

COUNCIL MINUTES

Friday, November 20, 2020

9:30 a.m. to 12:00 p.m.

ZOOM videoconference

Council Members:

Heidi Ahonen
Andrew Benedetto, RP

Steven Boychyn
Shelley Briscoe-Dimock, RP (President)
Gary Cockman
Kali Hewitt-Blackie, RP
David Keast
Kenneth Lomp, RP (Vice-President)
Michael Machan, RP
Miranda Monastero, RP
Judy Mord, RP
Jane Snyder
Radhika Sundar, RP
Kathy-Ying Zhao

Staff Members:

Deborah Adams, Registrar
Amy Fournier, Executive Coordinator
(Recorder)

Regrets

Keri Selkirk

1. Welcome and Opening Remarks

S. Briscoe-Dimock, President & Chair, called the meeting to order at 9:30 a.m. and welcomed all present.

2. Approval of Draft Agenda

The Chair introduced the draft agenda.

MOTION C-20NOV2020 – M01

That the agenda of the November 20, 2020 meeting of Council be approved as amended. Item #11 Zoom Tutorial was moved to item #4. Item #4 Governance Reform Initiative: Succession Planning was revised to indicate that the item is for discussion, not for decision.

Moved: A. Benedetto

Seconded: M. Machan

CARRIED

3. Conflict of Interest Declarations

None declared.

4. Zoom Tutorial

A. Fournier, Executive Coordinator, provided Council with instruction on the different Zoom views that could increase effectiveness of Council members working virtually.

5. **Governance Reform Initiative: Succession Planning**

D. Adams, Registrar, introduced the item noting that the documents are still in the early planning stages and are intended for discussion. She noted the work that the Executive Committee has been doing to develop leadership positions and how these succession planning documents can be used in the CRPO new Council member onboarding orientation process. The documents may also be used to inform Council members what a leadership position at the College looks like and encourage them to pursue those positions. The Executive Committee is considering a mentoring program to provide support and guidance to new Council members. Council discussed potential limitations that may be involved such as member turnover and ensuring required competencies are well represented. The Executive Committee will bring forward a more detailed plan and role descriptions at the January 14, 2021 Council meeting. A governance calendar and any required by-law changes will follow.

6. **Council Member Compensation**

S. Briscoe-Dimock introduced the topic and acknowledged the discrepancies between public and professional Council member compensation. The proposed changes to the *Per Diem & Honoraria Remuneration of Council & Committee Members* policy were made to better reflect current practice and simplify the processing of expense claims. Council discussed remuneration rates and whether or not there was general support for an increase. Staff was directed to model a reasonable increase as part of the budget that will be proposed for the next fiscal year. Any proposed changes will be brought forward by the Executive Committee in 2021.

MOTION C-20NOV2020 – M02

that Council approves the revised *Per Diem & Honoraria Remuneration of Council & Committee Members* policy for adoption.

Moved: M. Machan
Seconded: J. Mord
CARRIED

7. **Non-Council Committee Assignments**

S. Briscoe-Dimock introduced the non-Council committee assignments and highlighted the time that the Executive Committee spent considering the competencies of the new non-council members and to which committee they would be best suited for appointment.

MOTION C-20NOV2020 – M03

that Council ratify the non-Council committee member assignments made by the Executive Committee.

Moved: K. Hewitt-Blackie
Seconded: M. Machan
CARRIED

8. College Performance Measurement Framework (CPMF) Update

D. Adams provided Council with background information on the Ministry of Health's CPMF initiative. The final version of the framework has not yet been provided by the Ministry of Health, however, work among Health Profession Regulators of Ontario (HPRO) colleges continue to meet regularly to ensure consistent and measurable progress. Components of the CPMF will come forward to committees and will become a standing item for Council in 2021.

9. New Registrant Management System (RMS) Update

D. Adams, Registrar, noted that CRPO's Director of Operations is taking the lead on the new RMS, along with significant input from management. Leading up to the launch of the new RMS on January 20, 2021, the system will have limited functionality from January 4-18. As such, the CRPO application for registration will be unavailable during this time frame. CRPO has already begun to communicate these changes to registrants and will continue to do so as required.

10. Quality Assurance Program Update

D. Adams informed Council that the QA program, as it is currently administered, will not be sustainable from an operational perspective now that registrant numbers are approaching 8,000. Staff have been working with a consultant in order to propose an approach to the QA committee for reviewing the program from a risk-based approach and to support the growing number of registrants. The QA Committee will report back on this work at a future meeting.

D. Adams also noted that, in order to take advantage of the new RMS development, components of the current professional development submission would go offline and be available as fillable PDF tools.

11. Registrar's Report

D. Adams directed Council to her report included in the meeting package. In addition to the written report, D. Adams provided verbal updates including staff attendance at the virtual Canadian Network of Agencies of Regulation (CNAR) conference, staff meeting with the Office of the Fairness Commissioner (OFC) and an update regarding the entry to practice exam.

12. Consent Agenda

Consent agenda items are non-controversial or routine items that are discussed at every meeting. Council members seeking clarification or asking questions regarding consent agenda items must be directed to the president prior to the meeting. Consent agenda items can be moved from the consent agenda to regular discussion items if required. The consent agenda is approved under one motion.

- Draft minutes of October 1, 2020
- Committee Reports

MOTION C-20NOV2020 – M04

That Council approve the consent agenda as presented.

Moved: J. Snyder

Seconded: R. Sundar

CARRIED

13. Council Question Period

No questions were raised.

14. ADJOURNMENT

MOTION C-20NOV2020 – M05

That the meeting be adjourned at 11:41 a.m.

Moved: M. Monastero

Seconded: J. Mord

CARRIED