

Minutes

Technology and Innovative Solutions Board Meeting

May 18th, 2017 – 16:45 NDT

Location: St. John's, NL, Sheraton, AGM

Minutes prepared by Sherry Law

Present

- Dan Mitchell (Past-president)
- Sherry Law (President)
- Michel Turcotte (Liaison to National Board)
- Lawrence Murphy (Director)
- Shawn Smith (Director)
- Dawn Schell (Treasurer) / On Leave
- Elise Meertens (Member)

Regrets

- Linda Rombough (Secretary) / On Leave
- Constance Lynn Hummel (Director)

1. Welcome
 - Opening words from Past-president
2. Review of past year
 - Tally of TISC membership: 128
 - Several newsletters submitted for members
 - Priority focus is towards Guidelines Project
3. Voting on previous minutes
 - March 13th minutes: Sherry (motions), Lawrence (seconds). Unanimously approved.
 - Changing of the bylaws on presidential pathway:
 - 1 year president elect
 - 2 years president
 - 1 year past president
 - Sherry (motions), Shawn (seconds). Unamously approved.
4. Guidelines Project
 - These guidelines are meant to be practical
 - Highlights include: Privacy laws, data protection, security, social media, different modalities, technology competencies, assessments of technology, jurisdiction effects on insurance and terms and conditions, supervision
 - Guidelines were created by pulling from multiple sources, some of which include Roy Huggins, and Clay Cockerell (sp)
 - Literature review was done, as was social media campaign (facebook), survey, panel teleconference, drafting of guidelines, solicitation for feedback by membership and board

- Revision of guidelines needed after survey and feedback
 - Webinar
 - Prepare how-to guide
 - Final draft
 - Sustainability
 - Report to CCPA board and executive
 - Article for cognica and journal
5. Financial report, closing balance (\$2135.98)
- Travel expenses for board members (conference attendance)
 - Panelist gift
 - Contribution to guidelines
 - Bank fees
 - Brochures
 - Poster
6. Voting results
- New board members: Leila MacKay and Micheala Slipp (directors at large)
 - Re-elected on board: Lawrence, Shawn, Constance
7. Meeting adjourned 17:50 NDT