



**Arthritis Health Professions Association
Annual General Meeting
February 16th, 2023 1900-2130 EST**

MINUTES

1. Welcome / Call to order

Paul Adam, AHPA President, chaired the meeting and called the meeting to order at 1932EST. He began the meeting with an acknowledgement that we are all on the traditional lands of the Indigenous peoples. Paul welcomed all AHPA members and thanked them for attending the 2023 AHPA Annual General Meeting (AGM). Given the virtual nature of the AGM, Paul reviewed the processes to be used for voting.

Paul introduced the current AHPA Board of Directors to the members: President-Elect - Samantha Holmgren, Past President - Anne MacLeod, Treasurer - Mary Ellen Marcon, Past Treasurer - Kristin Dillon, Research Chair - Karine Toupin-April, and Sponsorship & Marketing Chair - Petra Kodeda, and noted that the Secretary, Member-at-Large, Professional and Career Development, Communication and Membership Chair positions were vacant in 2022.

Paul also thanked Ron Yong, AHPA webmaster and AV Tech Support for his assistance in taking on some of the communication tasks, such as helping to prepare and disseminate the mini news briefs.

2. Approval of Agenda

The agenda was pre-circulated to the membership.

Motion: "THAT the 2023 AHPA AGM agenda be approved as presented." Moved by Kristin Dillon, seconded by Anne MacLeod. All in favour. None opposed. No abstentions. Motion passed.

3. Passing of the Approved 2022 AHPA Annual General Meeting Minutes

The minutes were reviewed by the 2022 Minutes Approving Committee (Kim Hall and Jennifer Burt) and approved by the AHPA Board of Directors on April 11, 2022.

Motion: "THAT the approved 2022 AHPA Annual General Meeting minutes be accepted." Moved by Samantha Holmgren, seconded by Karine Toupin-April. All in favour. None opposed. No abstentions. Motion passed.

4. Selection of the 2023 Minutes Approving Committee

Paul Adam called for two (2) AHPA members who would be willing to review the minutes from today's meeting. Jill Hall and Karen Gordon volunteered.

5. President's report – Paul Adam (posted on the AHPA Website in Annual Report)

Paul Adam reviewed the highlights of his report that is posted on the AHPA website. He reminded everyone that the work of the AHPA board falls under 3 pillars: Knowledge



Translation, Engagement, and Sustainability. Paul noted that each pillar is overseen by one of the three presidential officers and the 8 pillar sub-components correspond to a board position, such as Communications Chair. Paul stated that while the respective presidents normally take on a supportive role, when positions are vacant, the presidential officer then becomes responsible for the essential work associated with that position. Paul pointed to the challenges resulting from having had 5 vacant board positions. Fortunately, work done in 2021 resulted in a more equal realignment of responsibilities between the 3 presidential positions. Many members also helped by volunteering on one of several committees. Member retention and new member recruitment continues to be an issue needing attention.

Motion: “THAT the President’s Report be adopted as circulated and presented.” Moved by Anne MacLeod, seconded by Samantha Holmgren. All in favour. None opposed. No abstentions. Motion passed.

7. **Strategic Pillar/Committee/SIG reports**

Paul Adam invited each person responsible to provide highlights from the last year and answer any questions from the membership. All committee reports were included in the 2022 Annual Report, which was posted to the AHPA website for the membership to review in advance of the AGM.

Knowledge Translation Strategic Pillar - Paul Adam

Paul acknowledged that the inability to provide travel bursaries for an in-person AHPA pre-course prior to the CRA/AHPA Annual Scientific Meeting has been a big loss, especially in relation to networking. Finding other ways to provide professional education and networking continues to evolve. 2022 saw a successful pre-course, a 4-part OnlineED webinar series on Women’s Health, and a 6-hour evidence-based workshop on Mindful Self-Compassion Training. Zoom fatigue and other issues have led to a considerable drop in member participation in these events. Understanding these barriers will be key to enhancing participation, as well as identifying how to effectively build networking into online education.

Engagement Strategic Pillar - Anne MacLeod

Anne reported on engagement activities including engagement with Partner organizations including Professional, Patient and Research Partners. She noted that several new partnerships were formed with organizations. The January 2023 newsbrief was dedicated to AHPA’s partners and information about each organization is also found on our Website under Partners of AHPA. Membership engagement included the spring launch of the new website as well as conversations with individual members (43 online conversations and 27 email conversations) during the fall of 2022. Engagement conversations highlighted the importance of AHPA to members as well as the offer of time limited tasks or project involvement as a means of engaging members - this will be a key format for member engagement and AHPA sustainability in the year ahead. Website renovations to the Resource section and easier access to presentations was discussed. Anne also reviewed the sponsorship and marketing results which highlight declining pharma sponsorship over the years thus eliciting the need for a change in sponsorship approach to corporate sponsorship funding.



Sustainability Strategic Pillar - Samantha Holmgren

Samantha noted that the Membership Committee had tried a summer membership drive but that results were limited, partially due to the AHPA membership being on a calendar year. New promotional emails were created for that initiative, as well as the annual membership drive. Reaching out to past members who had let their membership lapse led to a few renewals, but others had retired or left the field of rheumatology.

Research - Karine Toupin-April

Karine announced that Helen Prlic and her research team were successful in getting an AHPA Operating Grant for their study called, "Osteoarthritis and cognitive function: A population-based cross-sectional study." She also noted that the annual abstract award competition resulted in 9 abstracts being submitted and accepted for presentation at the CRA/AHPA ASM. In 2023, priorities include securing long-term research funding and collaborating with the Canadian Arthritis Trainees Association (CATA) to better support research trainees.

ACPAC SIG - Gillian Grant

Gillian described the many ACPAC SIG achievements in 2022 in the areas of advocacy (e.g., securing funding for the ACPAC model of care in Northern Ontario), research (e.g., scoping review on impact of ACPAC therapists in the healthcare system), education (annual education event and updates to ACPAC curriculum), and leadership (e.g., capacity building in Quality Improvement). Strategic priorities in 2023 entail continued work on several of the aforementioned projects.

Discussion: Linda Li raised a question about membership and research trainees. Karine Toupin- April, research chair, spoke to the meeting at the CRA & AHPA ASM with CATA to work on supporting trainees and then hopefully trainees will join AHPA. Ellen Wang, member of CATA, agreed and spoke to possible Knowledge Translation opportunities.

Susan Bartlett encouraged all members to speak about AHPA and its value to their colleagues. She also spoke to similar difficulties being experienced by ARP in the United States.

There was discussion in the chat about sponsorship and defining the value of AHPA.

Motion: "THAT the Strategic Pillar, Committee, and SIG Reports be adopted as circulated and presented." Moved by Karine Toupin-April, seconded by Kristin Dillon. All in favour. None opposed. No abstentions. Motion passed.

8. **Executive reports**

Paul Adam invited Mary Ellen Marcon, Treasurer, and Kristin Dillon, Past Treasurer, to present the treasurer's report and answer any questions from the membership.

Treasurer's report – Mary Ellen Marcon and Kristin Dillon

8.1 Financial Report and Approval of the 2022 Review Engagement for the Arthritis Health Professions Association



Mary Ellen and Kristin reviewed the AHPA financial report and review engagement as performed by Bateman, Graham, and Fitzpatrick for the year ending December 31, 2022, including net assets and liabilities. Mary Ellen reported that we are in accordance with CRA guidelines for a non-profit organization.

Mary Ellen and Kristin reviewed the Statement of Income and Expenditures and highlighted: total cash in the bank totaled \$181,207, which included \$105,000 in GICs. They also highlighted that pre-course sponsorship funding had decreased compared to 2021, the high web platform expense was a deferred cost from 2021 because the new website didn't launch until the first quarter of 2022, and \$23,000 in research grant was not spent and therefore deferred to 2023.

Motion: "THAT the 2022 Financial Report and Review Engagement as submitted by Bateman Graham & Fitzpatrick Chartered Accountants be accepted." Moved by Mary Ellen Marcon, seconded by Anne MacLeod. All in favour. None opposed. No abstentions. Motion passed.

7.2 Approval of the Proposed Budget for 2023

Mary Ellen presented the proposed AHPA budget for 2023 to the membership. Mary Ellen noted that in the 2023 budget there is an estimated deficit of \$12,000, up from last year's proposed deficit of \$4,300. This deficit will be covered by the surpluses from prior years. The deficit is related to many factors, some of which include a combination of decreased membership fee revenue, new cybersecurity costs (i.e., cybersecurity insurance and cybersecurity tech support), and the one-time cost of a professional facilitator to assist in the development of a new 5-year Strategic Plan.

Motion: "THAT the Arthritis Health Professions Association Proposed Budget for 2023 be approved as presented." Moved by Mary Ellen Marcon, seconded by Samantha Holmgren. All in favour. None opposed. No abstentions. Motion passed.

8.3 Appointment of Accountant for 2023

Mary Ellen proposed that AHPA continue to use the services of Bateman, Graham, and Fitzpatrick for 2023.

Motion: "THAT Bateman, Graham and Fitzpatrick is hereby appointed the public accountant of the Arthritis Health Professions Association to hold office until the close of the next annual members meeting, at such remuneration as may be fixed by the directors." Made by Mary Ellen Marcon, seconded by Karine Toupin-April. All in favour. None opposed. No abstentions. Motion passed.

9. Election of Board Directors – Paul Adam

- President-Elect: Michelle Bridge
- Secretary: Lisa Robinson
- Communication Chair: Sue MacQueen
- Professional and Career Development Chair
- Membership Chair



- Member-at-Large - to remain vacant in 2023

Paul Adam noted that there are 6 positions to be filled and 3 nominations received. The Member-at-Large position will not be sought this year given the priority for the Chair roles. The nominee for President Elect is Michelle Bridge, the nominee for Secretary is Lisa Robinson and the nominee for Communications Chair is Sue MacQueen.

Nominations from the floor were called three times with no new nominations put forth, thus the nominees are elected by acclamation. Of note, members can be appointed to the Board throughout the year.

Motion: “THAT Michelle Bridge, Lisa Robinson, and Sue MacQueen are hereby elected by acclamation as directors of the Arthritis Health Professions Association to hold office for a term of two (2) to three (3) years, position dependent.” Moved by Karine Toupin-April, seconded by Kristin Dillon. All in favour. None opposed. No abstentions. Motion passed.

10. **Introduction of the 2023-24 Board**

Paul Adam introduced the 2023-2024 AHPA Board of Directors to the membership.

Returning Board Directors:

- Samantha Holmgren - President
- Paul Adam - Past President
- Mary Ellen Marcon - Treasurer
- Karine Toupin-April - Research
- Petra Kodeda - Sponsorship & Marketing

New Board Directors:

- Michelle Bridge - President-Elect
- Secretary - Lisa Robinson
- Communications - Sue MacQueen

Paul Adam reintroduced Samantha Holmgren as the AHPA President for 2023.

11. **Other Business**

Update on the Strategic Priorities for 2023 by Samantha Holmgren

- Context:
 - The new AHPA board will begin their work by participating in the development of a new 5-year Strategic Plan. A key question underlying this process is how do we ensure the sustainability of our organization?
- Sustainability:
 - Engage members with time-limited, task-oriented activities (i.e., micro volunteers).
 - Create a system for managing workload and projects.
 - Improve the membership recruitment process.
 - Review the organizational structure.
 - Work to secure long-term funding.
- Knowledge Translation:



- Upcoming learning needs assessment to guide the choice of educational topics, identify barriers to how members access AHPA online education, and determine how best to address these barriers.
- Engagement:
 - Provide opportunities for networking and making connections.
 - Continue to collaborate with other organizations.

12. **Adjournment**

The AHPA Annual General Meeting was adjourned at 20:51EST.

Motion: “*THAT the 2023 AHPA Annual General Meeting be adjourned.*” Moved by Mary Ellen Marcon seconded by Anne MacLeod.

Respectfully submitted,
Anne MacLeod
AHPA Past President



Awards Presentation
February 16th, 2023

AWARDS

Paul Adam informed the membership that the second component of the meeting would be the Awards Presentation.

1. Clinical Innovation Award

This award was created to recognize AHPA members who have designed and implemented an innovative clinical project or related initiative that benefits the lives of Canadians living with arthritis. This award showcases clinical initiatives including those that assess, treat, educate, or otherwise support people living with arthritis in new and innovative ways. Paul Adam, AHPA President, stated that sadly there were no applicants for the Clinical Innovation Award in 2022.

2. Carolyn Thomas Award

This award is given to the first author of the best scientific abstract and was established in honour of Carolyn Thomas as a founding member of the AHPA who supported research. Presented by Karine Toupin-April, Chair Research Committee, to Susan Bartlett for her project entitled: More than Half of Canadians with RA with a Lifetime History of Mood Disorders were Anxious or Depressed during the COVID-19 Pandemic.

3. Barbara Hanes Memorial Award

Given to the primary author of the best abstract submitted by an Occupational Therapist. This award was established by the AHPA in honour of Barbara Hanes who worked as an Occupational Therapy Director at the Arthritis Society, Ontario Division. She was active in teaching and a contributing author to the rheumatology textbook Physical Therapy in Arthritis. Presented by Paul Adam, AHPA President, to Karine Toupin-April for her research entitled: Going Beyond Pain: Virtual Meetings and Survey to Expand the JIA Option Map with Other Symptoms and Functional Activities.

4. Best Trainee Abstract Award

The Best Trainee Abstract Award was established to recognize research being done by allied health in summer studentships, graduate programs or post-doctoral fellowships. This award is given for the best scientific abstract submitted by a trainee. Presented by Karine Toupin-April, Chair Research Committee, to Ellen Wang for her project entitled: Inequities in Arthritis Care in Canada: The Black, Indigenous and Person of Colour (BIPOC) Experience.

5. Extraordinary Service Award

Generally presented at the ASM Gala Dinner, this award recognizes the contributions an AHPA member has made in advancing the mission, vision, and goals of our organization. While there is typically only a single winner, this year we had two individuals who both made exceptional contributions to our organization. They are Kristin Dillon and Anne MacLeod.



Kristin Dillon is an occupational therapist at Arthritis Society Canada where she works as a primary therapist and part-time clinical practice leader. Kristin joined our board in 2019 taking on the role of treasurer in 2020. This already complex role became even more so with the move to electronic banking, the addition of the ACPAC Special Interest Group to our organization, and the increasingly important role of cybersecurity. And while her term as treasurer ended in February 2022, she spent the remainder of the year providing considerable hands-on mentoring of the current treasurer while working conjointly with her on several special projects.

Anne MacLeod works as an Extended Role Practitioner in a variety of clinical settings including a shared care/collaborative practice with the sole rheumatologist in Thunder Bay, and Telehealth collaborative care clinics with pediatric rheumatologists from Sick Kids and the Children's Hospital at London Health Sciences Centre. Anne joined the AHPA board in 2019 as President-Elect, served two years as President, and in 2022 was the Past President. While too innumerable to describe, her contributions include re-working the organizational structure of the board, shepherding the launch of our new website, and being the ever present go-to person for our professional and patient partners. This past year the board had 5 vacant positions and so Anne took on additional tasks related to Communications and Sponsorship & Marketing.

6. Lifetime Achievement Award

Generally presented at the ASM Gala Dinner, this award is given to an individual who has demonstrated excellence through such characteristics as mentorship, initiative, quality innovation, leadership, enthusiasm, and ongoing commitment in Rheumatology.

This year's awardee is Noel Heath from Thunder Bay, Ontario.

Noel has been an occupational therapist at St. Joseph's Care Group since 1982 and was integral in the development of the Rheumatology Day Program for both inpatient and outpatient services. She continues to be an anchor in the rheumatology team.

Noel has been a mentor to many practitioners throughout her career. Her colleague who nominated her, spoke about how Noel's passion for arthritis care was the inspiration for her to continue working in arthritis and to pursue the Advanced Clinician Practitioner in Arthritis Care designation.

Besides mentoring colleagues and occupational therapy students, Noel has also organized and delivered courses on polyarthritis to practitioners throughout the region. Her passion for rheumatology can also be seen through participation and presentations at journal clubs, webinars, and conferences.

Noel is a strong advocate who works tirelessly to ensure patients receive care, both locally and throughout the region.

Noel is especially passionate about care equity for our Indigenous communities, where there is a significant gap in service, despite having a high prevalence of inflammatory arthritis. Noel worked to develop in-person triage clinics in a remote fly-in community, to provide more timely access and education in their home community.



During the pandemic, Noel also took the initiative to arrange video triage to assist with continuing patient care and decreasing wait times.

Countless patients have benefitted from Noel's excellent care. Her colleagues benefit from a passionate mentor. And the field of rheumatology benefits from her lifelong learning and commitment to advocating evolving models of care.

For her devotion to arthritis care and her exemplary clinical skills, Noel is our AHPA Lifetime Achievement Award recipient.

7. Appreciation Awards

Presented by Paul Adam, AHPA President, to Directors who have completed their terms on the Board, with kind words of gratitude for their skills and personal attributes.

- Anne MacLeod - Past President
- Kristin Dillon - Past Treasurer

Finally, Paul also thanked the entire Board for their expertise and organizational knowledge.

8. Adjourn 2117 EST



AHPA Annual General Meeting Attendance List

First Name	Last Name		First Name	Last Name
			Laura	Passalent
Andrea	Weagle		Leslie	Soever
Anne	MacLeod		Linda	Li
Jiji	Johnson		Lynne	Broderick
Diane	McGall		Michelle	Bridge
Ellen	Wang		Nada	Khairallah
Diane	Tin		Marie	Westby
				Russel-Doreleye rs
Elizabeth	Sutton		Marion	
Ellen	Wang		Mary Ellen	Marcon
Gillian	Grant		Paul	Adam
Jean -Francois	Lalande		Noel	Heath
Kristi	Whitney		Petra	Kodeda
Jill	Hall		Samantha	Holmgren
Julie	Herrington		Susan	MacQueen
Karen	Gordon		Susan	Bartlett
Karine	Toupin-April		Kristi	Whitney
Kim	Hall		Lisa	Robinson
Kristin	Dillon			