

COUNCIL MINUTES

Thursday, September 13, 2018

9:30 a.m. to 3:30 p.m.

375 University Avenue, Suite 803

Council Members:

Andrew Benedetto, RP (President & Chair)
Barbara Locke Billingsley
Shelley Briscoe-Dimock, RP
Gary Cockman
Carol Cowan-Levine, RP
Mary Kardos Burton
Shikha Kasal
Sheldon Kawarsky
Kenneth Lomp, RP
Malcolm MacFarlane, RP (Vice-President)
Miranda Monastero, RP
Pat Rayman, RP
Len Rudner
Steven Stijacic
Kevin VanDerZwet Stafford, RP

Staff Members:

Deborah Adams, Registrar
Janice D'Souza, Registration Coordinator
Jo Anne Falkenburger, Director of Operations & HR
Amy Fournier, Executive Coordinator (Recorder)
Taya Henry, Registration Coordinator
Sabina Hikel, Manager, Communications
Andrew Laughton, Coordinator, Registration & QA
Lene Martinen, Manager, Quality Assurance
Mark Pioro, Director, Professional Conduct & Deputy Registrar

1. Welcome and Opening Remarks

A. Benedetto, President & Chair, called the meeting to order at 9:35 a.m. and welcomed all present.

2. Approval of Draft Agenda

The Chair introduced the draft agenda.

MOTION C-13SEP2018 – M01: Moved by K. Lomp, seconded by K. VanDerZwet Stafford

That the agenda of the September 13, 2018, meeting of Council be approved as presented.

CARRIED

3. Approval of Draft Minutes

The Chair introduced the draft minutes from the September 13, 2018 Council meeting.

MOTION C-28JUN2018 – M02: Moved by L. Rudner, seconded by M. Kardos Burton

That the draft minutes of the February 22, 2018, meeting of Council be approved as presented.

CARRIED

4. Conflict of Interest Declarations

None declared.

5. President's Remarks

A. Benedetto noted that the strategic planning process is underway and member town halls will inform the beginning of the strategic planning process.

6. Registrar's Report

D. Adams, Registrar, introduced her report to Council and highlighted the letter that was sent to the Financial Services Commission of Ontario (FSCO) regarding the absence of RPs on the list of regulated providers authorized to provide care in relation to motor vehicle accidents. The letter addressed the issue of access to care with the provider of choice and with the expectation of continuity of care.

The CRPO is currently recruiting peer and practice assessors and have received 14 applications to date. Assessors will be selected in the coming months.

CRPO staff is busy preparing for the upcoming OACCPP conference on September 20, 2018, where they will be presenting at a preconference event devoted to preparing professionals for practice. In addition, staff will be presenting at the Council for Licensure, Enforcement and Regulation (CLEAR) conference in Philadelphia the last week of September.

D. Adams provided an update on public member appointments, noting that five current public members have terms expiring in October and November. Reappointment paperwork was submitted to the Public Appointments Secretariat on July 3, 2018, when the Minister of Health was appointed, but no information has followed from government since the paperwork was filed. If these five public members are not reappointed ahead of the expiration of their terms, CRPO Council will be un-constituted.

7. Committee Reports to Council

7.1. Client Relations

C. Cowan-Levine, Chair, presented the Client Relations Committee report to Council noting that the committee received their first request for funding for therapy or counselling from a client alleging sexual abuse by a Registered Psychotherapist. C. Cowan-Levine stated that more information was requested by the committee from the client and that thorough deliberations were undertaken in approving the funding and in considering the needed processes that need to be developed to respond to future requests.

7.2. Discipline

S. Kasal, Chair, presented the Discipline Committee report to Council and indicated that there have been no referrals to discipline since January 2018. There is one referral to discipline that is awaiting scheduling. One motion was filed by a member to vary an order made by the panel regarding course completion. The motion was granted on August 29 with an extension to complete the required course by October 25.

7.3. Examination

K. Lomp, Chair, presented the Examination Committee report noting that resources are being

developed to assist the committee in decision-making that is transparent and fair.

7.4. Executive

A. Benedetto, Chair, presented the Executive Committee report to Council and thanked Mary Kardos Burton, who has completed her second one-year term on the committee, for her many contributions over the last two years.

7.5. Inquiries, Complaints & Reports Committee

K. VanDerZwet Stafford, Chair, presented the ICRC report to Council thanking the committee members for their diligent panel work and thanked Pat Rayman for stepping in to chair a panel.

7.6. Quality Assurance

M. Kardos Burton, Chair, presented the QAC report to Council and highlighted that the peer and practice assessor job description recently changed from requiring a minimum of 10 years' experience as a psychotherapist to now requiring a minimum of five years' experience, which has resulted in an increased interest in eligible candidates. M. Kardos Burton also noted that a QA panel is scheduled to take place in October.

7.7. Registration

M. MacFarlane, Chair, presented the Registration Committee report to Council noting that the committee's focus has been on panels. It was also noted that the committee is making progress on the grandparenting applications and hopes to meet the target of completing all grandparenting applications by the end of the fiscal year.

8. Committee Appointments

A. Benedetto, Chair, informed Council that the Executive Committee recommends the appointment of M. Monastero to the Quality Assurance and Inquiries, Complaints and Reports Committee.

MOTION C-13SEP2018 – M03: Moved by L. Rudner, seconded by K. Lomp

That M. Monastero be appointed to the Inquiries, Complaints and Reports Committee and the Quality Assurance Committee.

CARRIED

9. Electronic Practice Guideline

A. Laughton, Coordinator, Registration & Quality Assurance, presented Council with background information on the Electronic Practice Guideline and provided a timeline of the guideline's development at committee level, including consultation with a focus group comprised of Registered Psychotherapists. The focus group provided significant suggestions to the guideline, including: when electronic practice is not appropriate, and the unique milieu that requires competency specific to the form of practice.

Council discussed how the guideline could better incorporate the use of social media platforms and suggested that the QAC incorporate further information regarding privacy, security and Personal Health Information Protection Act (PHIPA). Council also sought clarification regarding services provided to a client in another jurisdiction.

Council directed the Quality Assurance Committee to review the draft Electronic Practice Guideline

further and suggested adding more relevant resources regarding PHIPA and providing more comprehensive information regarding providing services to clients in other jurisdictions.

MOTION C-13SEP2018 – M04: Moved by C. Cowan-Levine, seconded by K. VanDerZwet Stafford

That the draft Electronic Practice Guideline be returned to the Quality Assurance Committee for further review.

CARRIED

10. Prescribed Regulatory Education

L. Marttinen, Manager, Quality Assurance, highlighted the work that the QAC has done at the committee level with regards to prescribed regulatory education. This item was brought forward to council for information and education.

11. *Categories of Prescribed Therapies Involving the Practice of Psychotherapy Regulation* Submission Update

D. Adams, Registrar, informed council that the Controlled Act regulation submission was made to the Ministry of Health on June 29, 2018, in accordance with the Minister's direction. Most recently, D. Adams and C. Cowan-Levine, Controlled Act Task Group (CATG) Chair, met with the Controlled Act Access Committee (CAAC) on August 1 to discuss how to have consistent messages across the various sectors that are impacted by the regulation. While the operational work now falls on the various ministries and branches of government, the CRPO will continue to participate in work led by government. The CATG met on September 12 to explore 'next steps', particularly regarding how to best disseminate the suite of documents. The CATG agreed in principle on a three-pronged approach:

1. Letter thanking stakeholders for participation & articulating our next steps in summary
2. Practical 'internal' usage of each component – incorporating self-assessment tool into the registration process
3. Supporting wider 'external usage' of the documents by stakeholders

The CATG will be kept up-to-date regarding the CAAC work and will reconvene as needed. Staff will disseminate the documents through the Registration Committee and communication with members and will incorporate in other areas, as required (e.g. jurisprudence).

12. Clinical Supervision Update

D. Adams, Registrar, informed council that staff would be meeting with College of Psychologists of Ontario (CPO) in September. Further updates and information will be provided at the November 29 council meeting after the Registration Committee meets in October.

13. Election of Officers

D. Adams, Registrar, introduced the topic noting that in accordance with the CRPO by-laws, “the Executive Committee shall be composed of the President, the Vice-President and three (3) members of Council. Three (3) members of the Executive Committee shall be Members and two (2) members of the Executive Committee shall be Public Members.” When there is only one nominee for a position, that person shall be elected via acclamation. D. Adams offered her congratulations to Andrew Benedetto (president), Malcolm MacFarlane (vice president), Carol Cowan-Levine, Sheldon Kawarsky and Steven Stijacic on their positions on Executive. The first meeting of the new Executive will take place tomorrow.

MOTION C-13SEP2018 – M05: Moved by K. VanDerZwet Stafford, seconded by G. Cockman

That Council accepts the acclamation of **Andrew Benedetto** as President; the acclamation of **Malcolm MacFarlane** as Vice President; the acclamation of **Carol Cowan-Levine** as Member (Professional); and the acclamations of **Sheldon Kawarsky** and **Steven Stijacic** as Members (Public) of the Executive Committee.

CARRIED

14. IN CAMERA: 2017-2018 Audited Financial Statements

MOTION C-13SEP2018 – M06: Moved by S. Kawarsky, seconded by M. MacFarlane

That the public be excluded from the meeting pursuant to clause 7.2 (b) of the *Health Professions Procedural Code of the Regulated Health Professions Act*, in that financial or personal or other matters may be disclosed of such a nature that the harm created by the disclosure would outweigh the desirability of adhering to the principle that meetings be open to the public at 11:32 a.m.

CARRIED

MOTION C-13SEP2018 – M07: Moved by C. Cowan-Levine, seconded by M. Kardos Burton

That the meeting resume open session at 1:30 PM.

CARRIED

15. Annual Report 2017-2018

D. Adams, Registrar, presented Council with the annual report noting that the report demonstrates a step forward in the CRPO’s efforts to be transparent and accountable. D. Adams thanked staff and committee chairs for their work on the annual report. The report will be submitted to the Minister of Health by September 20.

16. CRPO Member Town Hall Update

A. Benedetto, President & Chair, provided Council with an update on registration for town halls.

17. Presentation: Right Touch Regulation

D. Adams, Registrar, introduced the concepts of right touch regulation, providing Council with background on the origins of this regulatory approach and how it can be useful to CRPO when we engage in strategic planning in 2019.

18. Presentation: Health Professions Appeal & Review Board (HPARB) Update

M. Piro, Deputy Registrar, noted that it has been approximately three years since statutory committees have been making appealable decisions. M. Piro provided statistics on HPARB outcomes and presented highlights of those outcomes. All decisions are available on the [CanLii](#) website.

19. Proposed Council Meeting Dates 2019 & Strategic Planning Update

The strategic planning day is scheduled to take place on February 28, 2019. This meeting is not open to the public.

Council agreed on the following meeting dates for 2019:

- March 1, 2019
- June 20, 2019
- September 12, 2019
- November 21, 2019

All meetings will take place at the CRPO from 9:30-3:30.

20. Question Period

21. Adjournment

MOTION C-13SEP2018 – M07: Moved by S. Kawarsky, seconded by C. Cowan-Levine

That the meeting be adjourned at 3:14 p.m.

CARRIED