

2019 ANNUAL REPORT



College of Physiotherapists of Manitoba

MISSION

To protect the public interest through regulation of physiotherapists in Manitoba.

VISION

Recognized as a leader in public protection, influencing the future direction and regulation of physiotherapy.

VALUES

We strive for excellence through:

- Integrity
- Respect
- Transparency
- Collaboration

... for public protection

Every physiotherapist who practices in Manitoba must be a registered member of the College of Physiotherapists of Manitoba (CPM).

CPM is a self-supported professional body that regulates the practice of physiotherapy in Manitoba. CPM receives its regulatory authority from *The Physiotherapists Act of Manitoba (2001)*.

CPM is responsible for:

- Setting standards of practice
- Registering only qualified physiotherapists who wish to practice in Manitoba
- Ensuring that complaints of malpractice, misconduct or incompetence involving physiotherapists are thoroughly investigated and that appropriate action is taken
- Maintaining a Continuing Competency Program that requires members to demonstrate that they have engaged in activities to maintain and enhance their ability to practice

MESSAGE FROM VICE CHAIR OF COUNCIL

Respectfully Submitted By Janis Lumsden, Vice Chair of Council

As the Vice Chair of CPM Council, I have the honour of authoring the annual message from Council Executive. CPM Council works together as team, along with the professional and office staff, to carry out the work of CPM. The Council and staff are grateful to be supported by the committees, volunteers and the registrants of CPM. Together we seek to ensure the public is served in a professional, safe, and effective way by Manitoba's physiotherapists.

CPM's vision is to be "*Recognized as a leader in public protection, influencing the future direction and regulation of physiotherapy*".

I first sat on Council almost three decades ago. As I write this, I am just finishing my first year back on Council since then. I think back to how much CPM has changed since I chaired Council in the early 1990s. The changes in those three decades are of course remarkable; from the technical modernization, to the staggering number of volunteers supporting the College, and so much more. Even back then, I think we may have safely predicted that our profession and its regulatory body would have grown significantly. Did we have the forward vision to see all that lay ahead, back all those years?

True to our stated vision, CPM has made strides in leading the province and the country in the regulation of health care professions. We continue to find opportunities to collaborate with regulatory bodies in Manitoba and keep up to date on physiotherapy regulators nationally.

However, there are some things we could never have had the vision to see back then. There was simply no predicting that as I write this in 2020, we would be in the throws of a global pandemic that has sent waves through all health care practitioners. Physiotherapists have had to make sweeping changes to respond to the public health directives and continue serving clients. They have done so with grace and professionalism. CPM has supported those changes with the protection of the public at the forefront.

As 2020 progresses, what else might we envision? Hopefully next year as a Council member writes this message it will be in a calmer, more settled time. Until then, we, the Council of CPM, will continue to do our work with the clearest vision we can muster, keeping our mandate of protection of the public steadily in our sights.

2019 COUNCIL

Front Row, Left to Right:

Caylie Young, Leslie Wilder, Amelia Sedor, Mark Garrett

Back Row, Left to Right:

Kelli Berzuk, Barry Smith, D'Arcy Bain, Jan Lumsden, Ray Hoemsen



Missing From Group Photograph:



Susan Bowman



Kyle Bergen

CHAIR OF COUNCIL

Mark Garrett

ELECTED REPRESENTATIVES

D'Arcy Bain, Kelli Berzuk, Susan Bowman,
Janis Lumsden, Amelia Sedor

PUBLIC MEMBERS

Ray Hoemsen (CPM Public Member),
Barry Smith (Government-Appointed Public Member),
Leslie Wilder (CPM Public Member)

STUDENT MEMBERS

Kyle Bergen (MPT 1), Caylie Young (MPT 2)

REGISTRAR'S REPORT

Respectfully Submitted By Brenda McKechnie, Registrar and Executive Director

As I begin to write a report about the year 2019, I realize that it has been almost 20 years since the current *Physiotherapists Act* was proclaimed in 2000. At the time of proclamation, it was an innovative piece of legislation and guided College activities for a good many years. Sadly, it has become out of date, partly because of technological advances which our 2000 Act did not foresee. Hope is on the horizon as CPM works toward coming under the *Regulated Health Professions Act (RHPA)*. Manitoba Health has put CPM into the numbered queue so it is only a matter of time. Technological advance has driven many things in health care. Twenty years ago, we were concerned that as the calendar turned from 1999 to 2000, there would be massive world-wide breakdown of all computer systems and equipment. Of course this did not come to be. However, the changes we have seen in the world over the past twenty years have been enormous, and ones we never predicted. It is challenging to continue the work of an organization such as the College of Physiotherapists of Manitoba amid such overwhelming changes, globally and locally. In this report, we will provide you with a sense of the issues CPM has been dealing with over the past year.

Starting with good news, we learned that Moni Fricke's paper on the CPM Continuing Competence Program was accepted for presentation at the World Confederation of Physical Therapy in Zurich, Switzerland in 2019. Her presentation was well received and Council was very pleased to see CPM on the global front of the profession. Later in the spring, Council was delighted to hear that Susan Bowman, who has served as Council Chair and currently sits on Council, was awarded the prestigious Susan Macdonald Award from the Manitoba Physiotherapy Association. The award is presented in recognition and memory of Susan A. Macdonald's leadership and accomplishments. It is awarded annually to a member of MPA who has made a significant contribution to the profession. Susan Bowman is well deserving of this award, for her work on CPM Council as well as her other professional commitments.

Moni Fricke continued to coordinate the work of the Legislative Committee through 2019. She was instrumental in developing draft Regulations in order to come under the RHPA. Moni and staff of CPM met in 2019 with Manitoba Health to discuss these Regulations, the proposed direction we intended to proceed with in respect to registration categories, the reserved acts we wish to select for the profession and other topics to ensure that we are heading in the right direction. It was a very positive meeting which provided CPM with further insight and direction. We are well on our way to being ready when our turn comes up.

The College's Jurisprudence module was developed as a joint project with several other regulators, to prepare our registrants for the transition to the new legislation. It has been, up until now, a voluntary activity. However, with minimal up take by the registrants (at only 14%), it will become a mandatory activity to register to practice at renewal time for 2021 and for those entering the practice register category during the year.

REGISTRAR'S REPORT

Respectfully Submitted By Brenda McKechnie, Registrar and Executive Director

One of the issues that the Physiotherapy Regulators and CPM dealt with during 2019, was negative press about medical insurance fraud, particularly, but not exclusively, in Ontario. This did involve physiotherapists. Advertising issues were predominant throughout 2019, with ongoing problems with the presence of testimonials on Facebook sites, use of the word “specialized”, and advertising to the public to “use up your benefits at the end of the coverage year” (whether you need physiotherapy services or not). We also found a number of other businesses advertising that they provide physiotherapy services, when in fact there was no physiotherapist on staff. Sometimes the business is owned by a non-physiotherapist who employs a physiotherapist and the owner advertises in such a fashion that the public thinks the clinic is a “physiotherapy” clinic and the owner is a physiotherapist.

Several members reported data breaches and lost client records in 2019. Sometimes, this occurred following a computer breach or clinic break in. CPM will be formulating guidance for members in 2020 on this topic, following some research. Medical Assistance in Dying (MAID) and the use of cannabis were topics of great interest in 2019. CPM developed guidelines for both topics.

CPM continued to see an increase in registrants who did not renew their liability insurance coverage in a timely fashion. When a member cannot provide evidence of professional liability insurance coverage at renewal time, this is when it is recognized that there has been a lapse. Sometimes, the lapses are for 120 days or more. This is a serious issue - to be practicing without professional liability insurance for a period of time - as it leaves the public unprotected. In 2019, a registrant who had a large gap in his coverage, was taken to the Inquiry Committee.

In 2019, all regulators across Canada and in every profession, had eyes on British Columbia where the College of Dental Surgeons were found by the BC government to not be acting in the best interest of the public. The BC government hired Harry Cayton, from the UK Health Professions Council, to undertake an investigation on the Dental Surgeons and make recommendations. The recommendations came out in 2019 and the B.C. government is now working to bring the recommendations to fruition. The recommendations have wide spread implications. As an example, it is proposed that a new structure for regulation will come into effect which will reduce the number of regulated professions (22) to only five categories. What this means for physiotherapy in B.C. is that they would no longer be self-regulating as the College of Physiotherapists of BC would be merged into a group of “allied” professions.

The Cayton report has had an impact on the Council of the College of Physiotherapists of Manitoba. Council is consciously reviewing and considering its public protection mandate in all of its decisions. Council members are carefully looking at how CPM does its work and how it can be done more efficiently and effectively. As an example, a Policy Writer was hired a few year ago to assist in policy writing for the CPM committees. Council is now considering ways to expand her role. You will see more changes as we move forward into 2020.

REGISTRAR'S REPORT

Respectfully Submitted By Brenda McKechnie, Registrar and Executive Director

In order to better understand their role as Council members, Council attended a workshop in the fall presented by the Council on Licensure Enforcement and Regulation (CLEAR), a preeminent Regulation organization that provides education on governance, investigations etc. Many new ideas were brought forward from Council, following this workshop, that Council have implemented or are working on.

In 2019, CPM replaced its previous accounting firm with BDO and decided to implement a financial audit as opposed to the financial reviews of the past few years. Council is anticipating this move will strengthen its accountability to the membership and public. As well, Council plans to review and update the financial policies to be more efficient and effective.

The Ethics Committee became a Standing Committee in 2019 as the amount of ongoing work the Committee was doing really surpassed the notion of an Ad Hoc Committee. Over 2019, they reviewed the National Code of Ethical Behaviour and compared it to the current Code of Ethics. As well, they produced a series of newsletter articles to inform members of good ethical behavior. The Committee realizes that the Code of Ethics and professionalism closely intersect and more work needs to be undertaken.

The Board of Assessors continued, in 2019, to oversee issues about registration including results of the Physiotherapy Competency Examination, and reviewed and updated registration directives (policies). There was on-going discussions in 2019 about the model of supervised practice for Examination Candidates and whether the model required updating. As well, the Board of Assessors received an increased number of requests for extension of practice licenses for members who felt they needed an increased amount of time to prepare for the Physiotherapy Competency Examination.

The Practice Standards Committee worked closely with CPM's Policy Writer to update several Practice Directions; 4.11 Oxygen Management and Administration has been revised. Work continues on 4.8 Physiotherapists Assigning Physiotherapy Care. However, a great deal of time was spent on 4.22 Physiotherapy Treatment of Pelvic Floor Dysfunction. There was considerable research on the topic undertaken by the Committee and Policy Writer. Work to engage the membership through a survey was undertaken and several iterations of a draft document were written. Work will continue on the Pelvic Floor document into 2020.

Other Directions and Guidelines that were approved by Council include 4.32 Interprofessional Collaborative Care and various Continuing Competency Program Directions. The CPM Concussion Management Committee reviewed a proposed policy on Concussion Care developed by the Registrars of the Canadian Alliance of Physiotherapy Regulators (CAPR) and approved the document, which was then sent to Council for approval. The full list of updated Practice Directions can be found on the CPM website (www.manitobaphysio.com).

REGISTRAR'S REPORT

Respectfully Submitted By Brenda McKechnie, Registrar and Executive Director

In December 2019, the first part of an Inquiry hearing began, but was not completed, until January 2020. Results of this Inquiry will be published in the 2020 Annual Report.

The College of Physiotherapists of Manitoba is represented at Canadian Alliance of Physiotherapy Regulators (CAPR) meetings by the Registrar. There has been much work done at the CAPR table on issues such as Memorandums of Agreement on Cross Border Services and Telehealth. Recognizing that the environment is rapidly changing, CAPR is looking at innovation strategies to undertake future work.

CPM has also worked with other partners in 2019, such as the Manitoba Institute on Patient Safety, which is looking at critical incident reporting for health professions; The Office of the Fairness Commissioner, which administers the *Fair Practices in Regulated Health Professions Act*; and with the College of Rehabilitation Sciences, the College of Occupational Therapists of Manitoba, and the Manitoba Association of Registered Respiratory Therapists, to develop a grant proposal to look at enhancing internationally educated professionals entrance into the professions.

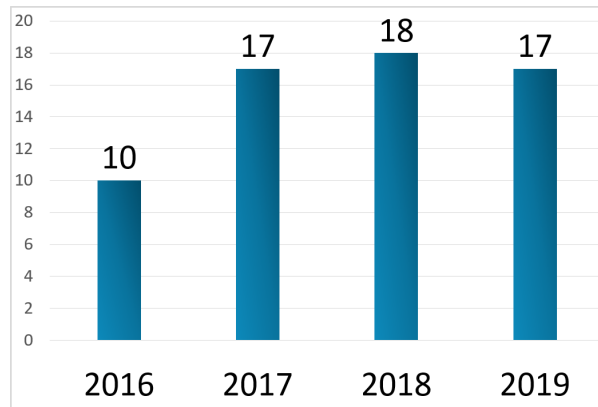
CPM Council had two students on Council this year, Kyle Bergen (MPT 1) and Caylie Young (MPT 2), who represented the student perspective very well on Council. Both will be great leaders of the profession in the future! Kathy Johnson was welcomed as the new Complaints Coordinator in January 2019. In taking this position, Kathy had to resign her position on Council and Amy Sedor stepped into Kathy's position on Council. At the end of 2019, CPM hired Heather Kattenfeld as the new Continuing Competence Program Coordinator. CPM welcomes all new participants in the work of CPM during the 2019 year.

The College has much work to do in 2020. Projects that are carrying over from 2019 will need to be completed. Council will be at the end of its five-year strategic plan and will need to develop a direction for the next five years, which will likely involve an innovation component.

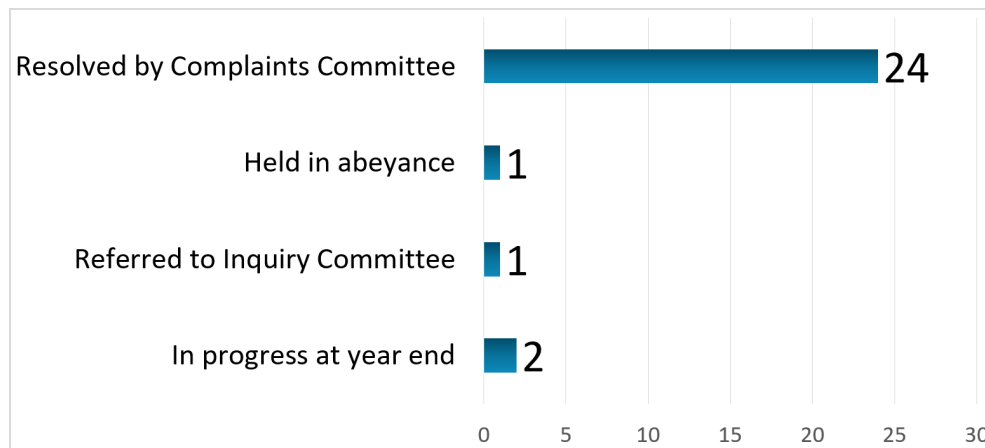
COMPLAINTS COMMITTEE REPORT

Respectfully Submitted By Kathy Johnson, Complaints Coordinator

Complaints Received



Complaints Dispositions 2019



24 complaints were resolved in 2019, as a number of complaints were carried over from previous years. Of the complaints resolved in 2019, five involved registrants entering into an agreement. This is one of the many options available to the Complaints Committee in resolving a complaint. As examples, the agreement may include:

- monitoring the registrant's practice.
- having the registrant complete a specified course of studies. A number of agreements were done in consultation with the Clinician Assessment Unit of University of Manitoba.
- chart audits.

Censure is another option that was used in resolution of a number of complaints. Censure is an official reprimand, usually delivered in the form of a letter which remains on a registrant's file for a seven year period.

COMPLAINTS COMMITTEE REPORT

Respectfully Submitted By Kathy Johnson, Complaints Coordinator

Types of New Complaints Received in 2019

Professional liability insurance lapses	10
Unskilled practice	1
Professional misconduct/unprofessional behavior*	5
Inappropriate business practice	1

*The category professional misconduct/unprofessional behavior, may include, but is not limited to: boundary issues, conflict of interest, respect of privacy and poor communication.

Complaints Referred By:

Registrar	10
Public	7
Registrants of CPM	0

Outcomes of Complaints Resolved By the Complaints Committee in 2019

RESOLUTION	Year complaint lodged		
	2017	2018	2019
No action required		3	10
Censure		2	3
Registrant entered into an agreement	2	3	
Referred to Inquiry			1
Held in abeyance			1

Notes:

A total of 24 complaints were resolved by the Complaints Committee. One complaint held in abeyance.

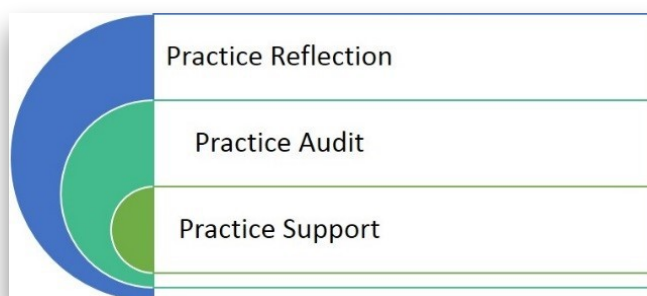
One complaint against a non-physiotherapy owned clinic was dismissed as the Committee had no jurisdiction.

CONTINUING COMPETENCE COMMITTEE REPORT

Respectfully Submitted By Moni Fricke, Coordinator, Continuing Competence and Janis Lumsden, Chair, Continuing Competence Committee

The College of Physiotherapists of Manitoba (CPM) in accordance with Part 7 of the [Regulated Health Professions Act](#) (RHPA) of Manitoba has developed a Continuing Competency Program (CCP) which consists of three components (Figure 1).

Figure 1. CPM Continuing Competence Framework



Practice Reflection

The Practice Reflection component of the CCP in place since 2010 consists of registrants identifying their own two professional learning goals for the coming year and reflecting on their learning outcomes the following year. All registrants of CPM are encouraged to participate annually, while 20% of registrants are requested to submit their learning goals or accomplishment statements electronically for peer review. In 2019, 77% of registrants (including Active, In-active and Exam Candidates) self-declared completing their learning goals for the year. It is anticipated that participation in this component of the CCP will be a requirement for annual registration once the necessary Regulations are in place and physiotherapists in Manitoba are functioning under the RHPA.

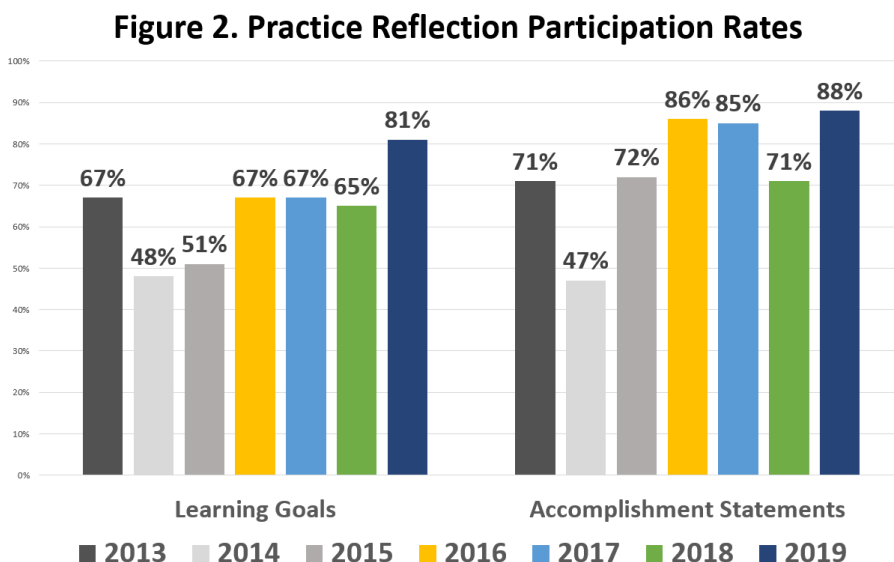
Participation Rates in 2019

Over 270 registrants from the active and inactive register were selected for peer review in 2019: 192 to submit Learning Goals and 84 to submit Accomplishment Statements based on the prior year's Learning Goal submissions. This equates to 31% of the 903 active and inactive registrants with the College of Physiotherapists of Manitoba. Seven deferrals of participation in the Practice Reflection component of the CCP were requested in 2019, one for reasons of pending retirement, three for pending maternity leave, two for health reasons and one for "other" reasons. Of the 276 selected to participate, 227 submitted which equates to 25% of registrants submitted overall. The Continuing Competence Evaluation Committee (CCEC) is divided into five pairs to complete the review of the submitted Learning Goals and

CONTINUING COMPETENCE COMMITTEE REPORT

Respectfully Submitted By Moni Fricke, Coordinator, Continuing Competence and Janis Lumsden, Chair, Continuing Competence Committee

Accomplishment Statements. Each pair in 2019 reviewed more than 90 submissions each. Participation rates in the peer review process of both Learning Goal and Accomplishment Statement submissions from 2015-2019 are depicted in Figure 2.



Practice Audit

The Practice Audit component of the CCP continued in 2019 with the practice audits of 32 individuals, 22 (69%) of whom provided evidence of consistently meeting all practice standards of the College; and 9 of whom were identified as not consistently applying all standards of practice but no safety concerns were noted. Similar to 2018, one individual demonstrated two or more professional standards that were not consistently applied to practice and a quality concern was raised requiring ongoing learning or improvement; this individual was subsequently provided practice support.

Two non-clinical practice audits for those registrants who work in areas of management, education and or research but continue to use the title of “physiotherapist” in their work were completed in 2019. While patient chart reviews are excluded from these audits, other relevant practice questions are included and modified for their specific context of practice. By the end of 2019, 94 registrants have undergone a practice audit, 73 of whom (78%) were found to consistently meet all practice directions.

CONTINUING COMPETENCE COMMITTEE REPORT

Respectfully Submitted By Moni Fricke, Coordinator, Continuing Competence and Janis Lumsden, Chair, Continuing Competence Committee

Practice Support

The Practice Support component of the CCP was utilized in 2019 with one registrant, where the Continuing Competence Committee developed an individual learning and improvement plan based on the results of the clinical practice audit. Within a few months, the requirements for the practice support had been met, including a review of specific practice directions and the development of specific learning goals reflective of the gaps in practice observed at the time of the audit.

Additional Activities

The on-line jurisprudence module was launched in 2018 to assist registrants understand the role of self-regulation under the [Regulated Health Professions Act](#) in collaboration with six other health care regulatory colleges in Manitoba. The colleges included the Colleges of Audiologists and Speech Language Pathologists, Medical Laboratory Technologists, Optometrists, Physicians and Surgeons, Physiotherapists, Registered Nurses, and Registered Psychiatric Nurses of Manitoba. To date, completion of this module is optional but it is anticipated that all registrants will be required to complete the module to complete their 2021 renewal. By the end of 2019, roughly 15% of registrants with CPM have either begun or completed this on-line module.

On the heels of that successful endeavour, the creation of a joint [practice direction on collaborative practice](#) for client-centered care followed, grounded in the six competencies for collaboration: interprofessional communication, team functioning, interprofessional conflict, patient/client/family/community-centred care, role clarification and collaborative leadership (CIHC, 2010). In this activity, nine partners were involved, including the Colleges of Licensed Practical Nurses, Medical Laboratory Technologists, Pharmacists, Physicians and Surgeons, Physiotherapists, Registered Dietitians, Registered Nurses, Registered Psychiatric Nurses of Manitoba as well as the Manitoba Association of Respiratory Therapists. The joint successes of these two initiatives were presented at the *Collaborating Across Borders* Conference in Indianapolis, Indiana in October, 2019.

2019 FINANCIAL STATEMENTS

**COLLEGE OF PHYSIOTHERAPISTS
OF MANITOBA**

Financial Statements
For the year ended December 31, 2019

2019 FINANCIAL STATEMENTS

COLLEGE OF PHYSIOTHERAPISTS OF MANITOBA

Financial Statements

For the year ended December 31, 2019

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Independent Auditor's Report

To the Members of the College of Physiotherapists of Manitoba

Opinion

We have audited the financial statements of the College of Physiotherapists of Manitoba (the College), which comprise the statement of financial position as at December 31, 2019, and the statement of changes in net assets, the statement of operations and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the College as at December 31, 2019, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the College in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter - Comparative Information

The financial statements of the College for the year ended December 31, 2018 were reviewed by another accountant who expressed an unmodified opinion on these financial statements on March 20, 2019. The comparative information presented in the financial statements have been labelled unaudited.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the College or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the College's financial reporting process.

2019 FINANCIAL STATEMENTS



Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the College's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the College to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.]

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Winnipeg, Manitoba
March 12, 2020

2019 FINANCIAL STATEMENTS

COLLEGE OF PHYSIOTHERAPISTS OF MANITOBA Statement of Financial Position

As at December 31 2019 2018
(unaudited)

Assets

Current Assets

Cash and bank	\$ 17,673	\$ 29,868
Investments in mutual funds	445,413	354,527
Accounts receivable	650	-
	<u>463,736</u>	<u>384,395</u>
Security deposits	61,103	60,314
Property and equipment (Note 3)	205,830	248,619
Intangible assets (Note 4)	23,888	18,571
	<u>\$ 754,557</u>	<u>\$ 711,899</u>

Liabilities and Net Assets

Current Liabilities

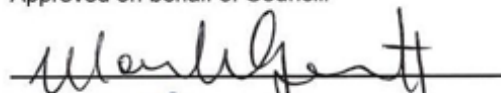

Accounts payable and accrued liabilities	\$ 50,089	\$ 52,146
Current portion of obligation under capital lease (Note 5)	3,711	3,480
Deferred revenue from registration fees	60,800	57,830
	<u>114,600</u>	<u>113,456</u>
Obligation under capital lease (Note 5)	11,930	15,641
Lease inducement	143,000	156,000
Deferred rent payable	7,060	5,331
	<u>276,590</u>	<u>290,428</u>

Commitment (Note 6)

Net Assets

Invested in capital assets	214,077	248,069
Unrestricted	263,890	173,402
	<u>477,967</u>	<u>421,471</u>
	<u>\$ 754,557</u>	<u>\$ 711,899</u>

Approved on behalf of Council:

 Chair
 Vice-Chair

The accompanying notes are an integral part of these financial statements.

2019 FINANCIAL STATEMENTS

COLLEGE OF PHYSIOTHERAPISTS OF MANITOBA Statement of Changes in Net Assets

For the year ended December 31, 2019

	Invested in Property and Equipment	Unrestricted	2019 Total	2018 Total (unaudited)
Net assets, beginning of year	\$ 248,069	\$ 173,402	\$ 421,471	\$ 409,704
Excess (deficiency) of revenue over expenses for the year	(61,360)	117,856	56,496	11,767
Interfund Transfers				
Acquisition of intangible assets	23,888	(23,888)	-	-
Lease payments	3,480	(3,480)	-	-
Net assets, end of year	\$ 214,077	\$ 263,890	\$ 477,967	\$ 421,471

2019 FINANCIAL STATEMENTS

COLLEGE OF PHYSIOTHERAPISTS OF MANITOBA Statement of Operations

For the year ended December 31	2019	2018 (unaudited)
Revenue		
Registration fees	\$ 700,987	\$ 670,590
Investment income		
Realized	11,051	10,542
Unrealized gain (loss)	31,009	(19,610)
Other	16,276	13,777
	<u>759,323</u>	<u>675,299</u>
Expenses		
Administrative	39,881	48,680
Amortization	23,068	29,833
Bank and transaction fees	17,920	16,992
Insurance	3,431	3,386
Interest on capital lease	1,151	213
Meetings and conventions	4,815	7,170
Memberships and licenses	18,935	18,185
Office	22,379	20,197
Professional fees	56,720	54,235
Projects	10,302	9,274
Rent	100,025	100,025
Salaries and wages	357,889	349,089
Telecommunications	5,163	6,067
Training	2,856	186
Write-down of property, equipment and intangible assets	38,292	-
	<u>702,827</u>	<u>663,532</u>
Excess of revenue over expenses for the year	\$ 56,496	\$ 11,767

The accompanying notes are an integral part of these financial statements.

2019 FINANCIAL STATEMENTS

COLLEGE OF PHYSIOTHERAPISTS OF MANITOBA Statement of Cash Flows

For the year ended December 31	2019	2018 (unaudited)
Cash Flows from Operating Activities		
Excess of revenue over expenses for the year	\$ 56,496	\$ 11,767
Adjustments for items not affecting cash		
Amortization	23,068	29,833
Write-down of property, equipment and intangible assets	38,292	-
Unrealized (gain) loss on investment income	(31,009)	19,610
Amortization of deferred lease inducement	(13,000)	(13,000)
	<u>73,847</u>	<u>48,210</u>
Changes in non-cash operating working capital balances		
Accounts receivable	(650)	-
Security deposits	(789)	(778)
Accounts payable and accrued liabilities	(2,057)	7,273
Deferred revenue from registration fees	2,970	2,698
Deferred rent payable	1,729	1,729
	<u>75,050</u>	<u>59,132</u>
Cash Flows from Investing Activities		
Investments acquired	(309,877)	(409,499)
Investment dispositions	250,000	350,000
Acquisition of intangible assets	(23,888)	-
Acquisition of property and equipment	-	(1,534)
	<u>(83,765)</u>	<u>(61,033)</u>
Cash Flows from Financing Activities		
Capital lease payments	(3,480)	(559)
Net decrease in cash and bank during the year	(12,195)	(2,460)
Cash and cash equivalents, beginning of year	<u>29,868</u>	<u>32,328</u>
Cash and cash equivalents, end of year	\$ 17,673	\$ 29,868

The accompanying notes are an integral part of these financial statements.

2019 FINANCIAL STATEMENTS

COLLEGE OF PHYSIOTHERAPISTS OF MANITOBA Notes to Financial Statements

For the year ended December 31, 2019

1. Nature of Operations

The College of Physiotherapists of Manitoba (the College) has as its mission to protect the public interest through regulation of physiotherapists in Manitoba. The Physiotherapists Act of the Province of Manitoba sets out the College's responsibilities.

The College is a not-for-profit organization exempt from taxes under the Income Tax Act.

2. Summary of Significant Accounting Policies

a. Basis of Accounting

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO").

b. Revenue Recognition

The College follows the deferral method of accounting for contributions.

Registration fees revenue is recognized as revenue in the period that corresponds to the registration year to which they relate.

Investment revenue is recognized as revenue in the year earned and includes gains and losses resulting from changes in the fair market value of investments.

Other revenues are recognized in the year earned.

c. Cash and Cash Equivalents

Cash and cash equivalents consist of cash on hand and bank balances.

d. Property and Equipment

Property and equipment are stated at cost less accumulated amortization. Amortization is recorded beginning in the later of the month of acquisition or when the asset is available for use. Amortization based on the estimated useful life of the asset is calculated as follows:

Computer equipment	20% declining balance basis
Computer equipment under capital lease	5 years straight-line over the term of the lease
Equipment	20% declining balance basis
Leasehold improvements	15 years straight-line over the term of the lease

2019 FINANCIAL STATEMENTS

COLLEGE OF PHYSIOTHERAPISTS OF MANITOBA Notes to Financial Statements

For the year ended December 31, 2019

2. Summary of Significant Accounting Policies (continued)

e. Intangible Assets

Intangible assets consist of computer software. Intangible assets are stated at cost less accumulated amortization. Amortization is recorded beginning in the later of the month of acquisition or when the asset is available for use. Amortization based on estimated useful life of the asset is calculated on a straight-line basis over a 5-year period.

f. Contributed Services

The work of the College is dependent on the voluntary services contributed by many members. Contributed services are not recognized in the financial statements because of difficulty in determining their fair value.

g. Rent

The College leases its premises. Rent expense is recognized on a straight-line basis over the term of the related lease agreements.

h. Financial Instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs from the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each balance sheet date and charged to the financial instrument for those measured at amortized cost.

i. Use of Estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Significant estimates included in these financial statements are the estimate of useful lives of property and equipment and intangible assets for calculating amortization. Actual results could differ from management's best estimates as additional information becomes available in the future.

2019 FINANCIAL STATEMENTS

COLLEGE OF PHYSIOTHERAPISTS OF MANITOBA Notes to Financial Statements

For the year ended December 31, 2019

3. Property and Equipment

	2019			2018		
	Cost	Accumulated Amortization	Net Book Value	Cost	Accumulated Amortization	Net Book Value
Computer equipment	\$ 2,666	\$ 909	\$ 1,757	\$ 81,184	\$ 59,268	\$ 21,916
Computer equipment under capital lease	19,680	3,936	15,744	19,680	-	19,680
Equipment	86,605	76,731	9,874	86,605	74,261	12,344
Leasehold improvements	241,797	63,342	178,455	241,797	47,118	194,679
	\$ 350,748	\$ 144,918	\$ 205,830	\$ 429,266	\$ 180,647	\$ 248,619

4. Intangible Assets

	2019			2018		
	Cost	Accumulated Amortization	Net Book Value	Cost	Accumulated Amortization	Net Book Value
Computer software	\$ 23,888	\$ -	\$ 23,888	\$ 109,788	\$ 91,217	\$ 18,571

5. Obligation Under Capital Lease

	2019	2018
RCAP Leasing capital lease, contract with server equipment pledged as security, repayable in monthly installments of \$386 including interest at 7.57% per annum with a maturity in October 2023 and a buyout of \$10 at maturity.	\$ 15,641	\$ 19,121
Less amount due within one year included in current liabilities	3,711	3,480
	\$ 11,930	\$ 15,641

The future minimum lease payments for the next four years are as follows:

2020	\$ 3,711
2021	3,959
2022	4,228
2023	3,743
	\$ 15,641

2019 FINANCIAL STATEMENTS

COLLEGE OF PHYSIOTHERAPISTS OF MANITOBA Notes to Financial Statements

For the year ended December 31, 2019

6. Commitment

The College has entered into an agreement to lease its premises expiring November 2030. The minimum annual lease payments for the next five years are as follows:

2020	\$	79,151
2021		84,513
2022		84,513
2023		84,513
2024		83,970

7. Financial Instrument Risk Management

The College, through its financial assets and liabilities, is exposed to various risks in the normal course of operations. The College's objective in risk management is to optimize the risk return trade-off, within set limits, by applying integrated risk management and control strategies, policies and procedures throughout the College's activities. The following analysis provides a measurement of those risks.

Credit Risk

Credit risk is the risk that the College will incur a loss due to the failure by its debtors to meet their contractual obligations. Financial instruments that potentially subject the College to significant concentrations of credit risk consist primarily of cash and cash equivalents, receivables and investments. The College is not exposed to significant credit risk as cash and cash equivalents are held in operating accounts, receivables are typically paid when due, and investments are in mutual funds which are diversified.

Liquidity Risk

Liquidity risk is the risk that the College will not be able to meet its obligations as they fall due. The College maintains adequate levels of working capital to ensure all its obligations can be met when they fall due by maintaining a portion of its investments in highly liquid investments.

Market Risk

Market risk is the risk that the value of an investment will fluctuate as a result of changes in market prices, whether those changes are caused by factors specific to the individual investment or factors affecting all securities traded in the market. The College is exposed to market risk and follows its investment policy to monitor the investments in an effort to safeguard against market fluctuations.

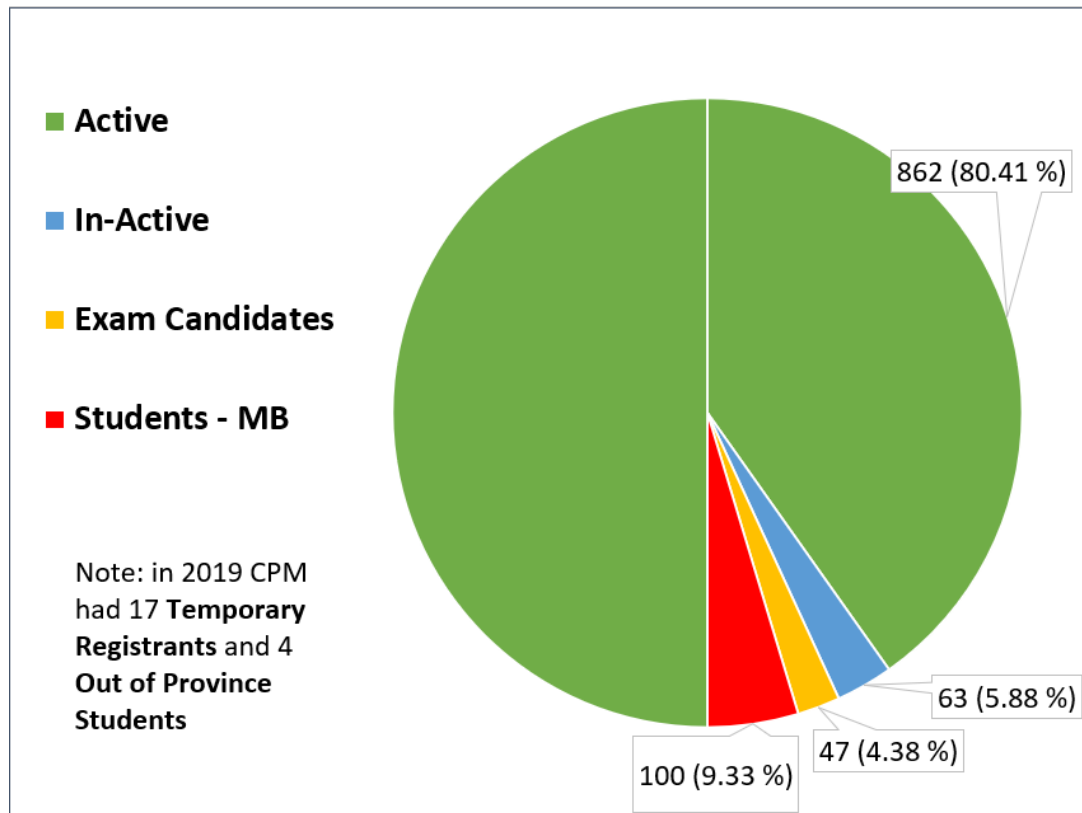
8. Comparative Figures

Certain comparative figures have been restated to conform their presentation to the current year.

REGISTRATION STATISTICS

As of December 31, 2019

Registration Status



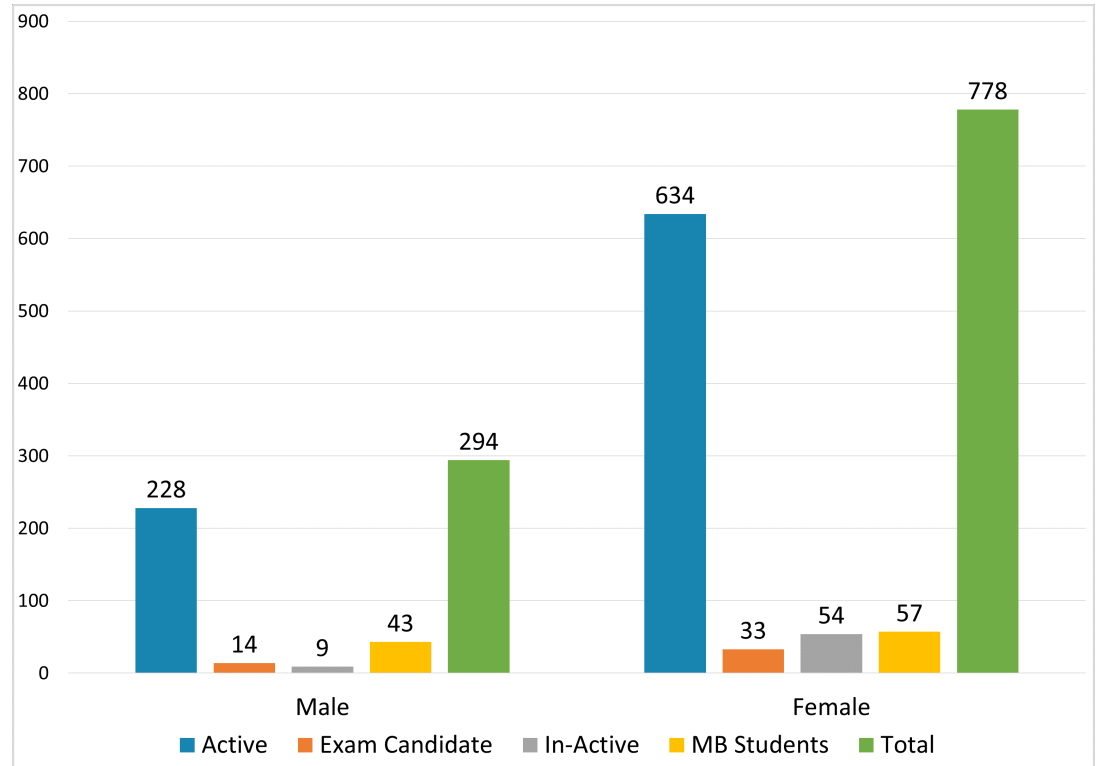
New Registrations and Non-Renewals

New Registrants Educated in Manitoba	33
<i>New Registrants Educated in other Canadian Provinces</i>	7
<i>New Registrants Internationally Educated</i>	8
TOTAL NUMBER OF NEW REGISTRANTS 2019	48
<i>Number of Registrants that Did Not Renew</i>	32
<i>Total Number of Re-Registrants</i>	7
<i>First Year Students</i>	50
NET GAIN	73

REGISTRATION STATISTICS

As of December 31, 2019

Male/Female Distribution



Registrants By Age Group

Age	Active			In-active			Exam Candidates		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
20-24	0	0	0	0	0	0	0	0	0
25-34	80	192	272	0	22	22	1	7	8
35-44	60	217	277	4	16	20	12	25	37
45-54	42	109	151	1	7	8	1	1	2
55-64	36	86	122	2	5	7	0	0	0
75+	10	30	40	2	4	6	0	0	0
TOTAL	228	634	862	9	54	63	14	33	47

REGISTRATION STATISTICS

As of December 31, 2019

Entry Level Physiotherapy Credentials

	Active			In-active		
	<i>Male</i>	<i>Female</i>	Total	<i>Male</i>	<i>Female</i>	Total
<i>PT Diploma</i>	11	33	44	1	5	6
<i>Baccalaureate Degree</i>	147	460	607	7	39	46
<i>PT Masters</i>	70	140	210	1	10	11
<i>PT PhD</i>	0	1	1	0	0	0
TOTAL	228	634	862	9	54	63

Post Entry Level Physiotherapy Education Credentials

	Active			In-active		
	<i>Male</i>	<i>Female</i>	Total	<i>Male</i>	<i>Female</i>	Total
<i>Baccalaureate Degree</i>	6	25	31	1	2	3
<i>PT Masters</i>	6	23	29	0	2	2
<i>PT PhD</i>	1	0	1	0	0	0
TOTAL	13	48	61	1	4	5

New Registrants, Educated Outside of Manitoba

Province	Male	Female	TOTAL
<i>Alberta</i>	0	2	2
<i>Ontario</i>	2	3	5
TOTAL	2	5	7

REGISTRATION STATISTICS

As of December 31, 2019

New Registrants, Internationally Educated

<i>Country</i>	<i>Male</i>	<i>Female</i>	<i>TOTAL</i>
<i>Belgium</i>	1	0	1
<i>Brazil</i>	0	1	1
<i>India</i>	1	2	3
<i>Nigeria</i>	1	1	2
<i>Ireland</i>	0	1	1
<i>TOTAL</i>	3	5	8

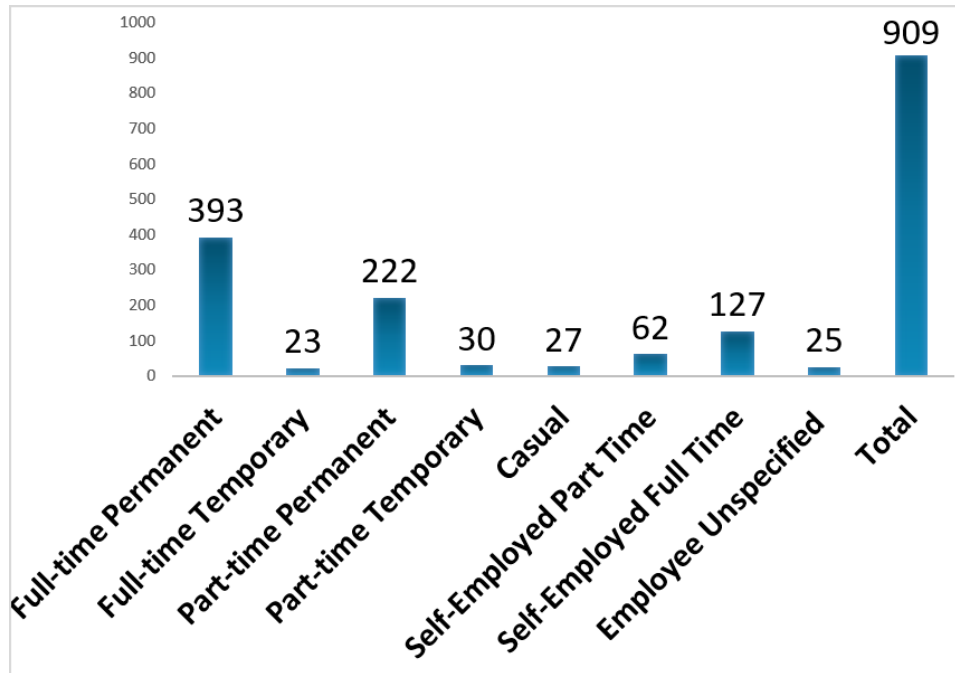
Active and Exam Candidate Registrants, Internationally Educated

<i>Country</i>	<i>Male</i>	<i>Female</i>	<i>Total</i>
<i>Argentina</i>	0	1	1
<i>Australia</i>	2	1	3
<i>Belgium</i>	1	0	1
<i>Brazil</i>	0	1	1
<i>Colombia</i>	0	2	2
<i>Croatia</i>	0	0	0
<i>Hong Kong</i>	1	0	1
<i>India</i>	7	8	15
<i>Ireland</i>	0	3	3
<i>Israel</i>	0	1	1
<i>Nigeria</i>	2	1	3
<i>Philippines</i>	1	8	9
<i>South Africa</i>	0	3	3
<i>United Kingdom</i>	1	4	5
<i>United States</i>	1	2	3
<i>TOTAL</i>	16	35	51

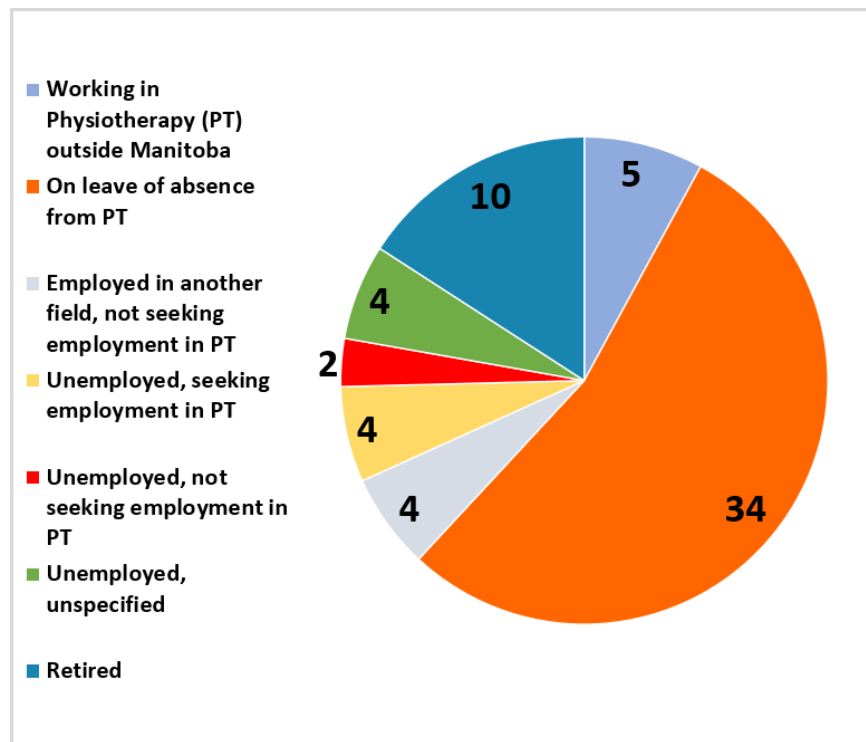
REGISTRATION STATISTICS

As of December 31, 2019

Employment Status, Active and Exam Candidate



Status of In-active Registrants



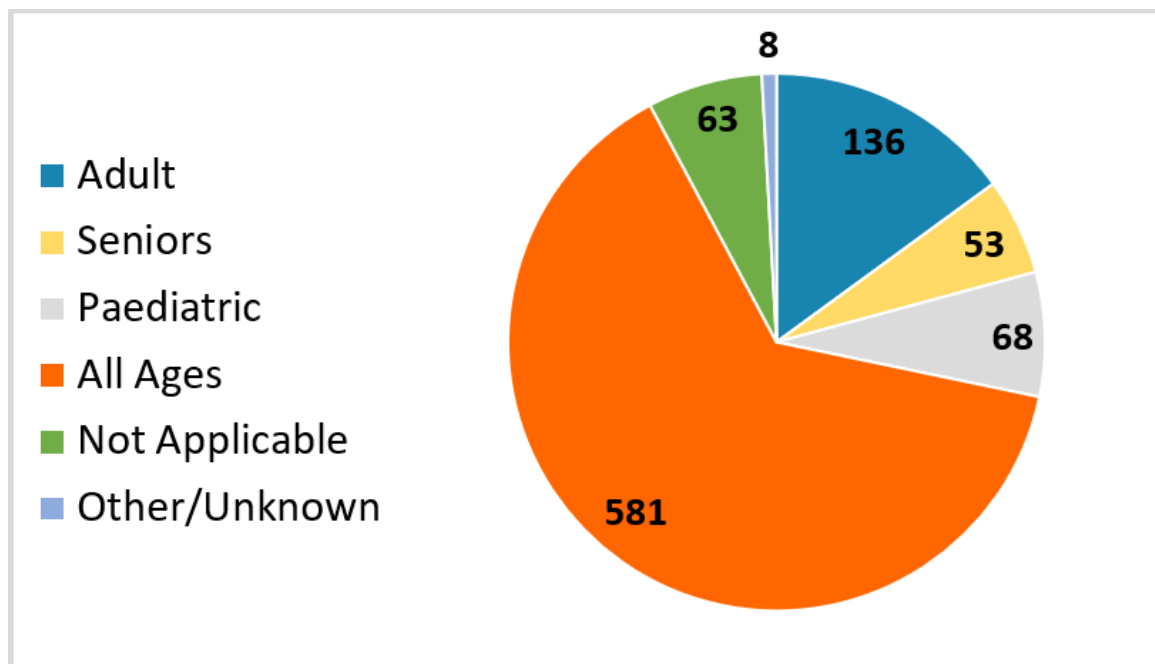
REGISTRATION STATISTICS

As of December 31, 2019

Focus of Practice, Active and Exam Candidates

<i>Clinical Focus on Musculoskeletal System</i>	463
<i>Clinical Focus on Neurological System</i>	40
<i>Clinical Focus on Cardio Vascular & Respiratory System</i>	17
<i>Clinical Focus on more than one System</i>	314
<i>Non-Clinical Focus</i>	11
<i>Not Applicable</i>	63
<i>Unknown</i>	1
TOTAL	909

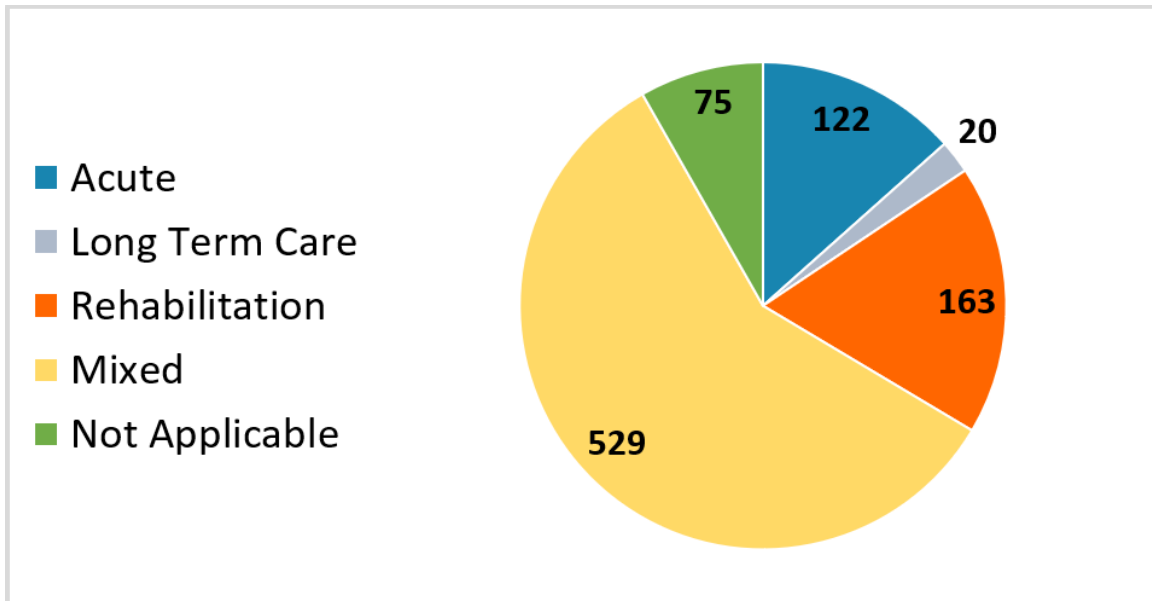
Category of Patients, Active and Exam Candidates



REGISTRATION STATISTICS

As of December 31, 2019

Client Level, Active and Exam Candidate



Organization Classification, Primary Employment, Active and Exam Candidate

Location	Male	Female	TOTAL	Location	Male	Female	TOTAL
<i>Assisted Living Residence</i>	8	23	31	<i>Regulatory Body</i>	0	3	3
<i>Association</i>	1	4	5	<i>Rehab Hospital/Facility</i>	7	54	61
<i>Community Health Centre</i>	11	28	39	<i>Residential Care Facility</i>	2	7	9
<i>Government</i>	3	5	8	<i>School/School Board</i>	2	17	19
<i>Group Professional Practice</i>	5	6	11	<i>Self Employed</i>	4	14	18
<i>Health Authority</i>	8	36	44	<i>Solo Professional Practice</i>	13	19	32
<i>Hospital</i>	46	176	222	<i>University</i>	4	9	13
<i>Industry</i>	2	1	3	<i>Visiting Agency</i>	3	22	25
<i>Mental Health Facility</i>	1	1	2	<i>Other</i>	2	7	9
<i>Private Practice</i>	120	235	355	<i>Unknown</i>	0	0	0
	TOTAL		720		TOTAL		189

REGISTRATION STATISTICS

As of December 31, 2019

Area of Practice, Active and Exam Candidate

<i>Area of Practice</i>	<i>M</i>	<i>F</i>	<i>TOTAL</i>
<i>Administration</i>	2	17	19
<i>Amputations</i>	2	1	3
<i>Burns and Wound Management</i>	1	0	1
<i>Cardiology</i>	0	5	5
<i>Client Services Management</i>	0	5	5
<i>Consultant</i>	4	10	14
<i>Continuing Education</i>	0	0	0
<i>Critical Care</i>	5	3	8
<i>Direct Patient Care</i>	7	41	48
<i>Ergonomics</i>	0	3	3
<i>General Practice</i>	94	262	356
<i>Gerontology</i>	4	18	22
<i>Health Promotion and Wellness</i>	0	4	4
<i>Home Care</i>	2	8	10
<i>Mental Health</i>	1	0	1
<i>Neurology</i>	10	33	43
<i>Oncology</i>	0	1	1
<i>Orthopedics</i>	99	189	288
<i>Other Area of Direct Service</i>	0	9	9
<i>Other Education</i>	0	0	0
<i>Other Area of Practice</i>	2	5	7
<i>Palliative Care</i>	0	0	0
<i>Perineal</i>	0	4	4
<i>Plastics</i>	1	3	4
<i>Return to Work Rehabilitation</i>	0	2	2
<i>Research</i>	1	8	9
<i>Respirology</i>	0	5	5
<i>Rheumatology</i>	0	0	0
<i>Sports Medicine</i>	5	5	10
<i>Teaching: Physiotherapy Related</i>	4	8	12
<i>Vestibular Rehab</i>	0	3	3
<i>Woman's Health</i>	0	11	11
<i>Not Applicable</i>	0	0	0
<i>Unknown</i>	0	2	2
TOTAL	244	665	909

REGISTRATION STATISTICS

As of December 31, 2019

Geographical Statistics

Region (Manitoba)	Active and Exam Candidate			In-active		
	M	F	TOTAL	M	F	TOTAL
<i>Interlake-Eastern</i>	16	52	68	0	2	2
<i>Northern</i>	2	6	8	0	1	1
<i>Prairie Mountain Health</i>	22	62	84	0	3	3
<i>Southern Health/ Santé Sud</i>	19	75	94	0	7	7
<i>Winnipeg</i>	183	468	651	7	35	42
TOTAL	242	663	905	7	48	55
Out of Province						
<i>Alberta</i>	0	2	2	0	0	0
<i>British Columbia</i>	0	2	2	0	0	0
<i>Ontario</i>	0	0	0	0	0	0
<i>Saskatchewan</i>	0	0	0	0	0	0
TOTAL	0	4	4	0	0	0
Out of Country						
<i>Bermuda</i>	0	0	0	0	1	1
<i>Cayman Islands</i>	0	0	0	0	1	1
<i>New Zealand</i>	0	0	0	1	0	1
<i>United States</i>	0	0	0	1	4	5
TOTAL	0	0	0	0	0	8
GRAND TOTAL	242	667	909	1	6	63

THANK YOU TO OUR VOLUNTEERS

Board of Assessors

Committee Mandate:

- i. To consider and decide on applications for registration where the Registrar may have concerns or questions of eligibility.
- ii. To review and make recommendations to the Council on matters pertaining to physiotherapy education programs.

Committee Members:

Brenda Tittlemier (Chair), Candice Tremblay, Kayla Adriaansen, Bernard Lessard Lesk, Maureen Morrison (Public Member), Laura Matlashewski (Government Appointed Public Member) and Kelly Sheedy. *Outgoing Members:* Shreya Desai and Pratima Dheeman.

Complaints Committee

Committee Mandate:

To review written complaints against registered Physiotherapists.

Committee Members:

Kelli Berzuk (Chair), Larry Brandt (Government Appointed Public Member), Carol Ellerbeck (Public Member), Evelyn Lightly, Jasmine Thorsteinson, Debra Suderman, Kim Shaw, Kayla Harold (Government Appointed Public Member) and Val Wright. *Outgoing Members:* Susan Gerlach (Chair) and Carol Akerman (Government Appointed Public Member).

AGM Committee Amelia Sedor (Chair) and Leslie Wilder (Public Member).

Outgoing Member: Lindsay Pratt (Chair).

Finance Committee Janis Lumsden (Council Treasurer) and Brenda McKechnie.

Outgoing Member: Lindsay Pratt (Council Treasurer).

Legislative Committee

Committee Mandate:

To investigate, inform and make recommendations to the Council on matters pertaining to legislation.

Committee Members:

Ken Grove (Chair), Maria Froese, Jaclyn Rempel, Lisa Baldwinson, Rebecca Cohen, Tryna Degagne, Madeline Lengyel (Student Member).

THANK YOU TO OUR VOLUNTEERS

Continuing Competency Committee

Committee Mandate:

1. Oversee the Continuing Competency Program;
2. Monitoring the work of the Continuing Competence Evaluation Committee;
3. Monitoring and making recommendations to the Registrar regarding the results of individual Practice Audits;
4. Performing a five-year evaluation of the program;
5. Advising Council on recommendations to improve the Continuing Competency Program.

Committee Members:

Jan Lumsden (Chair), Laura Harder, Doug Treloar, Heather Kattenfeld and Ray Hoemsen (Public Member).

Continuing Competence Evaluation Committee

Committee Mandate:

To consider written submissions for the Reflective Practice Component of the College's Continuing Competency Program.

Committee Members:

Krista Boese, Yvonne DeCaire, Tracy Dreger, Mylene Steiman, Maggie Wallin, Resa Wan, Alexandra De Vries, Kristy Fisher, Jennifer Forbes and Lynda Loucks. *Outgoing Members:* Lindsay Clarke, Maxine Koroscil and Debra Suderman.

Inquiry Committee

Committee Mandate:

To receive in whole or in part, matters referred by the complaints committee. This will involve a formal hearing at which the Inquiry Committee is presented with information and facts concerning the misconduct, conduct unbecoming or suitability to practice of a member.

Committee Members:

Mark Beatty, Darlene Gerior (Government Appointed Public Member), Alix Kravetsky (Government Appointed Public Member), Rolland Lavallée, Murray MacHutchon, Gil Magne, Sam Steinfeld, Darlene West (Government Appointed Public Member) and Annyue Wong. *Outgoing Member:* Kelly Codispodi.

THANK YOU TO OUR VOLUNTEERS

Governance and Nomination Committee

Committee Mandate:

is to consider and enhance the functioning of the Council, its committees and working groups in relation to monitoring and reviewing governance policies, committee structure and terms of reference as well as managing Council and committee orientation, development and evaluation. The Committee is also responsible for seeking nominations to Council and committees of CPM and for overseeing the election process.

Committee Members:

Susan Bowman (Chair), Jackie Ogloza and D'Arcy Bain. *Outgoing Members:* Kelli Berzuk and Kathy Johnson.

Ethics Committee

Committee Mandate:

1. To provide a multi representative forum to encourage ethical reflection and learning on the ethical dimensions of Physiotherapy Practice.
2. To promote ethical practice among the membership, that reflects values of the Code of Ethics of The College of Physiotherapists of Manitoba.
3. To discuss and facilitate the application of an ethical lens to the development, revision and implementation to policies, directives and standards of practice.
4. To identify educational opportunities for promoting ethically sound practice for college members.
5. To promote a forum for issues of an ethical nature or concern to be discussed.

Committee Members:

Sandra Webber (Chair), Anna Dimarco, Suzanne Dyck, Monique Wichenko, Kinsley Wojnarski, Catherine Christie, Mayur Nankar and Michelle Elgar.

Physiotherapy Standards Committee

Committee Mandate:

To investigate, inform and make recommendations to the Council regarding physiotherapy practice. Practice recommendations will reflect the minimum level of competency of essential competencies required of a physiotherapist. Physiotherapy practice issues may include, but are not limited to, treatment new to the practice of physiotherapy, treatment techniques, program or modalities; or changes to physiotherapy practice that results in significant modification of current procedures or practice.

Committee Members:

Gisèle Pereira (Chair), Iris Gair, Elizabeth Hammond, Karen Oswald, Alison Pethrick, Dona Watts-Hutchings, Jamie Wheaton and Sarah Conci.

AGENTS OF THE COLLEGE

David Marr and Joey Pollock
Legal Counsel, Marr Finlayson Pollock LLP

Heather Martin-Brown
Investigator

Pamela Shymko
Investigator

Carol Rempel
Comptroller, Carol Rempel Accounting

Shauna Martin
Policy Writer

COLLEGE STAFF

Brenda McKechnie
Registrar/Executive Director

Jennifer Billeck
Deputy Registrar

Moni Fricke
Continuing Competence Coordinator

Andrea Thiessen
Complaints Coordinator (*January*)

Christie Lamy
Executive Assistant

Kathy Johnson
Complaints Coordinator (*January-present*)

Cheryl Saranchuk
Administrative Assistant

Maegan Piltzmaker
Executive Assistant (*January-March*)