

2015 CAMPT AGM Minutes
June 18th, 2015, Halifax Delta Hotel, Halifax

Executive members present: Jack Miller (Past president), Darcy Doyle (President), Amy Fahlman (Vice president), Ève Chaput (Secretary/Treasurer), Anita Gross (IFOMPT Representative), Sabrina Ianni (Social Media Manager – non voting position) and 43 other CAMPT members.

1. **Opening Remarks:** Darcy Doyle welcomed members to the 2015 AGM and introduced the Executive Committee (EC).
2. **Minutes Approval from CAMPT 2014 AGM in Montreal:** A copy of the minutes have been circulated by email prior to this meeting (August 2014). Laurie Urban moved to accept the minutes as presented and Lenerdene Levesque seconded the motion, all present were in favour.
3. **Business arisen from the minutes from the President- Darcy Doyle**
 - A CAMPT SWOT analysis was developed:
 - The reported *strengths* were:
 - CAMPT's 3rd International Monitoring Complete.
 - McMaster joining CAMPT's Educational Institutions.
 - IFOMPT Standards committee members (2).
 - IFOMPT executive member (Anita Gross will put her name forward for one term).
 - IFOMPT views OMT in Canada as a united strong entity.
 - CAMPT has financial security to address weaknesses.
 - The reported *weaknesses* were:
 - Communication between our various organizations is lacking.
 - Large geographical area of Canada and the need to provide consistent training in all regions.
 - Fulfillment of the language requirements of bilingual country.
 - Poor awareness of CAMPT and OMT training by graduate level physiotherapists.
 - Lack of awareness of CAMPT within profession and in larger medical community and public.
 - The reported *opportunities* were:
 - Collaboration with both national and international associations (ie. AAOMPT, EC Americas).
 - Development of marketing campaign.
 - Students and prospective members at the university level
 - Medical personal and general public.
 - Increase value of membership.
 - Reciprocal Recognition with other IFOMPT countries.
 - The reported *threats* were:
 - Demographics of graduate level physiotherapists.
 - Conflicting Courses in Canada – both manipulation and non-manipulation based.
 - Losing membership to Canadian anti-spam laws.
 - a. 4 renewal notices were sent before due date (Nov, Dec, beginning of Jan, end of Jan), 1 after due date (Feb) and 1 reminder for late registrations directly to each email address (March).
4. **Report from Treasurer/Secretary- Eve Chaput**
 - The request for funds policy and procedures were explained as follow:

- Initial request should be submitted in letter form to the CAMPT Secretary and should include the following:
 1. What funds are needed?
 2. Why these funds are needed?
 3. Why such funds should be sourced from CAMPT?
 4. When such funds would be desired?
- The request will then be reviewed /debated at the next executive meeting.
- A written response will be provided to requesting group.
- The policy will be available on CAMPT website.
- Financial Report and Budget:
 - The financial audits continue to be performed by Michael Sutherland, CA in N.S.
 - The audited 2014 financial statements were presented (a copy was distributed online prior to the meeting and on site in a paper form).
 - Proposed financials for 2016 were presented.
 1. Shannon Michels accepted as proposed and Jill Robertson seconded. All present were in favour. Shannon Michels proposed an amendment to increase the office administration expenses to 5000\$. Lenerdene Levesque seconded it. All voted in favour, no abstentions. Financial statement will be available online under the member section of CAMPT's website.

5. Report from the Vice president-Amy Fahlman

- Taken actions and suggestions of future actions to overcome some of the weaknesses of the CAMPT SWOT analysis were presented:
 - To address the lack of *communication* within our various educational institutional and vested interest groups, to the public, referring health care providers and potential members:
 - A collaborative Working Group was formed with members of various Canadian orthopaedic groups with the goal of promoting OMT.
 - CAMPT – Vice president.
 - Ortho Div – Blayne Burrows.
 - Western University – Jackie Sadi.
 - Education Committee – Heather Gillis.
 - The membership was reminded to consult CAMPT with any issues regarding IFOMPT matters.
 - To address the lack of *awareness* of CAMPT:
 - Within profession and in larger medical community and public.
 - Pamphlets and Power Point presentation intended for the profession, medical community, and public were produced and are both available in English and French on CAMPT website.
 - Straight facts about manipulative therapy
 - General information for patients
 - Presentation for doctors
 - Educational videos intended for the community are available on the website.
 - Why an FCAMPT therapist?
 - Treating neck pain
 - Treating ankle sprains
 - Treating tennis elbow
 - Discussion from the floor mentioned to the membership that patient testimonies for advertisement are prohibited in Ontario (so should possibly not be included on the website).
 - In graduate level physiotherapists.

- Pamphlets and Power Point presentation intended for physiotherapy students were produced and are both available on CAMPT website.
 - Why be FCAMPT certified?
 - Presentation for students
 - To address the lack of *perceived value to membership* of CAMPT:
 - A marketing strategy will be developed to continue to raise awareness of CAMPT.
 - Manipulation refresher courses:
 - Will continue to be organized.
 - Two were organized last year (Montreal in April, Calgary in Nov).
 - One will be organized next year. Jill Roberston has shown interest in teaching a course.
 - Members were invited to contact CAMPT if they had interest in teaching a course.
 - Newsletters written by Physiopedia with information on the latest publications in manual therapy were provided to the members in 2014. They are now distributed for free by IFOMPT. CAMPT has therefore ceased its membership with Physiopedia.
 - Journal subscription for Members:
 - Manual Therapy is CAMPT's official journal.
 - CAMPT will subscribe all its members to Manual Therapy in the near future.
 - The CAMPT website was revamped.
 - A retention strategy will be developed:
 - CAMPT has lost membership to anti-spam laws.
 - 606 Members current, 604 last year this time.
 - Membership is due by January 31 each year.
 - Jill Roberston and Lorrie Maffey discussed the need of paying their due with CAMPT and promote their FCAMPT training.
 - Someone from the floor discussed the idea of having a joint initiative with OD and CAMPT.
 - Michael Ritchie suggested CAMPT give out a 200\$ grant to the best student in manual therapy at each university. Terry Woodard from University of Manitoba reported that the best students in orthopaedic manual therapy apply to do extra training sessions and earn placements with FCAMPT physiotherapists.
 - CAMPT will investigate the proposals. An award or CAMPT lunch could be considered.
 - To address the *language requirements* of a bilingual country
 - All mentioned resources have French versions available except for the new website. It will be translated within the next year.

6. Report from the Social Media Manager-Sabrina Ianni

- CAMPT is trying to spread what CAMPT is to the general population, physiotherapists and students on different social medias:
 - Facebook:
 - Target patient population
 - Increase awareness about manual therapy
 - Inform about conditions, treatment options, and management
 - 272 likes so far
 - LinkedIn
 - Target professionals
 - Post articles of interest in field of manual therapy

- Professional networking
- 296 likes so far
- Twitter
 - Target professionals and general public
 - Provide links to topics of interest in the field
 - Professional networking
 - International networking (IFOMPT, AAOMPT, etc)
 - 289 followers so far
 - Physiotherapists from organisations from over the world follow each other.
 - Discussion was done on the functioning and permanence of postings on Twitter.

7. Report from the Past President Jack Miller

- Defense of trademark:
 - CAMPT/FCAMPT is a protected title.
 - “Canadian Academy of Manipulative Physical Therapy” and “CAMPT” fully trademarked names.
 - Imperative that to maintain legal status trademark you must demonstrate “ongoing defense” of its use.
 - Standard Compliance letter has been created.
 - CAMPT has been actively protecting Trademark.
 - Executive became aware of the use of the title “CAMT” – A Canadian Approach” in advertising a educational program in the USA.
 - Cease and desist notice was given to the program organizer.
 - Legal letter was received from solicitor of the organizer with threats to litigate CAMPT for use of our trademarked title.
 - Discussions between CAMPT and program lecturer lead to organizer withdrawing use of “CAMT” title in all advertising by organizer.
 - Shannon Michels expressed that it is the responsibility of each member to reinforce this practice and contact CAMPT if somebody is found to use the FCAMPT title without paying its due.
- COMTA
 - Canadian Orthopractic Manual Therapy Association.
 - An arms-length body to advocate for safe use of manipulative therapy procedures and maintenance of scope of practice.
 - Separate executive from CAMPT.
 - Worked well in defense of the Physiotherapist being sued.
 - *COMTA MISSION STATEMENT* :
 - The Canadian Orthopractic Manual Therapy Association is a multidisciplinary organization of clinical specialists, basic scientists, and educators dedicated to providing the public, fellow healthcare professionals, government and funding agencies with guidelines on the provision of safe and effective manual therapy including mobilization and manipulation.
 - The Association will seek to influence policy in the public and private sectors; build alliances between the professions; and foster and sponsor scientific research and education.
 - The Association is open to all professional groups that support the orthopractic philosophy, granting membership according to their respective qualifications.
 - Has been “held in reserve” since that time.
 - Currently fully funded by CAMPT.
 - \$650.00 / year.

- CAMPT exec wishes to engage membership in decision of future of CAMPT – COMTA relationship.
- Carol Kennedy put out a motion from the floor for CAMPT to cease funding COMTA. Jill Robertson seconded it. No discussion or amendment. All were in favour.
- Constitutional amendments
 - Executive proposes 4 constitutional amendments.
 - Purpose of amendments are to:
 - Protect current assets and ensure fiscal responsibility of CAMPT.
 - Provide for transitional period for IFOMPT Rep.
 - Define term of office of all CAMPT exec members.
 - Evolve CAMPT’s voting process to more members.
 - Were circulated to CAMPT membership by email.
- **AMENDMENT 1** Proposed AGM in Halifax 2015
Restricted Assets and Contingencies policy CAMPT:
 - CAMPT has the responsibility to maintain a sound fiscal position. Operational expenditures are projected in the budget that is approved annually at the CAMPT AGM. Along with meeting its internal obligations, CAMPT is committed to assisting the development of orthopaedic manipulative therapy. Such assistance may be in the form of grants to external agencies both within Canada and internationally.
 1. CAMPT will restrict the expenditure of funds to external agencies in any fiscal year to less than 20% of the annual CAMPT membership dues collected in that year. This restriction may be increased up to 50% by an electronic mail-in plebiscite of all CAMPT members voting in favour of an exception by a simple majority of the votes.
 2. CAMPT will maintain net assets equivalent to two years estimated expenses to ensure there are adequate funds on hand in case of unforeseen events.
 3. Any seed money loans provided by CAMPT must be repaid in full within one (1) year of their disbursement. Any loan not fully repaid within that period will have interest charged on all outstanding funds. The interest will be calculated at the prime rate of interest of the Bank of Canada plus 2%. The interest will be calculated on the full amount loaned from the date of disbursement to the date of full repayment.
 - Angela Growse put out a motion from the floor for CAMPT to accept proposed amendment # 1. Robert Werstine seconded it. There was no opposed or abstention. All were in favour.
- **AMENDMENT 2** Proposed AGM in Halifax 2015
IFOMPT Representative
 - The IFOMPT representative is an executive position within CAMPT that has its primary roles of representing and forwarding the interests of CAMPT within the IFOMPT organization. CAMPT recognizes the value of establishing longer-term relationships with the IFOMPT Executive and to other Member Organizations within IFOMPT. CAMPT recognizes the need to achieve a reasonable level of IFOMPT representation continuity while also ensuring reasonable succession.
 - Effective September 1, 2015:
 1. The term of the IFOMPT representative shall not exceed the period of two (2) consecutive IFOMPT Congresses. These are currently convened on a four (4) year period. The IFOMPT representative will begin his/her term as the “Junior Representative” (see below) at the mid-point between the second inter-IFOMPT Congress (at the 6 year mark of the previous IFOMPT Representative’s 8-year term). The IFOMPT Representative shall attend one Congress as the Junior

Representative and the following Congress as the full Representative following which he/she shall cease their role and the portfolio shall pass to the Junior Representative.

2. The role of Junior IFOMPT Representative shall be created. The Junior representative shall be elected at the same time as the incoming CAMPT Executive following the standard election procedures of the other Executives. The Junior IFOMPT Representative shall participate in CAMPT meetings but not have voting rights on the Executive. The Junior Representative shall have travel and related expenses paid to one (1) IFOMPT Congress and up to two (2) CAMPT Annual General Meetings. The Junior IFOMPT Executive shall undertake to liaise with the IFOMPT representative and support their role as required.
 3. The Junior IFOMPT Representative shall proceed to the position of the IFOMPT Representative at the conclusion of following IFOMPT Congress or at any time when the IFOMPT Representative is unable to continue in their role.
- Lenerdene Levesque put out a motion from the floor for CAMPT to accept proposed amendment # 2. Murray MacHutchon seconded it. There was no opposed or abstention. All were in favour.

○ **AMENDMENT 3 Proposed AGM in Halifax 2015**

Election of CAMPT Secretary/Treasurer

- The role of CAMPT Secretary/Treasurer is integral to the effective functioning of the organization. The Executive position of Vice-President is elected at every second CAMPT Annual General Meeting. This position then transitions to President and Past-President. CAMPT wishes to achieve a reasonable level continuity between CAMPT incoming and outgoing Executives while also ensuring reasonable succession.
- Effective September 1, 2015 CAMPT will:
 1. The role of Secretary shall be one six (6) year term. The position shall be elected at the same time as the incoming CAMPT Executive following the standard election procedures of the other Executives.
 2. Following the election of the incoming Secretary, the immediate past Secretary shall forfeit all Executive voting rights however remain in office for a minimum of three (3) months and up to a maximum of six (6) months to effect a seamless transition to the incoming Secretary
 3. The immediate past Secretary shall surrender all signing authority on all CAMPT bank accounts and provide originals of all banking documents within six (6) months) of the election of the incoming Secretary.
 4. The immediate past Secretary shall provide the incoming Secretary with an electronic version of all relevant correspondence related to the functions of the position of Secretary within six (6) months of the election of the incoming Secretary.
- Shannon Michels put a motion to amend the amendment to have the election of the secretary/treasurer on the off year of the incoming CAMPT executive. Troy Seely seconded it. All in favour.
- Carol Kennedy put out a motion from the floor for CAMPT to accept proposed amendment # 1. Shannon Michels seconded it. There was no opposed or abstention. All were in favour.

○ **AMENDMENT 4 Proposed AGM Halifax 2015**

Voting by electronic ballot

- Voting of executive officers may be accepted by electronic ballot in the form of an email, facsimile or comparable electronic communication system.

- Effective September 1, 2015:
 1. The electronic ballot shall be announced to the membership not less than thirty (30) days prior to the day of the election.
 2. Only CAMPT Fellows in good standing shall be permitted to cast such votes.
 3. The Secretary shall receive and tally these votes and confirm the CAMPT registration of each ballot received.
 4. The Secretary shall retain the electronic votes in a confidential manner and add these to the physical votes cast at the election meeting.
 5. The President shall confirm the tally of electronic and physical votes and announce the election results to the meeting participants and the membership at large.
- Andrea McCalister put out a motion for CAMPT to accept proposed amendment # 1. Terry Woodard seconded it. There was no opposed or abstention. All were in favour.
- IFOMPT Americas Development Committee:
 - Originally formed by Mike Ritchie
 - Originally called “Education Committee Americas”
 - Current Executive:
 - Chris Showalter (USA) Co-chair
 - Jack Miller (Canada) Co-chair
 - Phil Sizer (USA) Secretary
 - Rob Werstine (Canada) Treasurer
 - Jointly funded by AAOMPT and CAMPT
 - 2014 seed funding of \$3000.00 CND by CAMPT Mission: to assist in the development of South and Central American countries to develop IFOMPT Registered Interest Groups (RIG’s) and progress towards full IFOMPT Member Organization (MO’s)
 - RIG’s now fully formed and registered with IFOMPT in:
 - Chile
 - Columbia
 - RIG’s currently in development stages in:
 - Argentina
 - Peru
 - Brazil

8. IFOMPT Report: Anita Gross

- The Vision: "World-wide promotion of excellence and unity in clinical and academic standards for manual/musculoskeletal physiotherapists."
- IFOMPT executive committee:
 - President: Annalie Basson (SA)
 - Vice President/ – Ed/Research: Duncan Reid (NZ)
 - Communications: K Olson (US)
 - Treasurer : E Thoomes (NETH)
 - L Finucane (UK)
 - Office Manager: Ingrid du Toit
- IFOMPT Strategic Priorities
 - Branding:
 - External company appointed to advise branding strategy, to guide us in the development of brand identity and approach to communication.
 - Our strapline is “The Global Leader in OMT Excellence”
 - Logo renewal:

- 2 were brought forward but the MO felt they were too similar to the past logo. Active discussion has occurred since.
 - Logo should convey:
 - IFOMPT is a GLOBAL organization
 - We are MANUAL therapists
 - MOVEMENT of the HUMAN BODY is important to us
 - Name change: Discussion to change Manipulative to musculoskeletal
 - Website development: a company has been hired to modernize the website and add functionality around the use on mobile devices and social media.
 - Communication method review: more use of social media and update the website is being explored.
- Educational Standards:
 - The Standards Committee has spent considerable time reviewing and updating the standards document and process. Next draft June 2015 and completion scheduled for Sept 2015.
 - A Standards Workshop was hosted in Singapore on May 1, 2015 to increase feedback to the Standards Committee.
 - It was excellent.
 - We sent 2 delegates (Anita Gross, Eve Chaput) and invited each education institution to send one delegate each (Dave Walton, Pierre Langevin).
 - Topics:
 - Lines of communication within your organization
 - Organization structure of educational programs with MO and IFOMPT
 - Next International Consensus document: Differential Diagnosis with red flags.
- Communication:
 - This has been a strong focus of last year. A communication policy is being developed with an external company to advise IFOMPT.
 - Social media – twitter page (724); facebook page (480 followers); updated to make social media and hand held devices compatible
 - Website modernized – the goal is to become the preferred point of interest in the field of manual therapy and exercise.
 - We are considering evolving a new domain name “@physiotherapy “ to build stakeholder interaction.
 - IFOMPT reports are being sent regularly through newsletters i-blasts.
- Research:
 - The goal is to develop a “pull-push” mechanism of research exchange through our website and social media so to disseminate information and interactively exchange information.
 - Newsletter – “Evidence Release” updates us on the latest research on manual therapy and exercise and is disseminated to all members.
 - Manual Therapy Research Review – take selected articles, critically review them and then disseminate these reviews.
- Growth of RIGs and MOs:
 - Potential new RIG – Slavenia
 - New RIG – Columbia, Poland
 - IFOMPT Americas Regional Group – CAMPT, AAOMPT to make in roads in South America
- Finances:
 - Financial policies are in place and managed by the treasurer.
 - The 2014 financial statement has been audited.

- Leadership:
 - IFOMPT executive and Standards Committee will be losing members.
 - Strategy for identifying leaders is in place.
 - Identify suitable candidates for elections. Anita Gross will submit her name for one term.
- The membership is invited to the IFOMPT 2016 conference in Glasgow on 4-8 July 2016.

9. Report from the President-Darcy Doyle

- Western University and Orthopaedic Division Grads
 - Given 1 year free membership
- PFC Research Fund Awarded
 - Christopher Napier from UBC was the 2015 recipient for his project entitled: Is quadriceps dysfunction common in individuals with patellofemoral pain?
- Reciprocal Recognition with USA and New Zealand.
- France and CAMPT: CAMPT is gathering all the information to get a better understanding of possible CAMPT involvement in France becoming a RIG.
- IFOMPT International Monitoring (IM) Update
 - Successfully Completed 3rd IM June 3rd, 2015
 - Educational Institutes:
 - CPA-OD, Western University and McMaster
 - UBC - “in process”
 - Process for the 3rd IM :
 - Oct. 20, 2014 - Canada’s 3rd IM Full submission Submitted to IFOMPT Standards Committee.
 - Feb 16, 2015 – IFOMPT SC responded requesting more information / clarification due by May 31, 2015.
 - April 12, 2015 - Submitted additional information.
 - June 3, 2015 – CAMPT notified 3rd IM successfully completed.
 - June 8, 2015 – CAMPT sent letters to each educational program regarding the successful completion of the 3rd IM.
 - **Achieved IFOMPT accreditation and moved to 6 year monitoring!**
 - *Next Official Submission Due March 31, 2020*
 - This achievement is a reflection of the outstanding work by the educational programs in providing advanced OMT training and making great strides in meeting internationally recognized standards.
 - Canada should be very proud of where we stand in the IFOMPT IM process.
 - ***External Assessing Reports Required to CAMPT***
 - a. June 30, 2016
 - b. March 31, 2018
 - c. December 31, 2019
 - Western - No outstanding conditions
 - CPA-OD – Outstanding condition: Research project must be in place by 2020
 - Election:
 - **CAMPT Vice President**
 - a. Current nomination – Erik Schmidt
 - b. No any other nomination.
 - c. Erik Schmidt was elected by acclamation.
 - **Junior IFOMPT representative**
 - a. Current Nominations

- i. Paolo Sanzo
 - ii. Rob Werstine
- No other nominations were made from the floor.
- Voting took place by secret ballot and Paolo Sanzo was elected.
- New CAMPT Executive at the end of the AGM:
 - Vice President – Erik Schmidt
 - President – Amy Fahlman
 - Past President – Darcy Doyle
 - Secretary / Treasurer – Eve Chaput
 - IFOMPT Representative – Anita Gross
 - Junior IFOMPT Representative – Paolo Sanzo
 - Social Media Manager - Sabrina Ianni
 - Outgoing Past President – Jack Miller (Dad)
- Lifetime Membership Award:
 - Granted to individuals who have provided outstanding, long term-service for more than 10 years in the advancement of OMT
 - This Years Recipients:
 - a. Richard Bourassa
 - b. Francois Landry
 - c. Therese Lord
 - d. Michael Ritchie
 - * John Oldham was given his 2014 recipient

10. **Meeting adjourned-** Motion to adjourn made by Jill Robertson seconded by Shannon Michels.