of items/resources to assist with new zone director transition
- Research ongoing education opportunities to benefit all members with money leftover from conference
- Continue bi-monthly meetings on zoom for members
- Use conference money for education opportunity with input and feedback from members

Respectfully Submitted,

Rachel Skanes
Southwestern Zone Director, NSTRA
2022-2023



2023 NSTRA AGM

DALHOUSIE STUDENT DIRECTOR'S REPORT

Achievements October 2022 – October 2023:

- Attended 7 meetings out of 11 with the NSTRA Board of Directors
- Attended meetings with the Therapeutic Recreation Program Advisory Committee (TR PAC) as the NSTRA Dalhousie University Student Representative
- Will attend CARTE (The Committee on Accreditation of Recreational Therapy Education) Accreditation Site Visit on October 17, 2023, as the NSTRA Dal Student Representative
- Invited as a guest speaker from the Foundations of TR course in Dalhousie University (taught by Rachele Manett, CTRS) with Jocelyn Barbier, the NSTRA President Elect, to introduce NSTRA to the first year TR students and share experiences as a student member and the student director
- Planned and facilitated the TR In-person NSTRA Networking Event on February 8, 2023, at the Northwood Halifax Campus with Ashley Penton and Jocelyn Barbier
 - Over 65 professionals, students, and educators from Dalhousie University and NSCC participated in the event
- Attended marketing and EDIA subcommittee meetings; developing and ordering merchandise for NSTRA members and conference participants as a marketing subcommittee member, and on-progress developing the EDIA Event Planning Checklist with Cassady Yochoff, Chloe MacDonald, and Hayley Hilchey (Dalhousie student member) as an EDIA subcommittee member
- Ongoing communication with NSTRA members re: NSTRA student member status, event planning, discussion about engaging more Dalhousie TR students
- Submitted board reports and AGM report

Recommendations:

- Continue to engage students by hosting student events (i.e., TR month networking event), presenting in class, etc.
- Currently, not every Dalhousie TR student is an NSTRA student member due to disconnection during the pandemic; in the past, students paid the extra fee on their Recreation Orientation (Rec-O) payment so that all students automatically registered to the NSTRA membership for the first two years. However, the current Rec-O registration fee (2023) is \$150, and it took a lot of work to collect the fee this year. Most fees were submitted in the end and there was no student who shared an opinion about it, but I would like to consider the high inflation and cost of living. Also, not every student participating in Rec-O is TR, half of the participants are from the Recreation Management program. Therefore, this should be discussed with the current TR faculty on how to increase Dalhousie student members.
- For 2024, the main targets for student membership are the first years, who do not know about the NSTRA, and the third year, as they were the first year who did not register NSTRA membership as mandatory. Based on this, the student director should discuss how to introduce NSTRA to the first year TR students and engage the third years to register more.
- As there is no student director handbook existing, it would be beneficial to have a guideline what are the expectations for the student director.

Respectfully Submitted,

Sun Lee
Student Director Dalhousie University, NSTRA
2022-2023



2023 NSTRA AGM NSCC STUDENT DIRECTOR'S REPORT

Achievements February 2022-October 2023:

- Attended 6 meetings out of 11 with the NSTRA Board of Directors
- Submitted board reports and AGM report.
- Planned the Student Networking Event with the Cape Breton Zone rep at Marconi Campus. We had many professionals show up and all my classmates attended.
- Received the Academic Achievement Award given to a graduating student at Nova Scotia Community College and Dalhousie University.

Recommendations:

- Continue to engage students by hosting student events (i.e., TR month networking event) and asking classmates for feedback on what they would like to see improve.
- Have a monthly meeting for students, preferably in class, so they can be engaged.

Thank you,

Libby MacPherson

Nova Scotia Community College Student Director 2022-2023

Libby MacPherson
NSCC Student Director
2022-2023



2023 NSTRA AGM ADVOCACY SUBCOMMITTEE'S REPORT

Purpose

The purpose of this working group is central to the work of the Nova Scotia Therapeutic Recreation Association (NSTRA). We will generate momentum for achieving intervention and treatment by increasing political commitment to recognizing the profession of therapeutic recreation (TR) and by mobilizing resources for investment in health and well-being. We will increase demand for TR as a vital service to be accessible to all, by engaging stakeholders and service providers and enabling better access to such services. By drawing on the strengths of all members of NSTRA, the working group seeks to position therapeutic recreation at the heart of health and community services.

Subcommittee members include: Alicia Dobranowski (co-chair), Jocelyn Barbier, Paula Jacobs, Taylor Dugas, Nicole Martelle, Brianna Saunders, Rachel Skanes, Cassidy Yochoff, Nicole Martelle, and President Dawn MacDonald

Highlights of the Advocacy sub-committee:

- Regular monthly meetings
- Reviewed and revised committee Terms of Reference in conjunction with Board of Directors
- Participated in meetings with HANS LTC and Continuing Care Council
- Job Responsiveness Task Force responded to a number of job postings regarding hiring practices, qualifications, etc
- Requested meeting with Minister Barb Adams – LTC and Seniors
- Met with CTRA in response to the TRO 2-1 Designation
- Collaborated with NSTRA Marketing Sub-Committee to develop promotional tools/marketing material/Fact Sheets to distribute to stakeholders, conferences, etc.
- Developed a 'mini' strategic plan to advocate for and to guide the advocacy work of the Nova Scotia Therapeutic Recreation Association and includes the following priorities:
 - Develop a role document/Scope of Practice Matrix for the RT/RT Programmer and Ass./Therapeutic Assistant Roles (acknowledging the role differences in LTC vs Acute) and explore Standards of Practice for NSTRA (once CTRA Standards released)
 - Explore pay wage increases for RT Programmers/Assistant/Associate Role
 - Explore Job Title consistency for RT Programmers/Assistant/Associate Role
 - Explore Staffing Ratio's

Recommendations:

- Continue the priorities as devised in the Advocacy 'Mini' Strat plan (see attached)

Respectfully Submitted,

Shelley Smith, CTRS
Advocacy Working Group/Sub-Committee Chair
2022-2023



2023 NSTRA AGM EQUITY, DIVERSITY, INCLUSION, AND ACCESSIBILITY SUBCOMMITTEE'S REPORT

Purpose

The purpose of the Equity, Diversity, Inclusion and Accessibility Committee is to provide advocacy, education and intentional recruitment to and for NSTRA members and board of directors. Decision making within NSTRA should represent those with lived experiences, diverse backgrounds and perspectives. We strive for a diverse membership and board of directors that is also sensitive to cultural differences in order to have a stronger capacity to attract and retain talented board members - as well as to be in touch with community needs. We believe that as an association we need to be reflective of our broader community with whom we work.

Subcommittee members include: Natalie Baglole (chair), Jessica Reid (board liaison), Sun Lee, Dana Mills, Jordan Xidos, Chloe MacDonald, Cassady Yochoff

Highlights of the EDIA sub-committee:

- Committee met 8 times
- Reviewed and updated Terms of Reference for the committee
- Reviewed the previous “Diversity and Inclusion Task Force” survey results and created an action plan that related to same.
- Name change of committee from “Diversity and Inclusion Task Force” to “Equity, Diversity, Inclusion and Accessibility (EDIA) Committee” as per suggestion of NSTRA Board of Directors
- A ‘Mini Strategic Plan’ for the committee was created to outline the direction of the committee.
- Task force grew from 2 members to 7 members
- Collaborated with President Elect and President to build connections with Indigenous Treaty Partners (ITP) and education opportunity held in May 2023.
- Committee Chair and President Elect met with ITP following this to begin exploring future partnerships and education with the group on the topic of truth and reconciliation with Indigenous peoples.
- Began researching education materials, opportunities and training sessions that fall under EDIA umbrella to compile a document to share with NSTRA Board of Directors and Education Committee. Document remains a work in progress with goal of sharing with incoming Board of Directors following October 2023 AGM. This document will be a working document that can continue to be reviewed and updated by committee.
- Began the creation of NSTRA Event Guide to ensure all NSTRA organized events are welcoming, accessible and inclusive environments.

Recommendations:

- Continue exploring Recreation Nova Scotia Anti Racism Charter and educational opportunities related to this
- Build connections with community organizations/experts on the topic of diversity and inclusion
- Explore the creation of a list of organizations/businesses from historically marginalized communities for NSTRA Board of Directors to access when seeking quotes/vendors for NSTRA business

- Explore the feasibility of a Client/Service Recipient Role for the Board of Directors (as per survey results)
- Advocate for anti-oppressive lens in all future Strategic Planning for NSTRA
- Ongoing recruitment to grow committee.
- Explore adding “Reconciliation” to the committee’s name.

Respectfully Submitted,

Natalie Baglole (she/her), CTRS
Committee Chair
NSTRA Equity, Diversity, Inclusion and Accessibility Committee
2022-2023



2023 NSTRA AGM LICENSURE SUBCOMMITTEE'S REPORT

Purpose

The purpose of this sub-committee is to establish regulation practices for Recreation Therapy professionals, including CTRS'; and non-CTRS'; in the province of Nova Scotia. Phase one will focus on establishing licensure for Recreation Therapists through the government processes. Phase two will focus on establishing a regulatory process for all other Recreation Therapy professionals.

Co-chairs: Heather Baker, Shelley Smith, Rhonda Booth

Membership:

This committee has been working diligently to establish regulation practices for Recreation Therapy professionals, including CTRS'; and non-CTRS'; in the province of Nova Scotia. We would like to acknowledge the committee members efforts towards this goal; Andrew Ritcey, Gary Comeau, Brittany MacKeen, Colleen Bateman, Emma Reid and Dawn MacDonald (President). We were sad to see Emma leave the group; her contributions were greatly appreciated. Thank you all for your belief in this undertaking.

Highlights of the Licensure sub-committee:

- Reviewed Terms of Reference of the licensure sub-committee
- Monthly virtual meetings (except for June and July)
- Contributed/finalized marketing material
- Played a key role in NSTRA lobbying workshop
- Updated information for website
- G Comeau attended lobbying 101 workshop
- Ask to the membership use spell out full credentials on communication (ie Certified Therapeutic Recreation Specialist, CTRS)

Consultations:

- Maintained communication and had multiple presentations to a variety of provincial agencies and departments
- Met with the ED of the Nova Scotia Regulated Health Professions Network (NSRHPN) x2
- One engagement with lawyer for expert advice - Nov. 2022
- Participated in workshop on understanding insurance for private practice
- Participate in NCTRC international regulation group
- Attended TRO webinar on single designation, provided written feedback on same, attended
- CTRA provincial partners meeting in Alberta
- Participated in a review of regulation across Canada

Recommendations/Looking Ahead:

- The Licensure Sub-Committee proposes exploration of self-regulation for Therapeutic Recreation Programmer/Associate's designation
- Securing relationship with 21 FSP to support movement of our regulation agenda forward
- Continue monthly meetings to complete committee's mandate

- Maintain communication with NSRHPN, DHW Senior Policy Analysts and political parties
- Consult with NSTRA lawyer regarding governments progress on updating Health Regulations Act
- Explore relationship of a variety of Therapeutic Recreation roles to self regulation benefits
- Finalizing lobbying materials

Respectfully Submitted,

Heather Baker, Rhonda Booth, and Shelley Smith
Sub-Committee Chairs
2022-2023



2023 NSTRA AGM

MARKETING SUBCOMMITTEE'S REPORT

Purpose

The purpose of this working group is to provide promotional engagement and support to aid in the work of the Nova Scotia Therapeutic Recreation Association. We will recognize the work of the association and recreation therapy professionals within the province of Nova Scotia. We will work to create opportunities to share information about the NSTRA, creating materials to be shared to engage with stakeholders, rightsholders and service providers. We will support other subcommittees and working groups and zones, in need of promotional engagement to aid in the advocating for recreation therapy services, increasing membership and promoting the work of membership and the association.

Responsibilities and Opportunities

- *To purposefully provide a platform to support the work of the NSTRA and create resources to share with stakeholders rightsholders and service providers.*
- *To create a budget to be shared with the Board of Directors, as well as an annual report of expenses to be submitted for the AGM in October.*
- *To accomplish the goals of the current Strategic Plan.*
- *To report and support the work and asks of the Board of Directors.*
- *To ask for and accept experience of external experts when necessary.*
- *To create a workplan based on needs of sub committees, Strategic Plan and goals of NSTRA*
- *Evaluate priorities of the committee annually.*

Sub committee members include: Brad MacMillan, Sun Lee, Jocelyn Barbier. Student volunteer Qi Lao supporting work, not an official member of the sub committee.

Highlights of the Marketing sub-committee:

- Regular meetings (some rescheduled due to wildfires/weather) with regular email communication between meetings
- In communication with Advocacy, EDIA, and Licensure committees to support work of their committees and offer materials as requested.
- Completed and began to deliver portfolios to NS government officials (physical and digital copies) and other organizations/associations and individuals identified as a priority by the advocacy sub committee.
- By October 2023, sub committee will deliver the rest of portfolios to the advocacy committee to circulate as needed, as well as a minimum of 5 copies to each zone director to circulate as needed for advocacy purposes.
- Explored swag options from companies in Canada, BIPOC owned and operated to build relationships to provide options for future workshops/conference/membership swag.
- Supported the Conference committee in designing and providing swag for 2023 conference (water bottles and break away lanyards).
- Ran TR ads during the month of February (created by members of the licensure committee).
- Shared information from a brainstorming session with appropriate sub committees specifically EDIA (topics such as: writing our own land acknowledgement)
- Began to unroll our Calendar of Acknowledgement and shared it with the President, Communication Director and other appropriate BOD members.

- Developed a 'fun' calendar to acknowledge dates that individuals working in (but not limited to) LTC might want to develop programmes for, and a plan to engage membership on FB members only page, begin unrolling in October/November 2023.

Recommendations:

- Continue to collaborate with NSTRA Advocacy, EDIA, Licensure & other sub committees to develop and share materials to stakeholders and rightsholders as identified/needed.
- Cross reference mini Strategic Plan developed by marketing committee to support the roles and responsibilities of the new NSTRA Strategic Plan with clear guidelines and priorities.
- Recruit new members to volunteer to support the work of the sub committee including a co-chair.
- Explore fundraiser opportunities in 2023/2024 membership year.

Respectfully Submitted,

Jocelyn Barbier
Marketing Subcommittee Chair
2022-2023



2023 NSTRA AGM

EDUCATION SUBCOMMITTEE'S REPORT

Purpose

The purpose of this working group is central to supporting the continued education of the members of the Nova Scotia Therapeutic Recreation Association (NSTRA). We will increase the accessibility of TR specific education opportunities to our members. In addition, we have the potential to create revenue for the NSTRA to support the continued efforts of the association

Committee members include: Brittany MacKeen, Chloe MacDonald, Colleen Bateman.

Highlights of the Education Committee:

- Committee met 5 times this year
- Created Education Committee Terms of Reference
- Created an education survey for members to complete to develop work plan from
- Collected and collated education survey results
- Created a work plan and budget for approval by Board of Directors
- Collaborated with other committees to offer Professional Indigenous Ally Training
- Supported conference committee re: continuing education approval through NCTRC
- Offered 2 education session- Challenging Behaviours (CEU approved) and Trauma Informed Care
- Completed CE preapproval through NCTRC for Challenging Behaviour education session
- Provided CEU certificates and attendance certificates to participants of the Challenging Behaviour education session
- Began planning for upcoming education sessions featuring leadership/advocacy and enhancing spp's

Recommendations:

- Establish access to recorded education sessions on the "members only" section of the website
- Establish a process for website to store information on google documents in real time to allow committee chairs to monitor registrations for education sessions

Respectfully Submitted,

Colleen Bateman, CTRS, Chloe MacDonald, CTRS, and Brittany MacKeen, CTRS
Education Committee Chairs
2022-2023