

COUNCIL MINUTES

Thursday, December 2, 2021

9:30 a.m. to 12:00 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

Judy Mord, RP

Grishanth Ram, Public Member

Keri Selkirk, Public Member

Radhika Sundar, RP

Regrets:

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 9:30 a.m. and welcomed all present.

2. Approval of Draft Agenda

The Chair introduced the draft agenda.

MOTION C-02DEC2021 – M01

That the agenda of the December 2, 2021, meeting of Council be approved as presented.

Moved: S. Boychyn

Seconded: M. Machan

CARRIED

3. Conflict of Interest Declarations

None declared.

4. Committee Appointments Slate 2021-22

S. Briscoe-Dimock introduced the proposed committee appointments slate, noting that the Council and committee slate remains the same as the previous year. Historically, the approach has been to reassign members to committees unless specific circumstances warrant otherwise. This process allows the College to benefit from the time commitment that individual members and the College have invested in orientation and professional development. S. Briscoe-Dimock highlighted the College's focus on succession planning, leadership roles, competency development, and diversity and inclusion, and asked Council to consider these elements as we move forward with the governance reform initiative.

MOTION C-02DEC2021 – M02

That Council approve the Council and committee composition 2021-22 as presented.

Moved: S. Boychyn

Seconded: K. Selkirk

CARRIED

5. Diversity and Inclusion Working Group

S. Briscoe-Dimock introduced the topic noting that the establishment of a Diversity and Inclusion Working Group (DIWG) is a crucial step in the work of the College. The College Performance Measurement Framework (CPMF) requires that Colleges have a diversity and inclusion plan and that the College have a plan in place to achieve these objectives. The DIWG will establish the foundations for a diversity and inclusion plan that will align with public expectations and will allow the College to achieve its regulatory objectives. Working Group terms of reference will be presented to Council in 2022.

D. Adams noted that the recruitment process for this working group would begin with a facilitated discussion with members of communities that have historically experience barriers to access to the profession and to mental health care. This approach will be used to support the establishment of a working group that will be sustainable and effective.

MOTION C-02DEC2021 – M03

That Council approve the creation of a Diversity and Inclusion Working Group.

Moved: S. Boychyn

Seconded: K. Selkirk

CARRIED

6. Risk Register

M. Piro, Deputy Registrar and General Counsel, introduced the item noting that the CPMF requires that regulators take a risk-based approach to regulation. The risk register itself is a practical tool and a useful part of the College's pursuit of right-touch regulation. The register will allow the College to report on its performance across regulatory functions and to review risk findings to identify where changes are needed.

7. Budget Preparation 2022-23

J. Falkenburger, Director of Operations and Human Resources, provided Council with an update on budget development. She highlighted a number of expectations related to revenue and expenses that included:

- Registrant numbers continue to grow
- Savings in the next fiscal period due to subleasing CRPO office space
- Additional revenues and savings from the sublease will be used to build capacity and extend functionality of CRPO database, further development of the Quality Assurance (QA) enhancement project, developing an online complaints platform
- Continued increase in registrant numbers means that the staff team will also need to grow to ensure CRPO has the capacity to meet the demand of increased applications and complaints processing
- QA enhancement project will require specific staff supports, including policy expertise and communications
- Sector salary review will take place to ensure that CRPO remains competitive and can retain the competent staff team the College has worked to build

8. **Standards Review**

S. Briscoe-Dimock introduced the item noting that the current standards review is being done to ensure that CRPO standards are up to date and relevant to the current practice environment. Standards must be reflective of changing population health needs, public expectations, models of care, clinical evidence, and advances in technology. M. Piore noted that the Quality Assurance Committee has begun work on the standards review and will provide updates to Council as required in committee reports and Council agenda items as needed.

9. **Succession Planning Role Descriptions**

S. Briscoe-Dimock introduced the role descriptions and reminded Council that they reviewed initial drafts of these documents in May 2021. The drafts have been revised to include time commitment estimates by the Executive Committee and are being presented today for adoption.

MOTION C-02DEC2021 – M04

That Council approve the Executive Member at Large, President, Vice-President, Committee Chair and Panel Chair role descriptions as presented.

Moved: G. Ram

Seconded: A. Benedetto

CARRIED

10. **Board Evaluation Update**

S. Briscoe-Dimock introduced the Q3 evaluation report from our external evaluator, Pollinate. The Chair also noted that the Executive Committee, in their capacity as the stewards of the governance reform initiative, will review the evaluation tools in detail to prepare for the 2022 evaluation cycle. Responses to the 2021 evaluations will be considered to ensure that the tool is providing useful information to ensure quality improvement related to ongoing training of Council and committee members. The Executive Committee will report back to Council at its January 2022 meeting.

11. Registrar's Report

D. Adams, Registrar, presented her report and invited Council to pose questions.

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 September 16, 2021
- Committee Reports

MOTION C-02DEC2021 – M05

That Council approve the consent agenda as presented.

Moved: G. Ram

Seconded: K. Hewitt-Blackie

CARRIED

13. Council Question Period

Discussion and questions raised included:

- Ministry of Health modernization project

14. ADJOURNMENT

Meeting and prep time: half day attendance and prep.

MOTION C-02DEC2021 – M06

That the meeting be adjourned at 11:27 a.m.

Moved: M. Machan

Seconded: S. Fahmy

CARRIED