



Annual Report 2019 - 2020

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TABLE OF CONTENTS

2020 ANNUAL GENERAL MEETING - AGENDA.....	3
2019 MINUTES OF THE ANNUAL GENERAL MEETING.....	4
ANNUAL REPORT TO CAA MEMBERS 2019 – 2020	9
PRESIDENT’S REPORT.....	9
EXECUTIVE SUMMARY	9
BENEFITS AND PROGRAMS DELIVERED BY CAA TO MEMBERS:.....	11
ADVOCACY	11
EDUCATION	13
RESEARCH.....	14
PROMOTION, PUBLIC AWARENESS AND OTHER MEMBER SUPPORT	14
COMMITTEE, INTEREST GROUP, TASK FORCE AND BOARD VOLUNTEERS:	15
AUDITED REPORT OF THE FINANCIAL STATEMENTS	17

2020 ANNUAL GENERAL MEETING - AGENDA

Tuesday, October 6, 2020 at 9 pm ET

Virtual Meeting

1.	Call to order	Sarah Mason
	Registration	
	Notice of Meeting	
	Scrutineer's Report	
	Quorum	
2.	Approval of the minutes of the 2019 AGM	Sarah Mason
3.	Financial statements & report presented	Jodi Haberstock
	Audited financial statement	
	Appointment of the auditor	
4.	Report on the Board 2019-2020 Activities	Jean Holden
5.	Approval of the Annual Report	Sarah Mason
6.	Election of Director and nominating committee report	Margaret Young
7.	Recognition of Outgoing Board Members	Sarah Mason
8.	Resolution to appoint Margaret Young as President for 20-21	Sarah Mason
9.	Other Business	Sarah Mason
10.	Call to Adjourn meeting	Sarah Mason

2019 MINUTES OF THE ANNUAL GENERAL MEETING

AGM – Tuesday, Oct. 1 - 9 pm ET – Virtual AGM

Speakers: Dave Gordey, CAA President, Jodi Habershtock, CAA Treasurer, Sarah Mason, President Elect, Jean Holden, Executive Director CAA

Quorum for the annual general meeting is met.

1. Welcome and housekeeping - Tracy

2. Welcome and Call to order – Dave

"In accordance with the General By-laws of the Canadian Academy of Audiology, I appoint Tracy Cook to act as the recording secretary for the 2018 Annual General Meeting".

a. "I call for a motion that the agenda, as circulated in the Annual General Report, be approved."

- Motion: Bonnie Cook
- Second: Janine Allison
- Motion Carried

b. Registration – 'All CAA members are registered with the secretary per the webinar registration program'.

c. Notice of meeting - "The notice calling the meeting of members was emailed to all members of record on Aug 28, 2019".

d. Scrutineer's Report

"40 members are present, and 30 member(s) represented by proxy making a total of 70 voting members".

e. Quorum

"Notice having been served in accordance with by-laws and a quorum being present, the meeting is declared duly constituted for the transaction of business."

3. Minutes of the last meeting

"Copies of the minutes of the Annual General Meeting have been made available to each member in the Annual General Report".

a. "I call for a motion that the minutes of the previous meeting of the members held on October 12th, 2018 be approved as circulated".

- Justyn Pisa
- Nancy Zantinge
- Motion carried

4. Financial statements and reports - Dave and Jodi

"I call upon Jodi Haberstrock, Treasurer of the Canadian Academy of Audiology, to present the financial statements of CAA for the year ending May 31, 2019 (including the balance sheet and accompanying statement, together with the auditors' report therein) contained in the Annual General Report distributed to the members".

a. Financial Statements – Jodi

"I move that the audited financial statements for the year ended May 31, 2019 be approved".

- Second: Anne Follows
- Motion Carried

b. Appointment of the Auditor – Jodi

"I move that Dixon Gordon & Co. LLP be appointed as the auditors of CAA to hold office until the next annual meeting or until their successors are duly appointed, and the board of directors be authorized to fix the auditors' remuneration".

- Second: Barbara Bentley
- Motion carried

5. "I call upon Jean Holden, Executive Director of the Canadian Academy of Audiology, to present a report on the Board's activities".

- Jean presents the Annual report

CAA delivered benefits to its members in the key strategic priorities.

Education:

High level continuing education in science and clinical matters is provided by our annual conference with an outstanding roster of invited speakers is complemented by peer reviewed contributed posters and podium presentations. Our webinar series provided access to international and Canadian experts and our members blog continues to be strong. The Canadian Audiologist journal continues to increase its readership thanks to contributions to science, research, clinical practice and industry news columns from world class leaders in Audiology related research and clinical matters. This year we partnered with the IDA institute to engage in international projects to develop tools to promote and facilitate 'Family and Patient Centred Care'.

Advocacy:

CAA collaborated with SAC, Pediatricians and other medical surgical specialists as the Canadian Infant Hearing Task Force (CIHTF). The updated report card on Canadian Early Hearing Detection and Intervention Programs was shared in a media release in Ottawa resulting in raised awareness and a call to action in the public, health system and governments. CIHTF hosted an exhibit booth at the Canadian Paediatrics Society conference which raised commitment by the CPS members and Board of Directors to advocate for improvements in deficient provinces and territories.

CAA and SAC worked together with Federal third-party funding agencies to strengthen the policies and operations process flow.

CAA supported the Canadian Accessibility Act (Bill C-81) passed within the last year and joined the follow up group advocating for implementation of the Act recommendations and future enhancement.

As a member of the Hearing Health Alliance of Canada (HHAC) we helped to build awareness of hearing health issues and the need to implement a national hearing health strategy with over 100 Federal MPs and senators and 50 Ontario provincial representatives. Hearing health related issues and recommendations were included in a report by a House of Commons Standing Committee to the Federal Government.

Promotion of Audiologists and Hearing Health to the public:

CAA had a robust public facing communication campaign including national podcasts, multimedia interviews, social media, print and digital public facing distribution. Communication focused on the unwanted impacts of unmanaged hearing loss at all stages of life, the importance of managing risk of hearing loss and the need to see an Audiologist to give hearing health management at all stages of life.

Our social media campaign achieved over 10.5 million impressions. Podcasts were used in programs having a typical combined total of 377K downloads. Media Planet News in print and digital media had a minimum reach of over 1.9 Million readers. The digital Media Planet campaign had a high rate of interests revealed by a click through rate of 48%.

Supporting Audiologists:

CAA and The Canadian Society of Otolaryngologists and Head and Neck Surgeons (CSO) boards have committed to and are acting together to promote direct referral of patients from Audiologist to Otologist in Provinces and Territories where this does not exist.

The National Vestibular Special Interest Group provided communication to 850 followers, will soon publish a member only PPT programs to educate referring physicians, has published articles and is building a website.

The Accessibility project team contributed articles, a survey to assess current use of access technology in clinics and a workshop for those with hearing loss to guide them on ways to advocate for availability of access support.

The distributed annual report highlights many other achievements towards our priority objectives including a soon to be released position statement on issues related to 'Over the counter hearing aids'.

We are grateful for the contributions by the volunteer board of directors and committees listed in the Annual report. All these individuals take time from their personal lives and families to ensure that CAA achieves success. They are joined by Tracy Cook, Erika Henry, Meeting Management Services and other contractors to make CAA the outcomes possible.

We hope to see you in Halifax in a few weeks where our awards will be presented at the President's lunch.

6. Approval of the Annual Report - Dave

"Copies of the Annual Reports of the Board of Directors and Committee Chairs have been made available to each member in the Annual General Report".

I call for a motion that the Annual Reports of the Board of Directors and Committee Chairs be approved as circulated”.

- Motion: Margaret Young
- Second: Jacob Sulkers
- Motion carried

8. I call on Sarah Mason chair of the nominations committee, to present the Election of Directors and the presentation of the Board of Directors.

“In accordance with the Bylaws 2 positions were open on the board. A call for nominations was sent to all CAA members by email on Feb 2nd, 2019. At close of nominations June 30, 2019 there was one 1 nominee for the 2 openings, therefore an election was not needed, and the candidate is acclaimed to the board.

We welcome Tara Collins, the experienced Audiologist owner of Saskatoon Hearing & Audiology Clinic where she focuses on amplification, rehabilitation and optimizing benefit from assistive devices.

The Board of Directors for this next year will be made up of the following directors - Sarah Mason
For the first year of their first term:

Tara Collins

Returning for the 2nd year of their first term:

Margaret Young

Sarah Mason

Steve Lomber

Returning for the 1st year of their second term:

Justyn Pisa

Dave Gordey

Erica Zaia

Returning for the 2nd year of their second term:

Marlene Bagatto

Jodi Haberstok

Janine Verge

Returning for the 3rd year of their second term:

Barb Bentley

Bonnie Cooke

7. Officers – “The Board of Directors have appointed the following officers:

- a. President – Sarah Mason
- b. Treasurer – Jodi Haberstok
- c. Secretary – Bonnie Cooke

8. Resolution to Appoint Margaret Young as President-Elect – Dave Gordey

“I call for a motion that Margaret Young be appointed as the President Elect of CAA to hold office until the next annual meeting or until his successor is duly appointed”.

- Marlene Bagatto
- Justyn Pisa
- Motion Carried

9. Recognition of Outgoing Board Members – Dave Gordey

Bill Hodgetts

- Bill Hodgetts served as a Director for a total of 12 years. His many contributions include creating the Clinical Research Grant, developing the role of the Science & Education Committee contributions to conference abstract review and acting in a leadership role as President of CAA to strengthen the benefits offered to members.

Angela Weaver

- Worked diligently as a member and co-chair on the conference planning committee and particularly focused on fund raising activities related to the Clinical Research Grant.

10. Call for Other Business - Dave

“Call for other business – please use the question box if you have any other business, questions or comments.”

11. Adjournment – Dave

“Being that there is no further business I call for a motion that the 2019 Annual General Meeting is concluded at 9:34 pm”.

- Motion: Erica Zaia
- Second: Claude Fuller
- Motion carried

12. Final slides Dave

Board - We would like to thank our Board of Directors for your dedication and volunteer efforts in enhancing the role of Audiologists.

Conference - A reminder on our upcoming **CAA Conference 2019, at the Marriott Harbourfront, Halifax, N.S.**

Mission Statement

The Canadian Academy of Audiology is dedicated to enhancing the role of audiologists as primary hearing health care providers through advocacy, education and research.

Introduction

All the activities of CAA are directed towards supporting the members as Audiology professionals across Canada including supporting students and new career Audiologists. CAA also enhances public awareness of hearing health matters and the role of the Audiologist. CAA is engaged in projects to support awareness by other health professionals and educators to prevent hearing loss and to understand the impact of hearing loss and actions to support this important health issue.

The Academy's vision is to represent the profession of audiology in Canada and to support enhancement and development of its members.

PRESIDENT'S REPORT

Sarah Mason, AuD, President

At the Canadian Academy of Audiology, the executive director, executive board, and board of directors are committed to the ongoing development of an organization to best support audiology in Canada as the only dedicated national audiology association. A key component to achieving success is strategic planning. For 2019 to 2022, CAA identifies five main priorities to serve our members and their patients. First, is public relations and awareness. This includes creating activities and resources for the public that highlight the importance of healthy hearing; providing education on hearing loss and its co-morbidities and educating on the role of the Audiologist. Our next strategic objective is to promote better inter-provincial relationships. Audiologists' professional experiences are extremely important to CAA. This objective focuses on increasing our understanding of region-specific challenges and how inter-provincial collaboration may support the development of solutions to overcome these barriers. Third, is to increase our audiology advocacy activities with the federal government. Gaining the attention of members of parliament, senators and decision-makers on the importance of healthy hearing is crucial. Public awareness, integration across the health system and funding of hearing services across the lifespan of individuals depends on their support. Our fourth and fifth strategic priorities are CAA membership development and retention plus education, respectively. Education includes the delivery of relevant and useful webinars, conferences that support professional growth, blogs and our online journal with scientific articles that highlighted audiological research in Canada and around the world.

EXECUTIVE SUMMARY

CAA delivered benefits to its members in key areas of 'Education, Advocacy and Research' as well as promoting the profession of Audiology and hearing healthcare to the public. CAA supported other projects to enhance the role of Audiologists and their ability to serve their patients. Achievements moved us ahead in the 5 priorities discussed in the President report above.

Education:

High level continuing education in science and clinical matters is provided at our annual conference which attracts an international audience. In addition to our outstanding roster of invited speakers we continue to welcome contributed posters and podium presentations. Our webinar series provided

access to international and Canadian experts. Our Canadian Audiologist journal is continuing to increase its readership thanks to editors Dr. Marshall Chasin and Dr. Steve Aiken who attract contributions to science, research, clinical practice and industry news columns from world class leaders in Audiology related research and clinical matters. The Science and Education committee continues to host the successful CAA 'members only' blog. We have partnered with the IDA institute to engage in international projects to develop tools to promote and facilitate 'Family and Patient Centred Care'.

Advocacy:

- Our work with the Hearing Health Alliance of Canada (HHAC) will present a blueprint to developing a National Hearing Health Strategy to the Federal Government in Spring 2021. This follows our preliminary work to build awareness of the negative impact of unmanaged hearing loss across all life stages with over 100 Federal MPs and senators and 50 Ontario provincial representatives and administration.
- CAA continued to strengthen the policies and operations process flow of Federal third-party funding agencies through joint efforts with Speech-language and Audiology Canada (SAC).
- The 2019 EHDI report card was shared at various national audiology and medical conferences. The national survey results were accepted for publication in the Canadian Journal of Speech-Language Pathology and Audiology (CJSLPA). Throughout the Covid19 pandemic, the members of the CIHTF have shared experiences and procedures to manage the unexpected interruption in services. We will continue to advocate for access to infant hearing services nation-wide.
- CAA supported actions and advocacy to implement the Canadian Accessibility Act (Bill C-81) and published an issue of the Canadian Audiologist devoted to Accessibility. CAA did a survey to assess strategies used by Audiologists to provide accessible service in clinics.

Promotion of Audiologists and Hearing Health to the Public:

Animated messages were distributed with good success through major social media channels (targeting the public) to reinforce the impact of unmanaged hearing loss on all stages of the life continuum and the need to seek advice from an Audiologist to help manage impacts.

CAA produced a suite of tools to promote accessible virtual meetings for people living with hearing loss and used this to celebrate Hearing and Speech Month for 2020. An article, infographic poster, and animated video were created and sent to members.

Supporting Audiologists:

CAA and The Canadian Society of Otolaryngologists and Head and Neck Surgeons (CSO) boards have committed to promote direct referral of patients from Audiologist to Otolologist in Provinces and Territories where this does not exist. Representatives of each organization by Province are engaged in this ongoing project.

The National Vestibular Special Interest Group which provided broad communication to 850 followers about Vestibular services, will soon publish an education slide program for members to educate referring physicians. This group has also published articles and is currently building a specialty specific website.

A dedicated team is researching and will soon propose a position statement on issues related to 'Over-the-counter' hearing aids.

Commitment to Students:

CAA waives conference registration for 25 students, provides a student bursary to assist with conference attendance and presents 5 awards chosen by the University programs. Our student

reception is a mentor-based networking hour designed to give access to Audiologists who have chosen a variety of career directions.

BENEFITS AND PROGRAMS DELIVERED BY CAA TO MEMBERS:

ADVOCACY

Hearing Health Alliance of Canada (HHAC) and a National Strategy

The HHAC is aiming to present the case to the Federal Government in Spring 2021 to support the creation of a National Hearing Health Strategy. The team is creating a blueprint document outlining the evidence-based issues related to a sub-optimal hearing health system in Canada and the impact of failing to provide resolutions on Canadians of all ages, the government and health system. A high-level approach is outlined together with desired national outcomes: 1. reduce the prevalence of hearing loss 2. provide quality hearing health care and 3. improve quality of life for those living with hearing loss. This will be supported by wide distribution of the report and media release.

Canadian Infant Hearing Task Force (CIHTF)

This year the 2019 EHDI report card continued to be leveraged. It was shared at various national audiology and medical conferences. The fiscal year 2019 included the hosting of a booth at the Canadian Paediatric Society conference and the CAA conference. Several presentations were made by Dr. Hema Patel to Paediatricians and other Physicians across Canada.

We also had the national survey results accepted for publication in the Canadian Journal of Speech-Language Pathology and Audiology (CJSLPA). Throughout the pandemic, the members of the CIHTF have shared our experiences and procedures to manage the unexpected changes in services. We will continue to advocate for access to infant hearing services nation-wide.

Adult Coalition on Adult Hearing Health (CAHH)

CAHH is a collaboration of Audiologists from CAA and SAC, physicians and researchers. Informed by the coalition's national survey, they chose to improve the engagement and collaboration of physicians and Audiologists working across the health continuum to make adult hearing health a priority and guide patients and families to protect and improve their hearing over their life span. To meet CAHH's initiative, educational materials and presentation content is currently being developed and will be presented through professional development channels in the future. CAHH produced and distributed a poster entitled 'Tips for healthcare providers communicating with patients with hearing loss'. More materials to support education of other health care providers will be produced soon.

Over-the counter (OTC) Interest Group (includes members SAC and CAA)

The survey of Canadian hearing health care provider's opinions of OTC devices was presented at Seminars in Audition with a focus on OTC devices. It was well-received and a publication in the Canadian Audiologist followed. We are eagerly awaiting the OTC guidelines from the US to inform an updated position statement for our membership.

Federal Health Partners on Third Party Funding

The Third-Party committee was developed to provide an efficient and effective working relationship with the Federal Healthcare Partnership (FHP) Program Members. This includes Veterans Affairs Canada (VAC)/Blue Cross, Department of National Defence (DND), Royal Canadian Mounted Police (RCMP), Canadian Forces Base (CSB), First Canadian Health (FCH) and First Nations and Inuit Health Branch (FNIHB) - Non-insured Health Benefits (NIHB). The committee's goal is to improve the quality of care to

our mutual clients, to guarantee access to services and to ensure fee structures are in place for our members who provide these services.

CAA and SAC meet with the FHP twice a year formally and as needed via e-mail and teleconference. The areas of concern do not vary greatly from year to year. Progress has been made in our communications and many issues have been resolved. We are working diligently with NIHB to improve their service delivery model as well as the service they provide to their clients. We continue to communicate on key issues with members of the FHP to allow us to be involved in the early stages of any decision-making process to better meet the needs of all the parties involved. We have been involved with a working group with VAC and other service providers as they create a new online portal.

The Third-Party committee is always looking for input from our members on their experience with all the FHP groups (VAC, DND, RCMP, NIHB). Thank you to all members who take the time to provide us with information that will help facilitate improving the services for FHP clients.

Accessibility Advocacy Projects

The Accessibility Committee conducted a survey in May 2019 assessing current accessibility strategies in audiology practice. These results were analyzed and displayed during the poster presentations and poster blitz at the 2019 CAA conference. Findings were also published in volume 6, issue 6 of the Canadian Audiologist.

Currently, the committee is working on an equity, diversity, and inclusion (EDI) project. All five audiology University programs in Canada have agreed to participate. According to the “Equity, Diversity, and Inclusion at Canadian Universities Report on the 2019 National Survey,” opportunities to share lessons learned and promising practices among those from similar types of programs are valuable. Participants will provide an overview of their audiology program’s priorities, strategies, and action plans for EDI. The overview will be published in a future issue of the Canadian Audiologist in the ‘Issues in Accessibility’ column.

Support for the implementation of Bill C-81, Canada’s Accessibility Act, has continued in the form of distributing calls for information, sharing survey research opportunities and refinement of outcome expectations. The Chair of the CAA Accessibility committee has applied to be a committee member for the government sponsored team to implement recommendation developed in Bill C-81.

CAA supported petitions when concern was raised that disabilities would be used as a factor in triaging COVID19 critical care patients.

See Promotion, Public Awareness and other Member Benefits section for Accessibility materials featured in May Hearing month activities related to improving hearing accessibility in virtual meetings.

Direct Referral to Otolaryngologists

This year we began building on the project approved by the Boards of the Canadian Academy of Audiology and the Canadian Society of Otolaryngology to promote the direct referral of patients by Audiologists to Otolaryngologists in all provinces. Experiences gained from the negotiating activities of the provinces where direct referral is implemented is being used to support next steps. Tactics and messaging are in progress working with one additional large province and this will quickly be fanned out to other provinces based on the learning gained. Access to government contacts has been delayed during the Pandemic.

Conference

The conference in Halifax in October 2019 was extremely well attended by Audiologists, scientists, researchers and students from across Canada and the world. The Academy was honoured to have an all-star line-up of invited speakers from Canada, Europe and USA. Sessions included a diverse range of topics in science and applications to clinical assessment and service delivery. Contributed papers presented at the podium and in poster format were from all over north America and were of outstanding quality. Selected poster authors gave 3-minute presentations at the podium in a poster blitz format. A featured local pub adventure social activity had high attendance with tickets sold at cost recovery.

In the exhibit hall, registrants learned about developments in technology, education and services while networking with industry representatives and colleagues. Other social events were a highlight of networking, forming lasting working relationships and investing in career development.

Preparations for the 2020 conference planned for October in Ottawa were well underway with another world class roster of speakers and pre-conference sessions confirmed. Other preparations were in progress when the project was put on hold in March because of uncertainties related to the pandemic. CAA was obligated to await the decision of the contracted hotel leadership to formally announce cancellation of the in-person conference in August. Evaluation of the options to hold a virtual conference with input from our members lead us to a plan to provide a stream of webinars over the months of fall 2020.

Webinars

CAA typically holds a minimum of 3 webinars each fiscal year. This year we hosted webinars on speech understanding in complex children who are hard of hearing, vestibular assessment after sport-related concussions, and understanding cases of tinnitus with a normal audiogram. The IDA Institute presented a special session on applying person-centered care. CAA provided pandemic related webinars: 2 sessions on e-Audiology, employment law for re-opening during COVID-19 presented by a lawyer and the impact of personal protection equipment on communication for individuals with hearing loss including results of a recent research study and proven methods to overcome the challenges created by wearing a face mask.

Blogs

CAA continues to provide “The Voice of Audiology” through the CAA Blog. The blog is available to CAA members and is intended to provide a platform for conversations about ‘all-things-audiology’ and to give our members a voice. All members are welcome to post comments and engage in discussion on the blogs or to submit their own blogs for consideration. This fiscal year there were 4 blogs on topics ranging from clinician burnout to sneak peeks into the 2019 CAA accessibility survey.

Canadian Audiologist Online Journal Annual Report

All you need to do is type in CanadianAudiologist.ca (or .com) and click on the Table of Contents for each of the six annual issues. The CanadianAudiologist.ca continues to increase in readership, both on page views, and the length of time readers remain on one page. Beginning in 2018 there was a significant bump in readership with both page views and overall readership essentially doubling. This positive trend has continued. Since last year we have had a 9% increase in readers and the number of unique page views has increased by over 7%.

Each of the six annual issues has 8-14 feature articles in addition to six regular columns. Previous

issues in this past year had differing focuses including the life's work of Dr. Brian Moore, the research performed at Dalhousie University, an issue guest edited on Over the Counter (OTC) hearing aids edited by Steve Armstrong, Marlene Bagatto, and Steve Aiken, and an issue guest edited on Pediatrics edited by the very busy Marlene Bagatto. In issue #5 of this year, there will be a focus on the research performed at the University of Ottawa.

In 2020, CanadianAudiologist.ca has implemented a PDF download feature for all items so that readers can download them to their own files and (re)read them in the future. An Editor's Corner is a new Members-only benefit that can be found on the CAA website. Our Associate Editor Steve Aiken and Marshall Chasin have selected some excellent articles from the archives of CanadianAudiologist.ca and have brought them together in one place for the members. Editor's Corner will be updated with new gems on a regular basis.

Partnership with IDA institute

Education and research have always been extremely important and central to the work at CAA. CAA announced partnership with the IDA institute earlier this year. The IDA Institute is an independent, non-profit organization working to integrate person-centered care in hearing rehabilitation. Together with hearing care professionals around the world, they develop tools and resources to strengthen the counseling process. Our new partnership includes collaboration on projects and webinars related to person-centered care and to share IDA's exceptional resources, tools and educational content with our CAA members.

RESEARCH

Clinical Research Grant

The clinical research grant is intended to assist clinicians with a research project. In addition to offering on \$5,000 award or up to 2 x \$2,500 awards, the research and academic team assembled by CAA can offer guidance on research design and methods. Recipients are expected to present their results at a future CAA conference and contribute to the CAA Blog. CAA also distributes surveys to support academic research studies.

PROMOTION, PUBLIC AWARENESS AND OTHER MEMBER SUPPORT

Public Awareness Campaign

Animated messages were distributed through major social media channels (targeting the public) to reinforce the impact of unmanaged hearing loss on all stages of the life continuum and the need to seek advice from an Audiologist to help manage impacts. These messages measured a very high 45% 'click through' rate to seek information on our website.

Virtual Meetings and Accessibility

The Covid-19 Pandemic imposed physical distancing restrictions to optimize public health. This shifted the practice of meeting in-person to using virtual platforms to meet both at home and in the workplace. CAA produced a suite of tools to promote accessible virtual meetings for people living with hearing loss and used this to celebrate Hearing and Speech Month for 2020. An article, infographic poster, and animated video were created and sent to members.

COMMITTEE, INTEREST GROUP, TASK FORCE AND BOARD VOLUNTEERS:

CAA is extremely fortunate to have the committed engagement of its volunteer Board members, Committees and other volunteers to make valuable contributions to the work of CAA. We are extremely grateful for the time, effort and expertise provided by our volunteers with time taken away from their personal lives to contribute to the improvement of their profession and the patients served by Audiologists across Canada.

CAA Board of Directors 2019 – 2020

Sarah Mason, President
Dave Gordey, Past President
Margaret Young, President Elect
Bonnie Cooke, Secretary
Jodi Haberstoch, Treasurer
Marlene Bagatto, Director
Barb Bentley, Director
Janine Verge, Director
Erica Zaia, Director
Justyn Pisa, Director
Stephen G. Lomber, Director
Tara Collins, Director

The current list of the Board of Directors with their biographies and photos can be found on our [website](#).

Accessibility Committee:

Janine Verge, Anne Griffin, Dana Song
All accessibility projects such as surveys, articles, engagement with Accessibility Canada, poster and infographics

Conference Committee:

Margaret Young, Jennifer Vosper, Neda Chelehmalzadeh
Social activities, student activities, moderators

Conference Speaker Selection Committee:

Marlene Bagatto, Dave Gordey, Sarah Mason
Build program with input from Science & Education committee, Directors and others

Vestibular Committee Members:

Erica Zaia, Janine Verge, Michael Vekasi, and Curtis Wetmore (CAA and SAC)
Write articles, surveys, promotional and education support related to Vestibular specialty

PR and Awareness

Bonnie Cooke, Justyn Pisa, Clayton Fisher, Kathleen Jones, Bonnie Cooke, Justyn Pisa, Ualace Campos (translation), Nicole Pelley - student liaison.
Support the Marketing and communication activities implemented by administration and creative

Committee of Past Presidents

Salima Jiwani, Marlene Bagatto, Dave Gordey, Chuck Fuller, Ronald Choquette, Anne Griffin, Carri Johnson, Rex Banks, Steve Aiken, Susan Nelson-Oxford, Gurjit Singh, Bill Hodgetts,

Note: Only Past Presidents who are current CAA members qualify to be committee members.

Manage professional awards and selection of student bursary winners

Canadian Infant Hearing Task Force

Marlene Bagatto, Bill Campbell, Sheila Moodie, Tanis Howarth, Tony Herdman, Christine Santilli, Shane Moodie, Elizabeth Fitzpatrick, Diane Bremner, Hema Patel, Robert Funnell, Greg Noel, Charlotte Douglas, Jacob Sulkers, Lynne Brewster, Anne-Marie Hurteau, Brian Westerberg, Chantal Kealey, Darren Leitao, Nael Shoman, Cheryl Messier, Sharon Ritterman, Diana Dinon, Theresa McVea, Kaitlyn McKay, Jenny Hatton (includes reps from Audiology, Paediatrics, Otolaryngology)

Research, surveys, reporting status of EDHI, advocate with federal government and provincial governments to improve programs across Canada, educate practitioners and professional associations.

Over-the-Counter Hearing Aid Interest Project Group

Marlene Bagatto, Steve Aiken, Steve Armstrong

Research status, attitudes, regulations aiming to develop a Position statement and learn from other jurisdictions in the world about the impact of OTC on hearing services

Federal Health Partners on Third Party Funding:

Barb Bentley, Sue Schlatter, Erica Zaia, Justyn Pisa, Carri Johnson, and Justyn Pisa together with members of SAC and the Federal funding agencies

Work together to improve funding models, definitions and processing of funding claims.

Science and Education Committee:

Melissa Polonenko, Steve Lomber, Salima Jiwani, Steve Aiken, Mathieu Hotton, Amber Ostevik, Homira Osman, Joshua Baitz, Andreas Seelisch

Manage webinar speaker suggestions, input to conference speaker selection, manage blogs, manage review of abstracts and selection of contributed conference presentations at the podium and poster presentations. Manage poster award selection.

Adult Hearing Healthcare Coalition

Sarah Mason, Steve Aiken, Jean Holden (CAA representatives), members from SAC and a family physician are included

Produce education and support materials on adult hearing health care to physicians

Tinnitus Special Interest Group

Jodi Haberstrock, Glynnis Tidball, Kim Eskritt, Nichole Sorensen

Education and support related to tinnitus issues and care

Direct Referral ENT

Dave Gordey, Audiologists and Otolaryngologists in each province and regions

Work towards Direct referral by Audiologist to Otolaryngologist

Nomination Committee

Margaret Young (chair), Dave Gordey and Sarah Mason

Special thanks to:

Tracy Cook Administration Manager

Erika Henry Production and Media Coordinator

Matthew Spence Graphics and Media Design

MMS conference management team: David Dewar, Stephanie Laros and Colleen Sicard

AUDITED REPORT OF THE FINANCIAL STATEMENTS

CANADIAN ACADEMY OF AUDIOLOGY

Financial Statements

May 31, 2020



www.canadianaudiology.ca

CANADIAN ACADEMY OF AUDIOLOGY

Contents

May 31, 2020

Independent Auditor's Report	1 - 2
---	--------------

Financial Statements

Statement of Financial Position	3
Statement of Changes in Net Assets	4
Statement of Operations	5
Statement of Cash Flows	6
Notes to Financial Statements	7 - 10

INDEPENDENT AUDITOR'S REPORT

To the Members of Canadian Academy of Audiology

Report on the Audit of the Financial Statements

Qualified Opinion

We have audited the financial statements of the Canadian Academy of Audiology ("the Academy"), which comprise the statement of financial position as at May 31, 2020, and the statement of revenue and expenses, statement of changes in net assets and 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, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Academy as at May 31, 2020, and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many non-profit organizations, the Academy derives revenue from certain sources, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Academy and we were not able to determine whether any adjustments might be necessary to revenue, excess of revenue over expenses, assets and net assets.

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 Academy 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 qualified opinion.

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

Management is responsible for the preparation and fair presentation of the 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 Academy'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 Academy or to cease operations, or has no realistic alternative but to do so.

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

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.

A further description of the auditor's responsibilities for the audit of the financial statements is located at the Appendix, the description of which forms part of our auditor's report.

Dixon, Gordon + Co., LLP

CHARTERED PROFESSIONAL ACCOUNTANTS, Licensed Public Accountants
Toronto, Canada
August 19, 2020

APPENDIX TO AUDIT REPORT

Further Description of the Auditor's Responsibilities for the Audit of the 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 Academy'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 Academy'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 Academy 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.

CANADIAN ACADEMY OF AUDIOLOGY**Statement of Financial Position****May 31, 2020**

	2020	2019
Assets		
Cash and cash equivalents	\$ 620,069	\$ 666,014
Investment - Friends of Canadian Academy of Audiology (note 4)	17,660	17,573
Deposits and prepaid expenses (note 5)	50,200	50,600
Accounts receivable	1,544	23,021
Sales tax receivable	3,572	542
Equipment (note 6)	2,475	3,800
	\$ 695,520	\$ 761,550
Liabilities		
Accounts payable and accrued liabilities	\$ 45,899	\$ 50,130
Deferred revenue (note 7)	54,617	145,588
	100,516	195,718
Subsequent event (note 3)		
Net assets (page 4)		
Internally restricted (note 4)	17,660	17,573
Unrestricted	577,344	548,259
	595,004	565,832
	\$ 695,520	\$ 761,550

APPROVED:



Sarah Mason, President, Director



Jodi Habersack, Treasurer, Director

See accompanying notes

CANADIAN ACADEMY OF AUDIOLOGY**Statement of Changes in Net Assets****For the year ended May 31, 2020**

	2020			2019 Total
	Internally Restricted	Unrestric- ted	Total	
Net assets, beginning of year	\$ 17,573	\$ 548,259	\$ 565,832	\$ 492,085
Excess of revenues over expenses (page 5)	-	29,172	29,172	73,747
Transfer to internally restricted (note 4)	87	(87)	-	-
Net assets, end of year	\$ 17,660	\$ 577,344	\$ 595,004	\$ 565,832

See accompanying notes

CANADIAN ACADEMY OF AUDIOLOGY**Statement of Operations****For the year ended May 31, 2020**

	2020	2019
Revenues		
Conference (note 9)	\$ 402,068	\$ 408,063
Membership fees	101,058	99,732
Job postings	41,110	52,410
Canadian Audiologist online publication - advertising	29,249	34,290
Interest income	1,465	1,439
	574,950	595,934
Expenses		
Conference	268,348	224,552
Management fees	155,268	142,370
Professional fees	30,930	34,963
Public relations and visibility	9,555	30,010
Website maintenance and member communications	18,755	21,733
External partnerships	6,070	18,529
Board meetings	15,832	16,607
Bank and credit card charges	6,720	8,520
Insurance	5,928	5,786
Scientific advisory award	2,575	5,500
Webinars	5,290	1,112
Office and general	3,533	3,378
Communications	1,509	3,341
Past President	2,668	1,609
Membership	668	2,145
Other projects	2,103	1,084
Amortization (note 6)	1,325	353
Travel	76	595
	537,153	522,187
Excess of revenues over expenses before the undernoted item	37,797	73,747
Writedown of costs on 2020 annual conference incurred before cancellation (note 3)	8,625	-
Excess of revenues over expenses	\$ 29,172	\$ 73,747

See accompanying notes

CANADIAN ACADEMY OF AUDIOLOGY**Statement of Cash Flows****For the year ended May 31, 2020**

	2020	2019
Cash from (used in) operating activities		
Excess of revenues over expenses	\$ 29,172	\$ 73,747
Adjustment to derive cash flows		
Amortization	1,325	353
	30,497	74,100
Change in non-cash working capital		
Deposits and prepaid expenses	400	(13,990)
Accounts receivable	21,477	(13,451)
Sales tax receivable	(3,030)	(542)
Accounts payable and accrued liabilities	(4,231)	18,035
Sales tax payable	-	(8,945)
Deferred revenue	(90,971)	3,764
	(76,355)	(15,129)
	(45,858)	58,971
Cash from (used in) investing activities		
Purchase of investment - Friends of Canadian Academy of Audiology	(17,660)	(17,573)
Redemption of investment - Friends of Canadian Academy of Audiology	17,573	17,486
Purchase of computer equipment	-	(3,712)
	(87)	(3,799)
(Decrease) increase in cash and cash equivalents	(45,945)	55,172
Cash and cash equivalents, beginning of year	666,014	610,842
Cash and cash equivalents, end of year	\$ 620,069	\$ 666,014

See accompanying notes

CANADIAN ACADEMY OF AUDIOLOGY

Notes to Financial Statements

May 31, 2020

1. Purpose and legal form of the organization

The Canadian Academy of Audiology ("the Academy") is a non-profit professional organization dedicated to enhancing the role of audiologists as primary hearing health care providers through advocacy, education and research, and represents the profession of audiology in Canada as a primary source of information to its members, external groups and the public.

The Academy was founded in 1996 and incorporated in 1998 without share capital by letters patent under the Canada Corporations Act and now subject to the Canada Not-for-profit Corporations Act.. The Academy is classified under the Income Tax Act as a not-for-profit organization and as such, it is not subject to income tax.

2. Significant accounting policies

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations using the following significant accounting policies:

(a) Revenue recognition

The Academy uses the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when they are received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are recognized as direct increases in net assets in the year.

Conference and other event related revenues are recognized in the period in which the events are held. The Academy's recognition of conference and event related revenues is subject to uncertainties as it cannot verify the completeness of the amounts receivable from the associated participants. Revenue from membership fees is recognized over the periods to which the membership term relates. Revenue from job postings is recognized in the initial month of posting. Revenue from advertising in online publications is recognized evenly over the months in which the particular publication volume relates. Other revenues are recognized in the period earned.

(b) Conference and event costs

The Academy recognizes conference and event costs as expense in the period in which the particular events are held. Costs pertaining to the selection of sites for conferences and events are charged to expense as incurred.

(c) Financial instruments

Measurement of financial instruments

Financial instruments are recorded at fair value on initial recognition. Financial instruments are subsequently stated at cost or amortized cost as applicable, unless management has elected to carry the instruments at fair value. The Academy has not elected to carry any such financial instruments at fair value.

Financial assets measured at cost or amortized cost include cash and cash equivalents, investment - friends of Canadian Academy of Audiology, deposits, accounts receivable and sales tax receivable. Financial liabilities measured at cost or amortized cost include accounts payable and accrued liabilities and sales tax payable.

Transaction costs

Transaction costs related to financial instruments subsequently measured at amortized cost are applied against the original cost of the related asset or liability and are amortized using the effective interest rate method. Transaction costs related to financial instruments that will be subsequently measured at fair value are recognized in income in the period incurred.

CANADIAN ACADEMY OF AUDIOLOGY

Notes to Financial Statements (continued)

May 31, 2020

Impairment

Financial assets stated at cost or amortized cost are assessed for recoverability on a monthly basis or if there are indicators of impairment. If there is an indicator of impairment, the Academy determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset, and if so, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Academy expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

(d) Cash and cash equivalents

Cash equivalents are highly liquid investments which are readily convertible into a known amount of cash, are subject to an insignificant risk of changes in value and have a maturity date of three months or less from the date of purchase.

(e) Equipment

Equipment assets are recorded at acquisition cost with amortization provided over their estimated useful lives on a straight-line balance basis as follows:

<u>Asset</u>	<u>Period</u>
Computer equipment	3 years

(f) Impairment of long-lived assets

Long-lived assets subject to amortization are tested for impairment whenever events or changes in circumstances indicate that their carrying amount may not be recoverable. An impairment loss is recognized when the carrying amount of the long-lived asset exceeds the sum of the undiscounted cash flows resulting from its use and eventual disposition. The impairment loss is measured as the amount by which the carrying amount of the long-lived asset exceeds its fair value. During 2020 and 2019, no impairment losses were incurred.

(g) Contributed services

Volunteers assist the Academy in carrying out its functions, sometimes receiving nominal reimbursement for their expenses. Due to the difficulty of determining their fair value, contributed services are not recognized in the financial statements beyond the nominal amounts paid, if any.

(h) 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 amount of assets and liabilities and disclosure of contingent assets, liabilities and commitments at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. These estimates are reviewed periodically and adjustments will be made to income as appropriate in the year they become known. Actual results could differ from these estimates.

3. Subsequent event

On July 10, 2020, the Academy announced the cancellation of its annual conference and exhibition scheduled for October 14 to 17, 2020 in Ottawa, Ontario, as a consequence of the world-wide coronavirus (COVID-19) pandemic ("the pandemic") and associated lockdowns.

As at May 31, 2020, the circumstances associated with the public health crisis arising from the pandemic raised significant uncertainties as to whether or not the Academy would be able to proceed with its fiscal

CANADIAN ACADEMY OF AUDIOLOGY**Notes to Financial Statements (continued)****May 31, 2020**

2021 conference. As a precaution, the Academy undertook to delay and eventually cease all spending on conference preparatory related activities. Accordingly, with the cancellation of the conference resolving these uncertainties, the Academy recognized a charge of \$8,625 representing costs incurred before cancellation of the event. No other costs specific to cancellation of the event were incurred. In addition, as at May 31, 2020, receipts of exhibitor fees totalling \$16,000 were applied to accounts payable, as these fees were being refunded subsequent to the fiscal 2020 year-end.

The pandemic also impacted the Academy's operating results for the year ended May 31, 2020, with reduced revenues from online job postings and advertising in the Canadian Audiologist online publication in the final two months of the fiscal year. These revenue streams began to recover subsequent to the year end.

4. Investment - Friends of Canadian Academy of Audiology

	2020	2019
Royal Bank of Canada guaranteed investment certificate, redeemable, interest at 0.50% per annum, maturing December 8, 2020	\$ 17,660	\$ -
Royal Bank of Canada guaranteed investment certificate, redeemable, interest at 0.50% per annum, maturing December 8, 2019	-	17,573
	\$ 17,660	\$ 17,573

This investment has an internal restriction on its use.

5. Deposits and prepaid expenses

	2020	2019
Conference - October 2019 (Halifax)	\$ -	\$ 25,600
Conference - October 2020 (Ottawa) (note 3)	-	5,000
Conference - October 2021 (Kelowna)	20,000	20,000
Conference - October 2022 (Niagara Falls)	20,000	-
Conference - October 2023 (Ottawa)	10,000	-
Other prepaid expense	200	-
	\$ 50,200	\$ 50,600

The deposit amount of \$5,000 as at May 31, 2019, pertaining to the reservation at the hotel and conference facility for the October 2020 conference subsequently cancelled, was transferred to the account of the same facility for the conference scheduled for October 2023.

6. Equipment

	2020			2019
	Cost	Accumulated Amortization	Net book value	Net book value
Computer equipment	\$ 4,771	\$ 2,296	\$ 2,475	\$ 3,800

CANADIAN ACADEMY OF AUDIOLOGY
Notes to Financial Statements (continued)
May 31, 2020

7. Deferred revenue

	2020	2019
Membership fees	\$ 46,306	\$ 58,414
Conference - October 2019	-	72,354
Canadian Audiologist online publication - advertising	8,311	14,820
	\$ 54,617	\$ 145,588

8. Financial instruments

The Academy is exposed to various risks through its financial instruments, without being exposed to concentrations of risk as at May 31, 2020 described as follows:

(a) Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Academy's financial instruments that are exposed to credit risk consist primarily of cash and cash equivalents, investment, deposits and accounts receivable. The Academy places its cash and cash equivalents and investment with high credit quality financial institutions. Generally, such investments will be in excess of the Canada Deposit Insurance Corporation insurable limit. In addition, the Academy generally requires conference participants to place deposits in advance of the associated event. Credit risk exposure is considered to have increased moderately as a consequence of the economic recessionary environment arising along with the pandemic.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate due to changes in market prices. Market risk is comprised of currency risk, interest rate risk and other price risk. The Academy is minimally exposed to interest rate risk, as its guaranteed investment certificate bears interest at a fixed rate and accordingly, experiences changes in fair value with fluctuations in interest rates. Market risk exposure has not changed significantly from 2019.

(c) Liquidity risk

Liquidity risk is the risk that an entity will be unable to fulfill its obligations on a timely basis or at a reasonable cost. The Academy manages its liquidity risk by regularly monitoring forecasted and actual cash flows and financial liability maturities and by holding assets that can be readily converted into cash. The Academy's liquidity risk increased moderately from 2019, due to the uncertainties arising from the pandemic.

9. Conference revenue

	2020	2019
Registration fees	\$ 213,768	\$ 191,268
Exhibitor space	166,800	178,280
Sponsorships	21,500	32,600
Workshops and other	-	5,915
	\$ 402,068	\$ 408,063