

COUNCIL MINUTES

Thursday, September 16, 2021

11:35 a.m. to 3:30 p.m.

ZOOM videoconference

Council Members:

Heidi Ahonen, RP

Andrew Benedetto, RP

Steven Boychyn, Public Member

Shelley Briscoe-Dimock, RP (President)

Sherine Fahmy, Public Member

Kali Hewitt-Blackie, RP

David Keast, Public Member

Kenneth Lomp, RP (Vice-President)

Michael Machan, RP

Grishanth Ram, Public Member

Keri Selkirk, Public Member

Radhika Sundar, RP

Regrets:

Judy Mord, RP

Miranda Monastero, RP

Staff Members:

Deborah Adams, Registrar

Jo Anne Falkenburger, Director of Operations
& Human Resources

Amy Fournier, Executive Coordinator
(Recorder)

Mark Pioro, Deputy Registrar & General
Counsel

1. Welcome and Opening Remarks

S. Briscoe-Dimock, President & Chair, called the meeting to order at 11:37 a.m. and welcomed all present.

2. Approval of Draft Agenda

The Chair introduced the draft agenda.

MOTION C-16SEP2021 – M01

That the agenda of the September 16, 2021, meeting of Council be approved as presented.

Moved: H. Ahonen

Seconded: K. Selkirk

CARRIED

3. Conflict of Interest Declarations

None declared.

4. Professional Practice Working Group (PPWG) Composition

M. Piro, Deputy Registrar & General Counsel, and D. Adams, Registrar, introduced the item, noting that the role of the PPWG, as noted in the terms of reference, is to engage from time to time on an ad hoc basis to provide professional psychotherapy practice knowledge with the Registrar. The proposed PPWG composition includes representation from all CRPO statutory committees, with flexibility to include input from guests and experts. The proposed composition is as follows:

- Shelley Briscoe-Dimock, RP (Executive & ICRC Chair)
- Kenneth Lomp, RP (QAC Chair)
- Andrew Benedetto, RP (Registration Chair)
- Sue Lymburner, RP (Client Relations Chair)
- Keri Selkirk (Public Member)
- David Keast (Public Member)

Council was asked to approve the PPWG composition and terms of reference as presented.

MOTION C-16SEP2021 – M02

That Council adopt the Professional Practice Working Group terms of reference as presented.

Moved: H. Ahonen

Seconded: K. Hewitt-Blackie

CARRIED

MOTION C-16SEP2021 – M03

That Council approve the proposed slated of working group members as presented.

Moved: K. Lomp

Seconded: M. Machan

CARRIED

5. Access to Care Statement Review

S. Briscoe-Dimock, Chair, introduced the revised Access to Care statement. The first draft of the statement was approved in November 2019. Revisions include the number of registrants; the scope of practice was added; and some minor edits were made for clarity. All Council members reached consensus to adopt the revised statement and disseminate to stakeholders.

6. Standard Review policy

M. Piro and K. Lomp, Quality Assurance Committee chair, introduced the draft policy. Both noted that the QAC has begun working on the College's standards review, which will encompass much of the work of the committee for the next year. The intention of the presented policy is to codify the standards review practice and meet the College Performance Measurement Framework (CPMF) expectations. All Council members reached consensus to adopt the Standard Review policy as presented.

7. Election of Officers

D. Adams, Registrar, provided background information, citing the CRPO by-laws regarding the election of officers to inform Council of the election procedures. It was noted that when only one nominee for a position is received, that person shall be elected by acclamation. As such, Shelley Briscoe-Dimock was acclaimed as President; Kenneth Lomp was acclaimed as Vice-President; Steven Boychyn was acclaimed as Member (public); and Keri Selkirk was acclaimed as Member (public).

MOTION C-16SEP2021 – M04

That Council accepts the acclamation of Shelley Briscoe-Dimock as President

Moved: K. Hewitt-Blackie

Seconded: A. Benedetto

CARRIED

MOTION C-16SEP2021 – M05

That Council accepts the acclamation of Kenneth Lomp as Vice-President.

Moved: M. Machan

Seconded: D. Keast

CARRIED

MOTION C-16SEP2021 – M06

That Council accepts the acclamation of Steven Boychyn as Member (public).

Moved: K. Lomp

Seconded: D. Keast

CARRIED

MOTION C-16SEP2021 – M07

That Council accepts the acclamation of Keri Selkirk as Member (public).

Moved: K. Hewitt-Blackie

Seconded: D. Keast

CARRIED

D. Adams noted that two candidates put their name forward for the position of Member (Professional), therefore an election was held to fill this position. Council was informed that each candidate is provided with the opportunity to speak to Council, with the order being determined by lot. M. Machan spoke first, followed by A. Benedetto. Council members were asked to vote using the integrated Zoom polling feature. A. Fournier, Executive Coordinator, informed Council of the results.

MOTION C-16SEP2021 – M08

That Council accepts the election of Andrew Benedetto as Member (professional).

Moved: D. Keast

Seconded: K. Selkirk

CARRIED

8. Succession Planning

S. Briscoe-Dimock introduced the item and informed Council of the ongoing work of the Executive Committee related to succession planning. Having a succession planning process in place ensures a well-composed Council and Executive Committee with competent individuals who are willing to serve on Council as officers. An established process supports a formal, organized approach to recruitment, appointments, and professional development. Council was asked to reach consensus to adopt the Committee Appointments policy and Succession Planning policy. Consensus was reached to adopt both policies.

9. By-law Amendments

S. Briscoe-Dimock introduced the proposed by-law amendments and summarized the changes. The first set of amendments were posted for public consultation (closed on July 15, 2021) and included requirements of the College Performance Measurement Framework. Changes are summarized as follows:

Eligibility for election

- Election candidates must complete pre-defined competency/suitability criteria
- Election candidates must attend an orientation training about the College's mandate and expectations related to Council members' roles and responsibilities

Minimum waiting period

- Council proposed a minimum one year waiting period – the minimum waiting period refers to the time required before an individual can be elected to Council where an individual holds a position that could create an actual or perceived conflict of interest with respect to the individual's role at the College

In addition to the above noted changes, the Executive Committee reviewed the term of office as it relates to the ability to support Council members in participating effectively as executive officers. The proposed delay in assuming office will assist in professional and public members in preparing for the time commitment involved in Executive Committee work. This amendment does not require public consultation, as it is highly internal in nature.

Term of Office

- Term of office for Executive officers will begin at the next regular Council meeting following the election

MOTION C-16SEP2021 – M08

That Council approve the proposed by-law amendments noted in track changes:

“5.02 – Term of Office

The term of office for each officer of the College shall commence at the next regular Council meeting following their election as an officer and shall continue until the next election for officers, approximately one year later.

“10.04 – Eligibility for Election

A Member is eligible for election to Council if the Member has been nominated in accordance with the by-laws, has completed and returned the conflict of interest and Council competency questionnaires and if...,”

“10.11 – Conflict of Interest and Council Competency Questionnaires

The Registrar shall request every nominee to complete and return a conflict of interest questionnaire and a Council competency questionnaire, and any nominee who fails to complete and return the questionnaires in the form and by the deadline set by the Registrar shall not be eligible for election.”

“10.14 – Acclamation

If, following the deadline for the return of the conflict of interest and Council competency questionnaires and the written confirmation of eligibility, the Registrar determines that the number of eligible candidates nominated for a position or positions for an electoral district is less than or equal to the number of members of Council to be elected for a position or positions in that district, the Registrar shall declare those candidates who are eligible for election to the position or positions to be elected by acclamation and shall notify the candidates and the membership of this result in the manner the Registrar deems most expedient and practical.”

“10.095 Council Role Orientation

No Member is eligible for election as a member of Council unless they have completed the candidate orientation course that was set or approved by Council.”

“(viii) the Member has resigned, no less than one year before the date of the election, any responsible position such as director, board member, officer or employee that the Member holds with a Professional Association relating to psychotherapy;”

Moved: G. Ram
Seconded: S. Fahmy
CARRIED

10. **Non-Council Committee Member Reappointments**

S. Briscoe-Dimock introduced the item stating that the College is seeking direction from Council to recruit at least one additional registrant to serve as a non-Council committee member on the Inquiries, Complaints and Reports Committee, in addition to reappointing eleven non-council members for one-year terms.

MOTION C-16SEP2021 – M09

That Council reappoint the following non-Council members for one-year terms, beginning October 1, 2021:

1. Elda Almario
2. David Bruce
3. Felipe Cepeda
4. Carol Cowan-Levine
5. Kayleen Edwards
6. Sue Lymburner

7. Muriel McMahon
8. Ahil Nageswaran
9. Kafui Sawyer
10. Brenda Sedgwick
11. Carla Ribeiro

10.1. Committee Appointments

S. Briscoe-Dimock introduced the item to appoint new public member, Grishanth Ram, to the Registration and Nominations & Elections Committees.

MOTION C-16SEP2021 – M10

That Council appoint Grishanth Ram to the Registration and Nominations & Elections Committees.

Moved: K. Lomp

Seconded: S. Fahmy

CARRIED

11. Policy Review

S. Briscoe-Dimock introduced proposed revisions to four existing policies that were reviewed as part of the College's ongoing policy review. Council approved the minor edits were made to the following policies:

- *Reimbursement for College Travel Expenses*
- *Council Observer Guidelines*
- *Reimbursing CRPO Guests*

Council approved that the *Recording Council Meetings* policy be rescinded.

12. Registrar's Report

D. Adams presented her written report to Council and welcomed Council members to ask questions.

13. 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 May 13, 2021
- Committee Reports

MOTION C-16SEP2021 – M11

That Council approve the consent agenda as presented.

Moved: K. Selkirk

Seconded: K. Hewitt-Blackie
CARRIED

14. Council Question Period

Discussion and questions raised included:

- Diversity and Inclusion
- Utilizing expertise of Council and Non-Council members for Council education

15. Board Evaluation Update

C. Pettit of Pollinate Networks joined the meeting and D. Adams provided context and background information on the College's board evaluation process. Council reviewed the Council efficacy survey responses as well as the five-minute meeting evaluation results. The goal of the Council efficacy survey is to have an efficient and effective process in place to build upon over time, with 2021 being the base year. Council suggested some areas where the wording of questions could be clearer, and more opportunity could be provided to elaborate on survey responses.

16. Annual Report 2020-2021 and Audited Financial Statements

S. Slater of Welch LLP joined the meeting and presented Council with the audited financial statements. The final annual report will be presented to the Minister of Health as required.

17. ADJOURNMENT

Meeting and prep time: full day attendance and prep.

MOTION C-16SEP2021 – M12

That the meeting be adjourned at 3:15 p.m.

Moved: M. Machan
Seconded: S. Fahmy
CARRIED