MDRAO Constitutional Changes

PLEASE PRINT CLEARLY

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POSITION: Theta Treasurer, Education Director, Vice President,

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I AM REQUESTING TO MAKE THE FOLLOWING CHANGES TO THE MDRAO CONSITUTION 2015-2017. I AM A CURRENT MEMBER OF THE MDRAO FOR THE YEAR 2016-2017.

CHANGES REQUESTED: (PLEASE NOTE: STATE PAGE NUMBER, ARTICLE AND SECTION NUMBER)

PRESENT ARTICLE(S): page 1
3.1 MEMBERS:
Are those who are employed and involved in medical device reprocessing in a healthcare facility in the province of Ontario.

PROPOSED AMENDED ARTICLE:
Are those who are employed and involved in medical device reprocessing in a healthcare setting in the province of Ontario.

Rationale:
As the CSA standards use the word health care setting to describe areas that reprocess and defined to include all areas that reprocessing in and outside hospitals. This wording should be changed to coincide with the CSA standards and wording in our textbook. Also 3.2 uses setting.

Present: 3.2. page 1
b) Are those who are employed and involved in medical device reprocessing in a health care facility outside the province of Ontario.

Proposed: Are those who are employed and involved in medical device reprocessing in a health care setting outside the province of Ontario.
Rationale: Same

New clause 4.4 page 3 d) Prior to June 30th all newly elected executive members must have paid their MDRAO membership or cannot hold office.

Rationale: Members of the MDRAO executive should not be holding office or attending meetings if not MDRAO members.

New: Proposed

5.3 page 5 The Directors of Education shall:

f) Oversee the administration of corrections to the Medical Devices Reprocessing textbook, workbook and oversee any person hired to work on these documents. Anyone hired to work on education documents must report to the Directors of Education and the President every two weeks.

Rationale: As the process to update the textbook and workbook is a huge task and someone could be hired and paid for this process, all work needs to be reviewed and streamed through the Directors of education who are coordinators and understand the process. This needs to be in the By Laws otherwise not a requirement and can cause issues. As CSA standards will have one code standards for medical device reprocessing being published Dec 2017 there will need to be updates done by May 2018 and then not require again for another 3-4 years.

Article 10: FINANCES page 9

New 10.11

All expenditures that are outside the normal financial operational expenses incurred every month must be approved by the MDRAO board by motion and voting. This includes travel of the executive.

Rationale: All expenditures need to be approved by motion and voting in any not for profit to ensure that all executive members are aware of expenditures as the President & Vice President do not have the authority to spend member's money without board approval and members' knowledge. An example of this was the sending of two members to Worlds at over $6,000.00 which the members disapproved of at the following annual meeting.

Bylaw II EXECUTIVE COMMITTEE

Present: page 12

2) Each Chapter shall elect every two (2) years, one (1) term, a Chapter Executive Committee of no less then three officers as follows;
President Vice-President
Secretary/Treasurer
Educational Director (optional)
Past President (optional)

Proposed: 2) Each Chapter shall elect every two (2) years, one (1) term, a Chapter
Executive Committee of no less then three officers as follows;
President Vice-President
Secretary/Treasurer
Educational Director
Past President (optional)

Rationale: As chapters are holding education days and education should be part

of every meeting and is the main mandate of MDRAO, this position should be a mandatory position. Not optional.

New 7) page 12 All members of the chapter executive must pay their MDRAO membership by June 30th in order to hold office on the chapter executive.

Rationale: If a person is not a member of the MDRAO they cannot hold office.

New: page 12 The Chapter Secretary/Treasurer shall:
d) Ensure that all chapter expenditures are approved by motion and voting by the members in an approved budget.

Rationale: Chapters need to ensure that members are aware prior to spending their money to ensure that all is transparent. This can be done at the first chapter meeting by a proposed budget or motion to approve expenditures**.** As By Laws are the only governing requirements for chapters this needs to be in the chapter By Laws

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New All chapters will hold an Education Day for members on off Conference years whenever possible.

Rationale: Bi annual Provincial conference and education every year is important for members as the main mandate of MDRAO.

DATE: November 16, 2017 Submitted by Theta Chapter

Moved by Colleen Landers Seconded by Elaine Labonte-Bernier at the Nov 16th chapter meeting that these constitutional changes be submitted to the provincial executive to be included for voting be members. Carried

SIGNATURE: Colleen Landers, Michelle Bellefeuille, Tammy Bennardo

CHAPTER: THETA

Membership #: 2001, 2346, 2462

PLEASE RETURN THIS FORM SIGNED, and DATED BEFORE JANUARY 16th, 2017 FOR THE CHANGE TO BE CONSIDERED.

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