



Alberta
**Therapeutic
Recreation**
Association

15/16 Annual Report

Living well ... being healthy



agenda

ATRA Annual General Meeting; Friday, 21 October 2016

**11:00 am - 12:00 noon; Radisson Hotel Ballroom A/B,
4440 Gateway Blvd., Edmonton, AB**

- 1.0 Call to Order
- 2.0 Action on the Agenda
- 3.0 Introduction of Board Members and Special Guests
Thanks and appreciation to the 2016 ATRA Symposium Committee & Volunteers
- 4.0 Rules of Order
- 5.0 Action on the Minutes of the 2015 Annual General Meeting
If there are no corrections, it would be in order for a member to move that the minutes of the 2015 Annual General Meeting be adopted as included in the annual report.
- 6.0 Old Business
- 7.0 Board Report
After questions have been addressed, It would be in order for a member to move that the report, as presented in the AGM package, be adopted.
- 8.0 Action on the 2015/2016 Financial Statement
After questions have been addressed, It would be in order for a member to move that the financial reports, as presented in the AGM package, be adopted.
- 9.0 New Business
- 10.0 Election of Directors (Biographies are printed elsewhere in this Annual Report)
President, Secretary/Treasurer, Education Director
- 11.0 Announcements
- 12.0 Adjournment



rules of order

Qualifications

1. All members will be required to show their current ATRA membership cards for admission to the AGM.
2. Each attending member in good standing is entitled to one vote.
3. There shall be no absentee or proxy voting.
4. A quorum shall be not less than 25 percent of the membership or 40 members, whichever is smaller.

General Procedures

1. The chair organizes the business of the meeting (agenda and order of business) and sees that it proceeds in an ordered manner.
2. The chair decides all questions of order and considers the advice of the parliamentarian.
3. No person may speak until she/he has been recognized by the chair.
4. No person may speak for more than 10 minutes at one time. No person may speak a second time until all who wish to speak for the first time have done so. (The group may permit a person to speak more than twice or longer than 10 minutes.) A question on procedure or a point of order will not be considered a turn to speak.
5. A person wishing to speak must approach a microphone and be recognized by the chair before speaking. When recognized, the speaker will give her/his name.
6. The chairperson may not speak on a question. If she/he wishes to speak, she/he must yield the chair to another officer and take a seat on the floor. The chairperson may not resume the chair until the question at issue is settled.

Motions - Getting a Subject on the Floor

1. No business may be discussed until a motion has been made, seconded (when required) and stated by the chair.
2. Once a motion has been stated by the chair, it can be withdrawn only with the consent of both the mover and the seconder.
3. All discussion must relate to the motion on the floor.
4. Only one main motion may be on the floor at any one time.

Amendments

1. An amendment to a motion is proper if it does not change the basic purpose of the motion.
2. For ease of understanding, it is wise to have only one amendment on the floor at any one time. However, there is no limit to the number a times a motion may be amended.
3. When an amendment is made, the chairperson must see that everyone understands the proposition being voted on. Two votes must be taken: FIRST, on the amendment, and SECOND, on the motion in its amended form.

Stopping Debates

1. Discussion can be stopped by a motion to close debate. This motion is not debatable and requires a two-thirds majority to be carried.

Voting

1. The motion is restated
2. The affirmative and then the negative votes are called for. If there is any doubt in a voice vote or vote by show of hands, the vote is then to be retaken by a standing vote. If a secret ballot is required, the chair declares the result of the vote.



prior minutes

Alberta Therapeutic Recreation Association Annual General Meeting October 23, 2015 Ramada Plaza, Calgary, AB

1.0 Call to order

The Annual General Meeting was called to order by the President, Patti Lanigan, at 10:25am.

2.0 Action to the agenda

Motion by Patti Lanigan, seconded by Wendy Brown. Agenda was accepted with no additions.

3.0 Introduction of Board Members and Special Guests

The Board Members were introduced and thanks were extended to the 2015 ATRA Symposium Committee and volunteers for their efforts in organizing the 2015 ATRA Symposium.

4.0 Rules of Order

Darlene Murphy, Administrative Assistant, reviewed the rules of order.

5.0 Action on the Minutes of the 2014 Annual General Meeting

Motion by Kate Harrity and seconded by Glen Skimming that the minutes of the 2014 Annual General Meeting be adopted as included in the annual report. CARRIED.

6.0 Old Business:

6.1 2020 Vision Strategic Plan

The 2020 Vision Strategic Plan Update was presented by the board at the ATRA Symposium on October 22, 2015. Documents are available on the ATRA website (under "About ATRA") for members to view. Any questions can be sent to the ATRA office. No questions received.

7.0 Board Reports

All board reports were summarized into one report and included in the Annual Report. Members were given the opportunity to direct any questions or comments to the board. Motion by Chere Petkus and seconded by Debbie Lake that the board report, as presented in the Annual Report, be adopted. CARRIED.

Comment by Wendy Brown offering recognition to the Board around the amount of work put into the Strategic Plan, and appreciation was given to the board.

8.0 Action on the 2014/ 2015 Financial Statement

The 2014/2015 Financial Statements were presented by Darlene Murphy, Administrative Assistant. The financial statements were printed in the Annual Report. Darlene Murphy responded to



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questions from the floor regarding financial statements.

Motion by Blanche Chymycz and seconded by Holly Abel that the 2014/2015 ATRA Financial Statements be accepted as presented. CARRIED.

9.0 New Business:

9.1 Election of Directors to the ATRA Board of Directors

To better align and distribute the work of the Alberta Therapeutic Recreation Association Board of Directors, be it resolved that:

The Alberta Therapeutic Recreation Association (ATRA) Board of Directors be increased from five (5) positions to six (6) with the addition of a new board position “Continued Competence Director” with the following position description: The Continued Competence Director is responsible for coordinating the Association’s Continuing Education Unit (CEU) program and for ensuring adequate and appropriate continuing education opportunities are available for members.

Sarah responded to questions from the floor regarding the reasoning behind the creation of this position, and around the effect this will have on voting amongst the board. The position will be appointed until the nomination year. Discussion around additional ways to achieve competency and offering additional education opportunities.

Motion by Kari Medd and seconded by Holly Abel to increase the ATRA Board from five positions to six. CARRIED.

9.2 Education Liaison Board Position Title Change

To have consistency amongst Alberta Therapeutic Recreation Association Board of Director position titles, be it resolved that:

The position title “Education Liaison” be changed to “Education Director”.

Motion by Deanna LeSage and seconded by Renate Sainsbury to change the ATRA Board position title from Education Liaison to Education Director. CARRIED.

9.3 Community Liaison Board Position Title Change

To have consistency amongst Alberta Therapeutic Recreation Association Board of Director position titles, be it resolved that:

The position title “Community Liaison” be changed to “Communication Director” with the following position description: The Communication Director manages the communication needs of the Association including both print and social media platforms.

Motion by Brandi Hubl and seconded Tracey Mann by to change the ATRA Board position title from Communication Liaison to Communication Director. CARRIED.



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9.4 Board Rotation

To have an even rotation of board members and to ensure that the Education Director and the Continued Competence Director are elected in opposite years, be it resolved that:
In the even numbered calendar years the following shall be elected: President, Education Director and Secretary/Treasurer. In the odd numbered calendar years the following shall be elected: Vice President, Continued Competence Director and Communication Director.

Motion by Lesley Baker seconded by Marlene Gill that to have an even rotation of board members. CARRIED.

9.5 Change to Student Membership Criteria

Motion by Bev Suntjens and seconded by Glenn Skimming to change student membership criteria to read: Applicants for student membership must be a student taking one or more courses towards the completion of a diploma, degree or advanced studies majoring in Therapeutic Recreation or Recreation & Leisure Studies.

Board responded to questions around the current criteria and the reasoning for the change. Concern was raised regarding professionals working and taking one course, however it is expected that members will maintain their professional registration if they are working in the field.

Motion CARRIED with two opposed (Jane Crawford and Lesley Baker).

10.0 Elections:

Vice President Nominee: Annette Yunick; Secretary Treasurer Nominee: Charlotte Thompson; Communication Director: Kristina McGowan

No additional nominations were received up to 24 hours prior to the AGM. Motion by Jane Pappenhuyzen and seconded by Kerry Appleton that the slate of nominees be elected as presented. Motion CARRIED.

11.0 Announcements:

Announcements were made regarding the 2016 CTRA Conference in Waterloo, ON, June 1-3 and that the 2016 ATRA Symposium will be in Edmonton. Thanks were extended again to the 2015 Symposium Committee and special thanks were given to outgoing board members Ellen Helgason and Vanessa Bunio.

12.0 Adjournment

Motion by Kari Medd that the 2015 Annual General Meeting be adjourned at 11:34am.



board report

Board of Directors Annual Report: October 2016 (Year 2015/16)

Written by Patti Lanigan, ATRA President in consultation with the BOD & ATRA Staff

Another year has gone by and what a year it has been! I'd like to thank the Board of Directors (BOD) and staff who are so passionate about our profession and have dedicated their time and energy into our association on behalf of our membership. It has been a pleasure to work with you and your incredibly hard work and sense of humour is appreciated!

I'd also like to acknowledge our membership, who continue to support ATRA in a multitude of ways and are engaged and passionate about our profession. For those members who attend conferences and webinars, read e-blasts and newsletters, attend chapter meetings, vote on important matters, promote our profession in your workplaces, and more, your involvement is recognized and valued! A special thank-you to those who have volunteered to support the work of ATRA, you are appreciated and you have made a difference! Membership engagement and involvement is essential in keeping ATRA strong and moving this profession forward.

This year has been incredibly busy, fulfilling and exciting as ATRA continues to build and grow in how we support and represent our members, how we envision our future and our ongoing work and commitment to implement our Strategic Plan. We are moving into uncharted territory, which reflects the advancement and maturation of our profession.

I'd like to take the liberty of weaving the highlights of the ATRA Board of Directors and staff into a tale of dedication, hard work, accomplishment that couldn't be achieved without our member's support and contributions. Although the Board of Directors have their own portfolios, there still remains substantial collaboration on many projects/initiatives, which is reflected in the tasks and projects that we have been working on over this past year. I have grouped them under the 4 Key Strategic Directions of our 2020 Strategic Plan.

1. Professional Conduct

We finished the 2015/16 membership year with 620 members, which was an increase from the previous year's membership of 554. Below is a breakdown of members by region and by category:

Members for 2015/16 Membership Year = 620

North Region 333	Registered Professional 509
Central Region 171	Student 106
Lethbridge Chapter 89	Associate 5
Palliser Chapter 20	
Other 7	



board report

Thanks to Darlene Murphy, our Administrative Assistant and to the Membership Review Committee for your hard work in processing all of these memberships in a timely manner. Also, special thanks to Darlene, for responding to membership inquiries so efficiently and juggling the other multitude of tasks that you do to keep ATRA running smoothly!

ATRA Regulation Professional Advancement Committee (PAC):

In our continuing quest to become regulated under the Health Professions Act and through a recommendation from our Alberta Health Liaison, we have been presented this past year, with a new opportunity to explore regulation through a potential partnership with the Alberta College of Occupational Therapy (ACOT), as two distinct professions under one college. We informed membership of this opportunity, provided information and educational opportunities for them to learn more about regulation and what this partnership might look like, and conducted a vote to obtain consent to endorse a potential partnership with ACOT. Our membership voted in favour and as such, our Regulation PAC will continue to meet with representatives from ACOT to discuss the merits and implications of this possible partnership. It is still a long journey ahead and we will keep you informed throughout the process.

Thank you to our members for providing insight and asking questions; this supports the process and helps the Board of Directors to move the initiative forward.

ATRA Protect and Serve the Public Professional Advancement Committee (PAC):

This committee continues to meet monthly to review and compile the responses/results from the Risk to the Public Survey conducted last fall. We will use this information to identify new information that can be used to support our pursuit of regulation and to create new resources for membership related to risk to public and TR practice.

Other work that has been completed or is ongoing under the umbrella of 'Professional Conduct' includes:

- Determining and implementing priority elements of ATRA's Strategic Plan annually and as new tasks, initiatives and projects arise.
- Continuing with a refresh of ATRA's Policy and Procedures project initiated in 2015 and will be an ongoing task as ATRA continues to build and develop the association business. (Executive Director with Administration Assistant and BOD)
- Applying and obtaining copyright on the ATRA Publication, "Guidelines for Assignment to Assistants & Aides" (Helgason, E. Suntgens, B. & McMillan, C., 2016).



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- Developing an Orientation Manual for the Board of Directors. Implementing with new Continuing Competence Director to evaluate both content and process. Ongoing upgrades to Job Description Manual and posting in Members Section of the ATRA website. (Executive Director)
- Recognizing ATRA Volunteers and Board of Directors in National Volunteer Week April 1 – 8, 2016 through ATRA Social Media.
- Responding regularly to membership queries, concerns and comments, including opportunities for ATRA to engage with employers to define the unique roles of a recreation therapist distinct from other health professions.
- Creating a new ATRA Chapter/Region report form for standardization and consistent reporting to the BOD and a new Public Relations Decision Making tool for the BOD. (VP)
- Continuing to work on ATRA's social media presence, and administrating live webinars to membership. The webinars were edited and uploaded for members to view on the ATRA YouTube channel. (Communication Director)
- Developing and circulating information packages and other TR materials that promote our profession and purchasing of new promotional items based on feedback from the membership survey. (Communication Director)
- Developing and distributing a newly formatted e-newsletter, the "ATRA Insider." (Admin Assistant, Communication Director with contributions from the BOD & Executive Director)

2. Entry to Practice

ATRA Entry to Practice Professional Advancement Committee (PAC):

The Transition to Degree as Entry to Practice is now in motion; many thanks to Devan McNeill from the University of Lethbridge, Kathie Ervin and her Program Chair Judy Long from Lethbridge College, Stacey Laing and her Associate Dean Janice Causgrove Dunn from the University of Alberta, Bev Suntjens from NorQuest College, and Glenn Skimming as ATRA member representative for providing the insight needed to initiate a large scale project such as this one. The Degree Transition Project is being prepared and co-launched by the Education Director and the Executive Director. The ATRA Position Statement and a 'Frequently Asked Questions' (FAQ's) document has been released and posted to the ATRA website. Presentation material is being developed for the Symposium Professional Advancement Session with a membership vote to follow in November.



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Also, the Entry to Practice PAC completed a review of the student evaluation tools used for practicum placements across the province by all four post-secondary institutions with Therapeutic Recreation programs. There is consensus that student evaluation tools need to reflect the competencies of a Recreation Therapist. In addition, a template was developed for all four post-secondary institutions with Therapeutic Recreation programs in Alberta where comprehensive information related to their programs can be available to the public via the ATRA website. All four post-secondary institutions are now equally represented!

Other work that has been completed or is ongoing under the category of 'Entry to Practice' includes:

- Revision of existing bursaries and the launch of the new Entry to Practice Bursary. We are pleased to have received an unprecedented number of applications by the deadline this year!
- Participation by ATRA at the University of Alberta's annual Inter-professional Practice Launch Day where hundreds of students across multiple health disciplines are placed into teams to review case studies to see how the interdisciplinary team works together to meet the patient's goals. ATRA had a display table for students to visit and ask questions and to have an opportunity to find out more about our discipline. This year we provided a TR case study about a Recreation Therapist's involvement with a patient recovering from a stroke. Thanks to Kari Medd from the Glenrose Rehabilitation Hospital and her student for contributing their expertise to the Case Study. ATRA has already been asked to contribute to the other three case studies for next year's IP Launch Day. Last but not least – we had fifteen Therapeutic Recreation students at the IP Launch – a 300% increase over last year!!
- Responding to the many e-mails that ATRA receives about education. This past year it seems like those e-mails are not only coming from current or prospective students or our own ATRA members, but they have been coming from Employer Management, Educational Institutions and folks outside our own province. It has been exciting to work on these types of responses with the Board and to see our profession moving forward in this way! Representing ATRA on the TR Educational Programs Advisory Boards / Committees across the province. (Education Director/ Executive Director)

3. Continued Competency Program

The newly created Continued Competence Director position commenced in January 2016 with Tiffany Morin accepting the appointment. With this position still in its infancy, Tiffany is looking forward to growing the portfolio to support membership in meeting their continued competence standards over the next year.



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ATRA Continued Competency Professional Advancement Committee (PAC):

The Continued Competency PAC has worked diligently to complete a refresh of the CEU program – including the addition of new opportunities for ATRA members to meet their professional development needs and acquire CEUs. The Literature Review and Reflective Practice Entries will allow members to work independently to complete CEUs and turn knowledge into action! A refresh of the Knowledge Centre on the website was completed, with more information and CEU opportunities provided, plus more on its way. New opportunities and partnerships are being sought out to provide further continued competence experiences for membership. Members continue to have the opportunity to apply for bursaries to further their education and training through the new Continued Competency Bursary.

Other work that has been completed or is ongoing under the umbrella of ‘Continued Competency’ includes:

- Identifying and preparing a proposal for the BOD to approve the theme of Risk Management for the 2016 Symposium for the purpose of elevating the discussion within the profession of managing risk to protect the safety of Albertans. (Executive Director)
- Conducting major research and a rewrite of the Symposium Planning Manual along with providing orientation, monitoring and support to the 2016 Symposium Planning Committee, including providing support with the implementation of new online registration (Executive Director). These responsibilities will transition to the Continued Competence Director portfolio for the 2017 Symposium and in following years.

Preparing a presentation for our membership at ATRA’s Professional Advancement Session at the 2016 Symposium. We will be sharing and discussion information on the Degree Transition Project and on the topic of Regulation.

4. Professional Competency Profile

ATRA Community of Practice Professional Advancement Committee (PAC):

We are pleased to announce that this committee is now active and will soon be connecting with the membership at large. The five Communities of Practice (CoP) are: Geriatrics, Dementia, Rehabilitation, Mental Health & Addictions, and Youth & Adolescents. ATRA members have kindly volunteered to be leaders for all of these CoP areas except for Youth & Adolescents. If you work in this



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area and are interested in finding out more about becoming a possible leader, please contact ATRA. The leaders will be reaching out to those who have indicated interest in specific Communities of Practice on their membership renewal forms.

Other work that has been completed or is ongoing under the category of 'Professional Competency Profile' includes:

- Advocating and receiving permission for ATRA members to participate in the Simon Fraser University Research study on the use of recreation programs to enhance mobility among older people living in long-term care. (Executive Director)
- Promoting and facilitating ATRA's membership engagement with events organized by the Alberta Association on Gerontology. The AAG organizes networking and educational sessions regularly throughout the year.
- Representing the profession on the AHS Key Stakeholder Ad Hoc Community Rehab External Stakeholder meeting. (Executive Director)
- Sponsoring the provincial "Finding Balance Campaign" that occurs annually in November. Information on this campaign and resources will be provided.
- Representation at the CTRA Provincial President/Executive Director's meetings and at the CTRA Conference. ATRA also has representatives on the CTRA National Standards of Practice and the CTRA Regulation Committee.

In conclusion, the ATRA Board of Directors and Staff have had an incredibly busy but rewarding year and we are appreciative of your support. We are honoured to represent our members and to serve our profession.

President - Patti Lanigan
Vice President – Annette Yunick
Secretary / Treasurer – Charlotte Jordan
Communication Director – Kristina McGowan
Education Director – Sarah James
Continued Competence Director – Tiffany Morin
Executive Director – Dianne Bowtell
Administrative Assistant – Darlene Murphy



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NORTH REGION REPORT - Carmen Horpestad

This year we held elections to fill the position of Chair when Marina's term was up in November of 2015. There were no interested applicants at that time. Marina graciously volunteered to stay on another meeting to help me, as the vice chair, learn her responsibilities. I am glad to announce that Harley Hempel has since expressed interest in the chair position and at the meeting we had last week, he was voted in. Yay!!

Jamie Lee Stone and Hayley put together an information booth at the U of A on what recreation therapy is for TR month this year. They also went to first year classes and talked about Recreation Therapy as lots of students didn't know about it yet that were in the program. Jamie and Haley handed out posters, handouts, gifts, etc. Hayley also found a 3rd year student representative to take over for Jamie Lee as she was finishing her degree in April. We welcome Natalie Voegeli as our new 3rd year student liaison.

We celebrated TR month with 17 people in attendance at our north chapter meeting, which we consider to be a good turnout. We also drew names to give away 5 -\$10 gift cards for members who attended, to encourage more participation in the north chapter meetings. Décor and balloons spiced up the evening, along with good food and networking opportunities.

This year there no members were given sponsorship to attend the CTRA conference June 1-3 in Kitchener/Waterloo, ON, because there were no spots left to register for. Two members presented at the November chapter meeting on their experiences and lessons learned from the ATRA conference last year. Thank you to the sponsorship committee for their time and efforts in selecting and processing members to receive sponsorship.

Our speakers this year were:

November 17, 2015- Province Wide presentation on a research study on Recreation Services and Quality of Life in Continuing Care in Alberta

February 23, 2016- Dr. Mark Lewis - motivating clients with depression

May 17, 2016 - Sandra Holowaty - Appropriate Use of Antipsychotics and the role of Recreation Therapists.

September 20, 2016- Nancy Spencer-Cavalier PhD "Bridging Gaps between Clinical Practice and Research Collaborations"

I would like to say welcome to our new north chapter executive members as well as any new members in ATRA that have come aboard. We are glad to have you as part of our team.



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CENTRAL REGION REPORT - Shannon Hubbert

We have continued to have good attendance at our central chapter meetings with average attendance of 20-25 members. We will continue to alternate meeting days from Tuesday and Thursday, the third week of the month. We have decided to open up our host sites from only sites that have access to Telehealth. We will encourage members that are unable to attend in person to use GoToMeeting and call into the meetings. We are hoping this will allow for a larger variety of member/facilities to host meetings.

Central chapter continues to sponsor members to attend provincial and national conferences. This year our chapter sponsored two members to attend the 2016 CTRA Conference in Kitchener/Waterloo as well 3 members to attend 2016 ATRA symposium.

For TR Month, on February 27, 2016 Central Chapter provided an educational workshop on Inclusion U. Through completing this workshop, 33 ATRA Members and 2 City of Calgary employees became Certified Inclusivity Assessors and leaders in assessing recreation inclusivity in their communities. The workshop was a great success with positive feedback from attendees. We also supported our Red Deer members in hosting a social event which was well received.

Below are the education sessions that were offered by the Central Board during the 2015/2016 year;

November 17, 2015 - "Recreation Services and Quality of Life in Continuing Care in Alberta", presented by Dr.Sandra Woodhead & Dr.Gordon Walker;Province Wide presentation on a research study on Recreation Services and Quality of Life in Continuing Care in Alberta

January 21, 2016 - Communication and Approach for Person's with Dementia presented by Lorelee Fox, Clinical Nurse Specialist, Specialized Geriatric Services;This presentation will go through possible meaning behind responsive behaviours, recognizing and becoming aware of approaches that may trigger responsive behaviours and the presenter will summarize tips to effective communication with those with cognitive impairment.

March 22, 2016 - Interventions to Change Practice in Long-Term Care Facilities: What Works, for Whom, in What Circumstances, and Why? Presented by Sienna Casper;The movement away from task-oriented care toward person-centred care (i.e., care based on residents' individualized care needs and preferences) is considered by many to be essential to both the quality of care and quality of life of people residing in long-term care (LTC) facilities, especially of those who have Alzheimer disease or a related dementia. The consistent provision of person-centred care is widely recognized as the goal of the residential care culture change movement. In this talk, I will explain why the attainment of this goal has remained elusive for the majority of LTC facilities, despite significant



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effort to alter practice. Intervention factors and organizational systems that support the uptake of practice and culture change initiatives will be described. Evidence for this discussion is derived from both quantitative and qualitative studies conducted across multiple long-term care settings.

May 17, 2016 - Compulsive Hoarding presented by Brandi Hubl, Mental Health Clinician, Behaviour Education Support Team, Geriatric Mental Health; This presentation will go through a general overview of Compulsive Hoarding (features, demographics and prevalence), Harm Reduction, Communication and Behavioral Strategies, interventions that can be utilized as healthcare providers and resources available within Calgary.

September 20, 2016 – Highlights from 2016 CTRA Conference; Shannon Hubbert & Tiffany Morin; This presentation was given by Shannon and Tiffany who received the sponsorship from the Central Chapter to attend the 2016 CTRA conference. Shannon and Tiffany provided members with a handout with brief highlights and how to apply the information to your practise along with any links that were provided from the breakout sessions that they attended at the conference.

I am looking forward to staying on as Chair for Central Chapter and working with our membership to continue to increase our member involvement and work towards developing goals that will encourage involvement with new and old members. We as a chapter want to develop an Education Committee to allow for a larger range of community knowledge and connections to be able to host a variety of education sessions at our meetings. I look forward to working with Rachelle Foster our new Secretary, Emily Chell our new Vice Chair, Caitlin Kaminsky our new treasurer and Lisa Powell who is our returning Education Liaison. I want to thank Andrea Pearson for her work as Treasurer, Tiffany Morin for her work as Vice Chair and Caitlin Kaminsky for her work as Secretary.

LETHBRIDGE CHAPTER REPORT - Brandy Tonin

This year has gone by so fast!! Lethbridge Chapter has had some great meetings and education sessions. Thank you to the members for their dedication and participation!!

Lethbridge chapter education sessions included:

Tuesday November 17, 2016-Institute for Continuing Care Education Research with U of A-Research findings

Tuesday January 19, 2016- Lindsey Routhier "PTSD"

Tuesday March 22, 2016- Sienna Caspar "Interventions to Change Practice in Long Term Care Facilities: What works, for whom, in what circumstances and why?"

We celebrated TR Month by hosting 2 events: ATRA program challenge (living to 90) for colleagues and residents/clients. GRC Bridges won the \$100.00 prize



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Lunch hour Zumba event was held at Lethbridge Center. Light snacks were provided. ATRA's facebook page featured some of our Lethbridge chapter events

Chapter executive members met on the following dates: March 5, May 6 and August 31, 2016
Much excitement at our March meeting as reports from Lethbridge Community College states the TR program is full for fall 2016. The University of Lethbridge states 21 enrollments at this time.

On April 7th, 2016 the World of Choices Career Workshop was attended by Sherri N. who volunteered to mentor students during the workshop. Thank you Sherri. Wonderful feedback was received from students, parents and teachers that attended the workshop.

June 21st saw a half day drumming workshop for our members.

Lethbridge will be hosting the 2017 ATRA Symposium October 19th and 20th, 2017. Committees have been formed and working very hard to get the symposium planning under way. The theme is Winds of Change. Volunteers are being recruited.

As of September 21st, 2016, we have a balance of \$6077.90. Sylvia B. and Tanya V. volunteered to audit the books at the May 17th meeting.

At our September meeting the following positions were up for election. Awards Committee, Welcoming Committee, Education Liaison, Treasurer, Vice Chair and Student Liaison. A BIG THANK YOU!! To Jelea, Amanda, Karen, Annette, Veronica, Heidi, Sherri, Lora, and Paige. Thank you for all your volunteered time and efforts!! Welcome Karen and Tori to the welcoming committee, Shanna as the education liaison, Veronica as the treasurer, Amanda and Tanya as vice chairpersons. Welcome to Jay and Stephanie.

PALLISER CHAPTER REPORT - Nicole Stroh

We reconvened after the summer in September 2015 where we discussed holding Elections for the Palliser Chapter two year positions in November. The board gave Palliser Chapter some funds to enable some of the members to attend the 2015 Symposium in Calgary. The Palliser Chapter passed a motion as to how the Palliser Chapter members would use these funds

It was also brought forward that guest speaker – Sarah James, ATRA Education Liaison, would be providing a telehealth in-service on "Recreation Service and Quality of Life in Continuing Care" in November and that members who would attend would receive CEU's.



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November meeting: we held our elections and had some new members take on some of the positions. Glenda Newton who has been our Secretary of the Palliser Chapter finally got to retire thanks to Ashley Hunt stepping up to the plate. A review was done by the members who attended the ATRA Symposium and we also had a good turnout for the Telehealth in-service that was provided this month.

January meeting: the chapter worked on the Risk Management Survey Questions. Our Secretary typed up our answer and sent them to Annette on behalf of our Chapter. We also discussed the upcoming event for TR Month.

February was TR Month. We didn't hold a meeting, but we did all get together at a local establishment on Feb. 26th for a Karaoke Night. We were asked to dress as our favorite singer or group for the event. The event went over really well and we thank our organizing committee.

At our March meeting we had a guest speaker by the name of Tara Chisholm from Adaptive Sports and Recreation who shared information about all her programs that she is offering within the Medicine Hat community. She also explained to us that she welcomes all abilities to her adapted sports programs and shared where she hosts some of her events and what the fee is for them. She was a very informative speaker. Some had no idea that all these programs were available within our city. It was also shared that another learning opportunity was available to ATRA members through Telehealth. Interventions to Change Practice in Long-Term Care Facilities: What Works, for Whom, in What Circumstances, and Why? It was presented by Sienna Caspar, PhD, CTRS on March 22nd, and Palliser Chapter had another great turn out.

In May it was voted that Palliser Chapter would like to request another banner for our chapter. The Chair sent the request to the board. It was also shared with us that the ATRA Provincial Symposium is to be held in Lethbridge in 2017 and we are very excited to hear about that and are willing to help Lethbridge Chapter in any way we can. We also shared information regarding the Sponsorship Guidelines and our education person and chairperson took part in the GoToMeeting that was held in June. We also sent to the Continued Competence Director for ATRA how the Palliser chapter gives out sponsorship monies.

Finally we just held our September meeting and we shared about the Sponsorship Guidelines and it was decided that the chair of the Palliser Chapter would request some more funds for the upcoming Symposium. We were excited to find out that one of our members was rewarded for a Student Award. We also planned for an upcoming speaker for January. We are looking forward to the upcoming meetings.



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MEMBERSHIP REVIEW COMMITTEE REPORT - Jane Papenhuyzen

Central Chapter volunteers continue to meet monthly to review new applicants to ATRA and ensure the applicants meet the ATRA professional membership criteria. Three new members were recruited for 2016, although the attendance of the new members was inconsistent and they have all since resigned. Three long-term members are Tracey Vigneault, Stephanie Hellier and Cassandra Malachan. Recruiting of 2-3 new members will proceed in September.

Summary of new members October 2015-August 2016

	Lethbridge College TRG	Univ of Alberta BARST	Norquest College TR	Out of Province various TR	Other TR/ defunct programs		Diploma	Degree		Total	Ave per month
Total	16	22	3	17	6		27	37		64	7.1
Percent	25%	34%	5%	27%	9%		42%	58%			

The average number of new members approved per meeting is 7.1, which is higher than the previous year of 6.7. The number of diploma versus degree is remaining consistent for a second year. There is minimal variation in the percentage of applicants in each school category.

Please let me know if you are interested in reviewing the full spreadsheet of numbers, dating back to 2010.

It is expected that we will begin receiving applicants from the new University of Lethbridge TR degree in May 2017.

The position of chair is appointed by the Board and reports through the ATRA Education Director. I will let my name stand for re-appointment as the Committee Chair for 2016-2017.



biographies

NOMINEE FOR PRESIDENT - Patti Lanigan

I would like to let my name stand for President of ATRA for the 2016 – 2018 term. Over the past two years, I have learned a tremendous amount about how our Professional Association operates, the business that it conducts, the many tasks and projects that we are currently involved in, possible future directions and initiatives, and have expanded my networks provincially and nationally. I feel that this knowledge, experience, and the professional connections that I have made would be invaluable in continuing to lead ATRA in the role of President, in collaboration with the ATRA Board of Directors and staff. In addition, there are initiatives and projects that I'd like to continue to contribute to, see further along and/or complete. I feel that I am a strong advocate for our profession and am dedicated to serving our profession and our members.

I would appreciate the opportunity to continue to serve as ATRA President and would be honoured to serve another two year term with your endorsement. Thank-you!

NOMINEE FOR EDUCATION DIRECTOR - Sarah James

My name is Sarah James and I am the current Education Director. I currently work as an educator and I have clinical experience in recreation therapy. I would like to let my name stand again for the Education Director position for the 2016-2018 term. It has been a fantastic two years being involved in the progress with regulation, collaborating with post-secondary institutions across Alberta and speaking with employers, current and prospective students, ATRA members and the public regarding the therapeutic recreation profession and education. Currently we are in the middle of a few exciting projects, one being Transition to Degree. I would like to see the Transition to Degree project through and continue as Chair of the Entry to Practice Professional Advancement committee, working on the direction set by membership after the vote in November. With the support of our members, I would like to continue this exciting journey of service to our membership and enhancement of our profession as part of the ATRA Board of Directors.



biographies

NOMINEE FOR SECRETARY/TREASURER - Charlotte Jordan

I would like to let my name stand for Secretary/Treasurer for the 2016-2018 term. I have held this position for the last year and have learned a tremendous amount and am eager to continue to learn and grow in this role. Co-chairing the Communities of Practice Professional Advancement Committee has been a worthwhile experience and I would like to see how it will continue to evolve. I have been involved in ATRA over the last many years in a variety of roles ranging from Chair and Vice-Chair of the Central Region, to Co-chairing and a being a committee member for the Symposiums as well as volunteering for a variety of other ATRA initiatives.

I am a Certified Therapeutic Recreation Specialist (CTRS), currently employed at Carewest-Garrison Green in Calgary. I am passionate about the TR process and love the ongoing challenge of working with a wide variety of people while helping them reach their goals. I have also developed a passion for sharing my learnings that I have gained through my education, work and ATRA with taking on internship students.

I would like the opportunity to continue on in this role for the next term with your support. Thank you!
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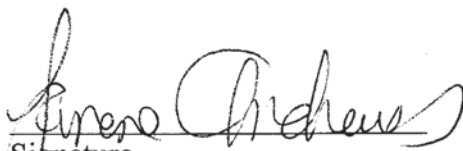
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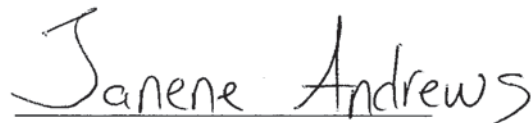
September 26, 2016


To: ATRA Membership
From: ATRA Audit Committee 2016

The Alberta Therapeutic Recreation Association's financial audit was completed by the Audit Committee on Monday, September 26, 2016. The Audit Committee, all current members of ATRA, reviewed the financial records for June 1, 2015 – May 31, 2016 and found no discrepancies.

Audit Committee:


Signature


Print Name


Signature


Print Name


Signature


Print Name



financials

Alberta Therapeutic Recreation Association Financial Statements Year Ended May 31, 2016

RECEIPTS	2016	2015
101 Membership Fees	163,788.00	144,175.00
102 CTRA Fees	22,375.00	19,013.00
103 Promotional Sales	1,872.00	1,090.00
104 Fund Raising	1,115.00	5,000.00
105 Symposium	1,876.00	28,813.00
106 Donations	-0-	-0-
107 Interest	675.00	1,489.00
108 Misc Income	-0-	846.00
TOTAL INCOME	192,213.00	200,426.00
DISBURSEMENTS		
201 Membership Disbursements	15,440.00	14,628.00
202 CTRA Fees	20,500.00	19,250.00
203 Contract Work / Honorariums	576.00	966.00
204 Postage / Courier	5,194.00	3,635.00
205 Printing	11,948.00	13,817.00
206 Office Supplies	2,604.00	677.00
207 Staffing	56,539.00	40,091.00
208 Rent	5,040.00	5,040.00
209 Insurance	950.00	950.00
210 Board / Committee Travel & Expenses	24,804.00	27,005.00
211 Telephone	1,880.00	1,808.00
212 Sponsorship / Advertising	4,750.00	2,000.00
213 Awards	9,336.00	3,591.00
214 Memberships / Registrations	75.00	75.00
215 Symposium Expenses	-0-	2,000.00
216 Website	10,043.00	25,486.00
217 Promotion Expenses	527.00	2,077.00
218 Misc Expenses	-0-	-0-
219 Bank Charges	5,149.00	4,486.00
TOTAL EXPENSES	175,355.00	167,582.00
NET INCREASE (DECREASE)	16,858.00	32,844.00



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Alberta Therapeutic Recreation Association Financial Statements Year Ended May 31, 2016

	2016	2015
Bank Balance Beginning of Year (includes GICs)	428,743.00	379,041.00
Net Increase in Equity (See Statement of Receipts & Disbursements)	16,858.00	32,844.00
Deferred Membership Receipts 2016/2017 (ATRA - 139,275.00 / CTRA - 1,700.00) (These are fees collected in the 2015/16 year which are actually income for the 2016/17 year)	140,975.00 -----	122,075.00 -----
Sub Total	287,768.00	289,810.00
ATRA North Region	51,156.00	23,598.00
ATRA Central Region	20,383.00	19,333.00
ATRA Lethbridge Chapter	6,347.00	5,489.00
ATRA Palliser Chapter	1,333.00	2,004.00
MEMBERS EQUITY - BALANCE END OF YEAR	366,987.00	340,234.00
	0.0	
ASSETS		0.0
	0.0	
LIABILITIES		0.0



Alberta Therapeutic Recreation Association

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