

COUNCIL MINUTES

Friday, March 27, 2020

9:30 a.m. to 12:30 p.m.

Zoom videoconference

Council Members:

Heidi Ahonen, RP
Andrew Benedetto, RP
Steven Boychyn
Shelley Briscoe-Dimock, RP (President)
Kali Hewitt-Blackie, RP

David Keast
Kenneth Lomp, RP (Vice-President)
Michael Machan, RP
Miranda Monastero, RP
Judy Mord, RP
Keri Selkirk
Jane Snyder
Radhika Sundar, RP

Regrets:

Gary Cockman

Staff Members:

Deborah Adams, Registrar
Amy Fournier, Executive Coordinator (Recorder)
Sabina Hikel, Manager, Policy & Strategy
Mark Pioro, Deputy Registrar & General Counsel
Monica Zeballos-Quiben, Coordinator, Registrant Services

1. Welcome and Opening Remarks

S. Briscoe-Dimock, President & Chair, called the meeting to order at 9:37 a.m. and welcomed all present at the CRPO's first entirely virtual Council meeting. The Chair noted that several observers were signed in to view the Zoom live stream of the Council meeting.

2. Approval of Draft Agenda

The Chair introduced the draft agenda.

MOTION C-27MAR2020 – M01

That the agenda of the March 27, 2020 meeting of Council be approved as presented.

Moved: M. Machan

Seconded: J. Snyder

CARRIED

3. Conflict of Interest

None declared.

4. Council and Committee Evaluation Project

D. Adams, Registrar, provided Council with an update regarding the committee and council evaluation project that staff have been developing with Darrel Pink. D. Pink met with L. Marttinen, Manager,

Practice Advisory, and D. Adams to discuss how the evaluation process could incorporate the CRPO's Quality Assurance 'conscious competence' approach into the peer evaluations. D. Pink will present a workshop to Council at an educational meeting.

5. **Committee Appointments**

Nominations and Elections

S. Briscoe-Dimock introduced the topic, and informed Council that the Nominations and Elections Committee is currently without a committee chair. Considering the evolving role of the committee, the Executive recommended that Michael Machan be appointed as chair based on his demonstrated experience chairing previous boards and observing his professional background in the academic community in the diverse Ottawa-region. Michael Machan has indicated he is willing to accept this appointment.

MOTION C-27MAR2020 – M02

That Council appoint M. Machan as chair of the Nominations & Elections Committee.

Moved: K. Hewitt-Blackie

Seconded: A. Benedetto

CARRIED

Registration

Council was asked to ratify the Executive Committee's decision to reappoint Muriel McMahon to the Registration Committee as a non-council committee member. Muriel McMahon, RP, was appointed to the Registration Committee as a non-council member in February 2019. to participate in panel meetings to review applications made using the Indigenous Pathway tool. M. McMahon has studied extensively with Indigenous teachers and Elders and is keen to continue working with the Registration Committee as a non-council member.

MOTION C-27MAR2020 – M03

That Council ratify the Executive Committee's decision to reappoint M. McMahon to the Registration Committee as a non-council committee appointment for a one-year term.

Moved: M. Monastero

Seconded: S. Boychyn

CARRIED

6. **Update: Governance Reform Initiative**

6.a. Executive Committee Terms of Reference Review

S. Briscoe-Dimock introduced the revised Executive Committee Terms of Reference. The changes to the format and overall approach of the terms of reference were informed by D. Pink's *Situational Analysis on the State of Governance*. Council agreed with the new format and style of the terms of reference.

ACTION: Staff to revise all committee terms of reference using the approved template and format.

6.b. Nominations and Elections Committee Terms of Reference Review

S. Briscoe-Dimock introduced the revised Nominations and Elections Committee Terms of Reference. The revised terms expand on the committee's role in making recommendations to Council regarding competency-based non-council member appointments. The Nominations and Elections Committee will undergo training with staff in the summer to prepare them for their new roles and responsibilities. Until the committee is appropriately trained, the Executive Committee will be responsible for the work of competency-based appointments.

MOTION C-27MAR2020 – M04

That Council approve the Nominations and Elections Committee terms of reference as presented.

Moved: S. Boychyn

Seconded: J. Mord

CARRIED

6.c. Work Plan Development

D. Adams introduced the Council work plan, noting that staff were developing had more detailed versions that will be brought forward as committee work plans. The Council work plan aligns with regulatory objectives, the Ministry of Health's College Performance Measurement Framework, and Council-identified strategic goals. A comprehensive reporting framework is being developed by staff and will be presented at a future Council meeting. Council approved the work plan as presented.

7. Presentation: Bias and Professional Expertise

D. Adams provided a presentation on Bias and Professional Expertise.

8. Presentation: Use of Expertise

M. Piore, Deputy Registrar & General Counsel, provided a brief presentation on use of professional expertise.

9. Update: Privacy Law

M. Piore provided an update on privacy law.

10. Non-Council Member Recruitment

S. Briscoe-Dimock introduced the topic and informed Council that the Executive Committee recommended that staff go forward and begin recruiting non-council member appointments using the Non-Council Member Appointments Policy and the Competency Evaluation Framework. CRPO will be seeking eight (8) non-council member appointments to serve on various committees:

- Examination: + 1 non-council appointment
- Registration: + 2 non-council appointments
- Inquiries, Complaints & Reports: + 4 non-council appointments
- Quality Assurance: + 1 non-council appointment

The goal is to communicate with registrants over the spring and summer months, with the Executive Committee reviewing applications in August. The committee will then bring forward recommendations to Council in the fall.

11. **Compliance Monitoring**

D. Adams presented Council with an update on compliance monitoring. Monica Zeballos-Quiben, Coordinator, Registrant Services, has been providing support to registrants who are required to satisfy terms, conditions and limitations on their practice resulting from a decision of one of the CRPO's committees (e.g., complete various remediation activities, undertake clinical supervision, etc.). This support allows staff to monitor the progress registrants are making on these requirements and to identify risks to their completion. Compliance monitoring reports will be made available in the Registrar's report at each council meeting.

12. **Registrar's Report**

D. Adams provided highlights from her report, including web analytics and communication that has been shared with stakeholders related to the COVID-19 pandemic. Council was informed that while registrants are required to complete their renewal form by March 31, an extension has been provided with regards to payment of renewal fees. Due to the pandemic and its potential to impact registrant income, staff made a decision to extend the renewal payment deadline to June 1, 2020.

13 **Consent Agenda**

S. Briscoe-Dimock introduced the items in the consent agenda:

- Draft Council minutes from January 24, 2020
- Committee Reports to Council

MOTION C-27MAR2020 – M05

That the consent agenda of March 27, 2020 be approved as presented.

Moved: S. Boychyn

Seconded: K. Lomp

CARRIED

Adjournment

MOTION C-27MAR2020 – M06

That the meeting be adjourned at 12:15 p.m.

Moved: M. Machan

Seconded: K. Hewitt-Blackie

CARRIED