

COUNCIL AGENDA

Date: Thursday, June 23, 2022
Time: 9:30 a.m. to 12:00 p.m.
Location: Zoom video conference
Chair: Shelley Briscoe-Dimock, President

	Time	Item	Materials	Pg#	Action	Presenter
WELCOME & INTRODUCTIONS						
1.	9:30	Welcome and Opening Remarks			Information	S. Briscoe-Dimock
2.	9:32	Approval of Agenda <i>Council is asked to indicate if they wish for any consent agenda items to be moved to regular discussion items.</i>	1. Draft Agenda		Decision by motion	S. Briscoe-Dimock
3.	9:34	Conflict of interest declarations <i>Council is asked to complete and return the Conflict-of-Interest Declaration form to document their status relative to the agenda prior to the meeting.</i>	1. COI disclosure form 2. COI Worksheet 3. COI process		Information	S. Briscoe-Dimock
DISCUSSION & DECISIONS						
4.	9:35	Non-Council Member Appointment: Indigenous Pathways panel <i>Council is being asked to ratify the appointment of Glenn Walsh to be a non-Council member of the Registration Committee for the Indigenous Pathways Registration Panel work.</i>	1. Briefing Note 2. Council and Committee composition		Discussion, decision by motion	S. Briscoe-Dimock
5.	9:40	Election of Officers <i>CRPO will hold Executive Committee elections in</i>	1. Briefing Note REFERENCE: By-laws		Decision by motion	D. Adams

		<i>accordance with Schedule 1 of the by-laws, Process for Election of Officers.</i>				
6.	10:10	Council Evaluation Project <i>Christy Pettit of Pollinate Inc. will provide a presentation regarding the ongoing development of the evaluation project.</i>			Discussion, information	S. Briscoe-Dimock, C. Pettit
BREAK 10:40 – 10:55						
7.	10:55	2022 Fee Increase Deferral <i>Council is being asked to consider deferring planned increases to registrant fees.</i>	1. Briefing Note		Discussion, decision by motion	S. Briscoe-Dimock, J. Falkenburger
8.	11:10	2022-2023 Budget Revisions <i>Council is being presented with an update and being asked to consider proposed 2022-2023 budget revisions.</i>	1. Briefing Note		Discussion, decision by motion	S. Briscoe-Dimock, J. Falkenburger
CONSENT AGENDA						
9.	11:35	Consent Agenda <i>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 are encouraged to direct them to the President prior to the meeting to allow for additional information to be included in the materials as required. Consent agenda items can be moved from the consent agenda to regular discussion items if required. The consent agenda will be approved under one motion.</i>	Draft Minutes: May 26, 2022 (to be added before June 23, 2022)		Motion	S. Briscoe-Dimock
10.	11:40	Council Question Period	1. Tip Sheet			S. Briscoe-Dimock

		<i>Council members are invited to pose questions that are of interest and relevant to registrants and stakeholders.</i>				
11.	12:00	ADJOURNMENT			MOTION	S. Briscoe-Dimock
		Next Meetings: <ul style="list-style-type: none"> • September 21 & 22, 2022 • December 8, 2022 				

Conflict of Interest Disclosure Form

Meeting Date: June 23, 2022
Council / Committee: Council
Meeting type: plenary

I acknowledge and agree that an actual or perceived conflict of interest can undermine confidence in the College and its ability to fulfil its public interest mandate. I have read and understood the [College's by-laws](#) on conflict of interest, the **Conflict of Interest Worksheet** (Appendix A), and the **Process for Considering & Declaring Conflicts of Interest** (Appendix B) document.

I agree to take all reasonable steps to avoid any actual or perceived conflict of interest from arising and, if one cannot be avoided, I undertake to declare any real, perceived, or potential conflict of interest and to recuse myself from any consideration of the matter at issue.

I have NO conflict of interest to report regarding any of the agenda items to be discussed at the above noted meeting.

I declare a conflict of interest with one or more of the agenda items to be discussed at the above noted meeting.

I certify that the information above is true and complete to the best of my knowledge.

WORKSHEET: Conflict of Interest

What is a conflict of interest?

A conflict of interest may be defined as any financial, personal, professional or emotional interest that could reasonably be perceived as interfering with the exercise of a person's public duties, for example as a CRPO Council, committee or panel member.

Self-screening Questions

Not sure if you are in a conflict of interest? In assessing for conflicts of interest, know that each situation will vary and have its own specific context. Consider the following questions & examples:



Financial interest

Do you stand to be affected financially by the outcome of this decision?

Example: The College is considering mandating all registrants to complete a course on the safe and effective use of self (SEUS). One Council member runs a business offering SEUS workshops. They declare a conflict of interest.

Example: The Council is discussing whether they would find College-provided iPads mounted in the meeting room for each Council member to be helpful. One Council member owns a small number of shares of Apple, Inc. Since the financial implication for the Council member is negligible or non-existent, they do not declare a conflict of interest.



Personal or professional relationship

Have you had a personal or professional relationship, e.g. friend, family, instructor, student, supervisor, supervisee, employer, employee, colleague, with any of the individuals involved in the matter?

Example: A Registration Committee panel member taught at the education program from which an applicant obtained some of their education. They declare a conflict of interest.

Example: An Inquiries, Complaints and Reports Committee panel member attended a two-day workshop seven years ago with the respondent's clinical supervisor. Since the contact was brief and occurred long ago, they do not declare a conflict of interest.



Professional bias. Do you have a private or publicly stated opinion that could reasonably be perceived as interfering with my ability to consider one or more of the issues with an open mind?

Example: There are two well-known camps regarding how best to conduct a particular model of psychotherapy. A Quality Assurance Committee member who falls firmly into Camp A is reviewing the peer and practice assessment report of a registrant who falls into Camp B. They declare a conflict of interest.

Example: An Inquiries, Complaints and Reports Committee panel member has published work about the harms of breaching therapist-client boundaries. They are reviewing a complaint involving an alleged breach of boundaries. Since there is no reasonable disagreement within the profession, and assuming they are not emotionally biased, they do not declare a conflict of interest.



Emotional bias

For whatever reason, do your ideas or emotions prevent you from considering one or more of the issues with an open mind?

Example: Based on personal experience, an Examination Committee member has an emotional reaction to a candidate's rationale for needing to extend the normal timeframe within which to write the exam. They declare a conflict of interest.

Example: A panel of the Inquiries, Complaints and Reports Committee is dealing with serious allegations of misconduct. After discussing and processing the emotional impact of reviewing the materials, they all reassure themselves that they can consider the situation with an open mind.



Interests of Related Persons

Are you aware that your parent, child, spouse or sibling has any of the above interests respecting Council, committee or panel business?

Example: A Registration Committee member's child is attending a program coming before the Committee to seek Recognition. They declare a conflict of interest.

Example: An Inquiries, Complaints and Reports Committee panel is considering a complaint by a firefighter. One panel member's spouse is

also a firefighter. Assuming there is no emotional bias, the profession of the panel member's spouse would not reasonably be seen as interfering with the panel member's duties. They do not declare a conflict of interest.



Threshold analysis

Would a reasonably well-informed person perceive that the above interest could interfere with the exercise of your public duties?

Example: A Discipline Committee panel member was employed at the same large agency at the time the alleged misconduct occurred. While the panel member had no prior knowledge of the alleged events, the panel member is close colleagues with a key witness in the case. There was a reasonable apprehension of bias on the part of the panel member.

Example: A complainant appeals a decision of the Inquiries, Complaints and Reports Committee taking no action against a registrant. Through Google, the complainant discovered that a panel member was a LinkedIn contact of the respondent. The panel member clarified they only met once briefly three years ago. Even though it may have been preferable for that panel member not to participate, this was not found to be a conflict of interest.

Process for Considering & Declaring Conflicts of Interest

The following are steps the College follows in addressing conflicts of interest.



Staff pre-screening

- Staff will pre-screen agenda items for obvious conflicts of interest on the part of Council, committee or panel members.
 - If a conflict is identified staff will alert the Chair and materials will not be sent to the conflicted member.
 - The matter will either be assigned to a different panel, or the conflicted member will be alerted in advance that they will not be present for the entire meeting.
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Council, committee or panel member self-screening

- Go through the above self-screening.
 - If a concern is identified that does not rise to the threshold of a conflict of interest, consider making a courtesy declaration at the meeting to reassure the Council, committee or panel that you have considered the issue.
 - If unsure, consult with staff, legal counsel or the Chair. It is preferable to consult with staff or legal counsel before the Chair to avoid the risk of tainting the Chair.
 - In close cases, consider the potential benefit of declaring a conflict to avoid later disputes about whether or not there was a conflict of interest.
 - If you identify a conflict of interest, do not review the meeting materials further and securely delete them. Alert the Chair and support staff in advance of the meeting. Always declare in a general manner so as not to cause emotional bias on the listener's part.
 - Subsequently, declare the conflict at the meeting itself. Do not take part in or attempt to influence the deliberation and leave the room while deliberation is taking place. The general nature of conflict will be recorded in the minutes.
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Council, committee or panel discussion of possible conflicts of interest

- Occasionally, you may become aware that another member may have a conflict. If that member does not declare a conflict, or if they are unsure, all members are responsible at the meeting for raising the concern and discussing whether it constitutes a conflict of interest.
- In rare cases of disagreement, a majority of those present can vote to find there is a conflict and exclude the conflicted member from considering the matter.

- Post Meeting Conduct: After recusing yourself on a matter, use professional discretion and avoid revisiting the issue with colleagues, even if the decision is on the public register or you have seen the meeting minutes.¹

¹ Council minutes are public documents (aside from in camera portions). Regarding committee and panel minutes, normally it will not be considered that viewing minutes by a panel member who has declared a conflict poses a risk of improperly affecting the College's decision. However, occasionally confidentiality and risk management may require that panel minutes not be viewed by a member who has declared a conflict of interest.

Briefing Note for Council

Meeting Date:	June 23, 2022
Agenda Item #	4
Issue:	Non-Council appointment to Registration Committee for Indigenous Registration Pathway panels
Attachment(s):	-
References:	Reference A: Indigenous Pathway Policy Reference B: Committee Composition Matrix Reference C: Regulatory Objectives
Action:	Information x Discussion x Decision x
Staff Contact:	D. Adams
Submitted by:	Executive Committee

Purpose & Public Interest Rationale:

As the body charged with ensuring that Registered Psychotherapists provide safe, ethical and competent care to Ontarians, individuals serving on Council and committees must possess the knowledge, skills and experience to discharge their duties effectively.

Having a substantive pool of non-Council committee appointments can support effective and efficient completion of committee business, particularly in ensuring required panel composition. Having a selection of well-oriented, skilled registrants means that there is less likelihood of conflict of interest and panel issues can be resolved in a timelier manner.

Non-council appointments are mindfully selected registrants who contribute to panel and committee discussions and decisions. Using the competency framework as part of the selection of appointees supports Council in ensuring an adequate mix of skills, knowledge and attributes as well as geographic and modality diversity.

The Committee Composition Matrix adopted by CRPO in 2020 identifies the need for Indigenous voices, to ensure that deliberations are informed, and decisions include and respect First Nations perspectives, that biases are identified and questioned, and that the College's collective work continues to grow in its cultural safety and humility journey, contributing to positive systemic change.

Background:

In 2015, Council formed a task group to develop a pathway to register traditional Knowledge Keepers and other Indigenous practitioners who provide culturally appropriate care to Indigenous peoples.

At the end of 2018, applicants had access to an Indigenous Registration Pathway form. Applicants who have completed or substantially completed education and training in traditional Indigenous practices are encouraged to select the Indigenous Registration Pathway application type. Since the form became available, staff have received 13 inquiries about the registration route and two submissions solely through this route.

In September 2021, CRPO put out a call for RPs with Indigenous education and training, who work with traditional Indigenous practices and who work with Indigenous clients to assist, as non-Council committee members in the review of future applications through the Indigenous Registration Pathway. Three RPs were appointed by Council in January. One of these, Danielle Bigras, has since had to resign her appointment.

As a result, the Registrar and A. Benedetto discussed requesting the appointment of Glenn Walsh, an RP who is participating as a member of the Diversity, Equity, and Inclusion Proto Group

G. Walsh's brief bio is as follows:

Glenn (they/them) is a queer, non-binary person of Inuit, British, and Irish descent from NunatuKavut in Labrador.

Glenn, RP(Qualifying), CCC, has an MEd (Counselling Psychology) from UOttawa (2020), an MA (Social Psych) from Carleton (2011) and has 15+ years of experience in post-Secondary as a human rights advisor, mediator, complaint resolution specialist, equity educator, accessibility advisor and educator, and part-time professor at the college level.

Glenn currently lives on unceded Algonquin territory in what is now Gatineau, QC, and has a part-time private practice in Ottawa while also holding a public servant position with the Government of Canada. Glenn is current (like many) practicing remotely and is providing services to their Southern Inuit community.

Recommendations:

At its April meeting, the Executive Committee appointed G. Walsh as a non-Council member to the Registration Committee for one-year term, effective immediately to begin the orientation process. Council is being asked to ratify this appointment.

Proposed Motion:

[Be it moved] that Council ratify the appointment of Glenn Walsh as a non-Council member of the Registration Committee for a term of one year.

Briefing Note for Council

Meeting Date:	June 23, 2022
Agenda Item #	5
Issue:	Election of Officers
Attachment(s):	Schedule 1 to the By-Laws, <i>Process for Election of Officers</i>
References:	CRPO By-laws
Action:	Information <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input checked="" type="checkbox"/>
Staff Contact:	D. Adams

Background:

On May 25, 2022, Council members were provided with the notice of election of officers and nomination forms in accordance with Schedule 1 of the CRPO by-laws (Appendix A). Council members were invited to submit their nominations to run for the positions of President, Vice-President, and three members (at-large) by June 9, 2022, with the election of officers taking place at the June 23, 2022, Council meeting.

Section 13.01 of the by-laws state: “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.”

The following Council members were nominated for the position of **President**:

- Kenneth Lomp, RP

As no other nominations were received for the position of President, Kenneth Lomp will assume the role by acclamation.

The following Council members were nominated for the position of **Vice-President**:

- Kathleen (Kali) Hewitt-Blackie, RP
- Michael Machan, RP

As two nominations were received for the position of Vice President, an election will take place. The successful candidate will assume the role of Vice President. The other candidate will assume the role of **Member (Professional)**.

The following Council members were nominated for a position as **Member (Public)** of Executive Committee:

- Keri Selkirk

Since the submitted nominations for Member (Public) do not fulfill the requirement that two members of the Executive be public members, K. Selkirk will be acclaimed as Executive Committee Member (Public). As no nominations were received for the second Member (Public) position, nominations can be made from the floor.

Proposed Motion:

[Be it moved]

1. that Council accepts the acclamation of Kenneth Lomp as President
2. that Council accepts the election of _____ as Vice President
3. that Council accepts the acclamation of _____ as Member (Professional)
4. that Council accepts the acclamation of Keri Selkirk as Member (Public)
5. that Council accepts the nomination and acclamation of _____ as Member (Public)

SCHEDULE 1 TO THE BY-LAWS

Process for Election of Officers

The elections will be supervised by the Registrar. The Registrar may be assisted by staff.

Before the first regular meeting of the newly elected Council each year or any other Council meeting designated for the purpose by Council resolution, the Registrar shall send an invitation to all Council members requesting any person wishing to stand for election to the offices of the President, Vice-President and Executive Committee member to indicate so, in writing, to the Registrar.

A Member's written intent must be supported by the signatures of two other Council Members and be returned to the Registrar no later than 5:00 p.m. fourteen days before the meeting of Council when the election of officers shall take place. A Member may not withdraw his or her nomination later than 5:00 p.m. fifteen days before the meeting of Council when the election of officers shall take place. The College shall post the names of nominees on its website as nominations are received.

At the meeting of Council when the election of officers shall take place, the Registrar shall present the names of eligible candidates who have indicated their interest for the position of President.

Where there is only one nominee for a position, that person shall be elected by acclamation. In the event that there is more than one candidate for the office, the voting will be conducted by ballot, with the result being tabulated and then recorded and reported by the Registrar. Where there are no nominations for a position, nominations can be made from the floor.

Before the vote, candidates shall be given the opportunity to speak briefly (order to be determined by lot). The election of a candidate shall be confirmed by a majority vote of those present and voting.

Where no candidate receives a majority vote, the candidate receiving the fewest votes shall be disqualified and the Council shall, by ballot, vote on the remaining candidates until one candidate receives a majority vote.

In the event of a tie, a second ballot will take place. Candidates will have an opportunity to speak briefly before the vote. If the second ballot also results in a tie, the winning candidate will be determined by lot.

The results of each election will be tabulated and reported by the Registrar and staff, with the number of votes accorded to each candidate to remain confidential.

Once the President is elected, the Vice President shall be nominated and elected in a similar manner. Once the Vice President has been elected, the remaining Executive Committee positions shall be filled in a similar manner ensuring that there is an appropriate number of Members and Public Members.

Once the election is completed, the Registrar shall call for a motion to destroy the ballots. The elected members of the Executive Committee may then speak briefly.

The above process shall be followed for every election of officers after section 6 of the Act is proclaimed into force.

Briefing Note for Council

Meeting Date:	June 23, 2022
Agenda Item #	7
Issue:	June 2022 Fee Increases
Reference:	CRPO By-law 19.05 Fee Increases
For:	Information <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input checked="" type="checkbox"/>
Staff Contact:	J. Falkenburger
Submitted by:	Executive Committee

Purpose & Public Interest Rationale:

The College must demonstrate responsible stewardship of its financial and human resources in achieving its statutory objectives and regulatory mandate.

Background:

CRPO By-law [19.05 Fee Increases](#) states that a fee increase will be implemented every two years. CRPO did not implement the planned fee increase in June of 2020 as a result of the finance constraints resulting from the restrictions and the uncertainty of the early days of the COVID-19 outbreak.

At its May meeting, staff provided the Executive Committee with a review of the College's financial position and proposed that the fee increase planned for June 2022 be deferred considering that some RPs will have experienced ongoing financial impacts related to the pandemic. In making the proposal, staff noted that the CRPO would be in a position to stay within budget and financially stable without the increase.

The next scheduled increase would be in June 2024 and would be tied to 2022 CPI Consumer Price Index for goods and services in Canada as published by Statistics Canada or any successor organization. For clarity, the increase will not be based on inflation from 2018-2024, but rather 2022-2024.

Next Steps:

The Executive Committee accepted staff's proposal and is recommending that Council approve the fee increase deferral for this year.

Proposed Motion:

[Be it moved] that Council approve the deferral of the planned June 2022 fee increase given the recent economic strain resulting from the pandemic.

Briefing Note for Council

Meeting Date:	June 23, 2022
Agenda Item #	8
Issue:	2022-2023 Budget Revision
For:	Information <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input checked="" type="checkbox"/>
Staff Contact:	J. Falkenburger, D. Adams
Submitted by:	Executive Committee

Purpose & Public Interest Rationale:

The College must demonstrate responsible stewardship of its financial and human resources in achieving its statutory objectives and regulatory mandate.

A College's strategic plan and budget must complement and support each other. To that end, budget allocation should depend on the activities or programs a College undertakes or identifies to achieve its goals. To do this, a College should have estimated the costs of each activity or program and the budget should be allocated accordingly.

Background:

Registrant numbers continue to grow rapidly. Since the budget for this fiscal year was developed, the total number of registrants has increased by more than 1,300. For further context: in each of the past three years (2019, 2020, and 2021), the total number of registrants increased by 800 to 900 RPs. In the first five months of this calendar year (i.e., January to May), we have already seen total registrant numbers increase by 891 RPs.

This rapid increase in applications and registrants represents added strain on all departments as staff continues work to review applications, process registrant status changes, accept Quality Assurance Program submissions, and address conduct and compliance issues in a timely manner.

As a result, Council is being asked to approve a \$200,000 increase to the staffing component of the budget to support hiring one additional full-time member for each of the registration, quality assurance and conduct departments.

In addition, staff is proposing increases to four additional line items that will allow the College to advance projects that are already planned or underway.

These include:

- Council & Committee Training by \$30,000
 - This will allow Council and committee members to participate in education that will result from a review being undertaken to ensure that all CRPO processes are fully trauma-informed
- Communication/Promotional by \$37,000

- This will support the use of both the trauma-informed review and any recommendations from the Diversity-Equity and Inclusion Working Group in CRPO communications, particularly through the College’s website
- Registrant Management Systems by \$50,000
 - This will support both management of increased numbers and further development of an RMS
- QA Program / Practice Advisory by \$27,500
 - This will allow addition of increased numbers of Practice Assessors to meet the needs of growing registrant base within the new risk-based approach to QAP

All of the proposed costs will be offset by increased application and registration revenues allowing the College to continue to run in the black for this fiscal.

The changes were presented and discussed at the June 2, 2022, Executive Committee meeting and are coming forward to Council with the Committee’s recommendation.

Next Steps:

Council is being asked to approve the increases to budget lines noted below.

		Approved Budget 2022 / 2023	Increased	New Amount
1	Salaries, Benefits, HR	\$ 3,387,690.00	200,000	3,587,690
4	Council & Committee Training	40,000	30,000	70,000
7	Communication/Promotional	65,000	37,000	102,000
13	Registrant Management Systems	291,900	50,000	341,900
14	QA Program / Practice Advisory	240,000	27,500	267,500
	TOTAL OPERATIONS EXPENSES	\$5,667,395	\$344,500	\$6,011,895 w
	Revenue Estimate*	\$5,837,321	\$386,456	\$6,223,777
	Revenue over Expenses	\$169,926		\$211,882

*Note that the revised revenue estimate shown as \$6,223,777 has been calculated by adding in the actual revenue amounts received in April and May. Removing the increase in fees that were scheduled for June 22, 2022 and adjusting the estimates upward for the remaining ten months of the year.

Proposed Motion:

[Be it moved] that Council approve the Salaries, Benefits, HR; Council & Committee Training; Communication/Promotional; Registrant Management Systems and QA Program /Practice Advisory budget line item increases in the amounts presented.

COUNCIL MINUTES

Thursday, May 26, 2022
9:30 a.m. to 3:30 p.m.
ZOOM videoconference

Council Members:

Heidi Ahonen, RP, Professional Member
Andrew Benedetto, RP, Professional Member
Steven Boychyn, Public Member

Shelley Briscoe-Dimock, RP (President)

Kathleen (Kali) Hewitt-Blackie, RP,
Professional Member

David Keast, Public Member

Kenneth Lomp, RP (Vice-President),
Professional Member

Michael Machan, RP, Professional Member

Miranda Monastero, RP, Professional Member

Judy Mord, RP, Professional Member

Henry Pateman, Public Member

Keri Selkirk, Public Member

Jeffrey Vincent, Public Member

Staff Members:

Deborah Adams, Registrar & CEO

Jo Anne Falkenburger, Director of Operations
& HR

Amy Fournier, Executive Coordinator
(Recorder)

Mark Piore, Director, Professional Conduct &
Deputy Registrar

Regrets:

Sherine Fahmy, Public Member

Radhika Sundar, RP, Professional Member

1. Welcome and Opening Remarks

S. Briscoe-Dimock, President & Chair, called the meeting to order at 9:30 a.m. and welcomed all present. S. Briscoe-Dimock provided a statement condemning the recent acts of violence against racialized communities.

2. Approval of Draft Agenda

The Chair introduced the draft agenda.

MOTION C-26MAY2022 – 01

That the agenda of the May 26, 2022, meeting of Council be approved as presented.

Moved: M. Machan

Seconded: J. Mord

CARRIED

3. Conflict of Interest Declarations

None declared.

4. **Update: Per Diem and Honoraria Remuneration for Council and Committees**

S. Briscoe-Dimock introduced the item and reminded Council members that the changes to the per diem and honoraria remuneration were approved as part of the 2022-2023 annual budget in January 2022. The policy has been revised to reflect the new compensation rates and will be presented alongside the annual budget in the future to align with any revisions that are required.

MOTION C-26MAY2022 – 02

That the revised *Remuneration for Council and Committees* policy be approved as presented.

Moved: K. Hewitt-Blackie

Seconded: K. Selkirk

CARRIED

5. **Council Leave of Absence Policy**

S. Briscoe-Dimock introduced the draft policy and noted that the by-laws direct that failure without reasonable cause to attend two consecutive meetings of Council could be cause for disqualification from Council. The draft policy is intended to provide direction for Council members who wish to take a leave of absence that will result in them missing more than two consecutive meetings. The policy will apply to all professional and public Council members and the goal of the policy is to make reasonable accommodations when required. Council reached consensus to adopt the Council Leave of Absence policy as presented.

6. **Update: Suitability to Practise policy and rescinding Good Character policy**

S. Briscoe-Dimock introduced the item, noting that the policy was brought forward with revisions by the Registration Committee. M. Pioro, Deputy Registrar and General Counsel, briefly described the proposed changes to the Suitability to Practise policy, including updates on terminology and gender-neutral language. It was noted that the Suitability to Practise policy and the Good Character policy contained significant overlap. The draft policy regarding suitability being brought forward by the Registration Committee combines the relevant information from the two policies and the Committee is recommending that Council rescind the Good Character policy.

MOTION C-26MAY2022 – 03

That the revised *Suitability to Practise* policy be approved as presented.

Moved: K. Lomp

Seconded: D. Keast

CARRIED

MOTION C-26MAY2022 – 04

That the *Good Character* policy be rescinded.

Moved: A. Benedetto

Seconded: J. Vincent

CARRIED

7. Committee Appointments

7.a. Committee Chair appointments

S. Briscoe-Dimock introduced the item, noting that the Executive Committee was recommending the appointment of two committee chairs in order to ensure continuity as A. Benedetto's term will come to an end on May 31, 2022. The Executive recommended that M. Machan be appointed as chair of the Registration Committee and Sherine Fahmy be appointed as chair of the Nomination and Elections Committee.

MOTION C-26MAY2022 – 05

That Michael Machan be appointed as Chair of the Registration Committee for a term of one year.

Moved: K. Selkirk

Seconded: K. Lomp

CARRIED

MOTION C-26MAY2022 – 06

That Sherine Fahmy be appointed as Chair of the Nominations and Elections Committee for a term of one year.

Moved: D. Keast

Seconded: H. Ahonen

CARRIED

7.b. New Council Member Committee Appointments

S. Briscoe-Dimock noted that Avni Jain, RP, was acclaimed in the 2022 elections and will begin her three-year term beginning June 1, 2022. Using the competency matrix and upcoming vacancies, the Executive Committee recommended appointing A. Jain to the Registration and Quality Assurance Committees. All members of Council sit on the Discipline and Fitness to Practise Committees for a term of one year.

MOTION C-26MAY2022 – 07

That Avni Jain be appointed to the Registration and Quality Assurance Committees for a term of one year.

Moved: D. Keast

Seconded: J. Vincent

CARRIED

8. Evaluation Framework: next steps

S. Briscoe-Dimock introduced the item. D. Adams, Registrar, provided information regarding the process for developing the evaluation framework to date. The final component of the evaluation will be to develop a self-reflection intended to support competency development using an individualized education plan as opposed to a traditional performance evaluation. A finalized self-reflection tool will be presented to Council at a future meeting.

9. Risk Register Implementation

S. Briscoe-Dimock introduced the item, noting that the risk register tool has been in development over the last year and is being presented to Council with input from the Executive Committee. M. Piore noted that the tool has been refined since it was last presented to Council including revisions to how complaints will be prioritized. Council will be provided with annual updates regarding how the risk climate is changing and to note any new trends that are emerging in the profession. Council reached consensus to adopt the risk register tool.

10. Stakeholder Engagement

D. Adams introduced the item and summarized the recent stakeholder meetings that have been hosted by CRPO, including highlights from the Education Program meeting (May 9, 2022) and the Pan-Canadian regulators meeting (April 20, 2022). D. Adams also met with the Canadian Institute for Health Information (CIHI), a non-profit organization that provides information on Canada's health systems and the health of Canadians.

11. Diversity, Equity, and Inclusion Initiative

D. Adams provided an update regarding the work that the DEI proto group has been conducting in recent months. The group is scheduled to meet on May 27, where the group will provide input regarding development of a working group terms of reference and possible recruitment strategies. Updates will be provided at the September Council meeting.

12. Election of Officers Update

D. Adams introduced the topic. The election of officers will take place at the June 23 Council meeting in accordance with Schedule 1 of the by-laws. Council members are encouraged to put their name forward for nomination, particularly if they have interest in pursuing leadership positions. The newly elected or acclaimed Executive Committee will officially take office at the conclusion of the September Council meeting. Members elected to the Executive Committee will be invited to observe meetings over the summer as a way of facilitating timely orientation to the work they will assume in the fall.

13. Strategic Planning

S. Briscoe-Dimock introduced the item and directed Council to the background information provided in the meeting materials. D. Adams noted that, since the CRPO's first strategic plan was developed (September 2019), the Ministry of Health has implemented the College Performance Measurement Framework (CPMF), which states that there are a number of elements that must be included in the strategic priorities of every health regulator in the province. Council and committee work plans will be

reviewed and updated to include the CPMF requirements and any refinements that Council wishes to make as part of the next strategic cycle.

Council was asked to consider how to approach the strategic planning cycle, including the scope of the exercise. Council suggested staff develop a visual representation of timelines to assist with work planning.

14. Registrar's Report

D. Adams presented her report to Council and provided additional verbal updates on CRPO registrant numbers and staffing updates.

15. Council Question Period Tip Sheet

S. Briscoe-Dimock introduced the item and informed Council that the tip sheet was developed to support Council in making use of the Council Question Period, a standing item on all Council agendas. The tip sheet will be posted in the Aprio resource library.

16. 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 March 31, 2022
- Committee Reports

MOTION C-26MAY2022 – M08

That Council approve the consent agenda as presented.

Moved: J. Mord

Seconded: M. Machan

CARRIED

17. Council Question Period

No questions were raised.

18. EDUCATION: Stakeholder Roles

D. Adams provided a brief presentation entitled "Public Protection and Stakeholder Relationships". The presentation identified CRPO stakeholders, their role within regulated health care and what meaningful engagement looks like.

19. End of Term Acknowledgment

S. Briscoe-Dimock reminded Council members that the May 26, 2022, Council meeting would mark the end of Andrew Benedetto's tenure on Council. A. Benedetto worked with the CRPO since its days as a transitional Council and went on to become an elected professional member, serving on several committees. Most notably as chair of the Registration Committee, member of the Executive Committee

and serving three terms as President. Several Council members spoke to A. Benedetto's contributions to Council and committee work throughout the years.

20. Adjournment

MOTION C-26MAY2022 – M09

That the meeting be adjourned at 2:20 p.m.

Moved: K. Lomp














































































Seconded: A. Benedetto




CARRIED

Conflict of Interest Disclosure Form May 26 2022.pdf

Signatures

 E-Mail |  Summary Report

Name↓↑	Vote↓↑	Signature↓↑
  Ahonen, Heidi	  	
  Benedetto, Andrew	  	
  Boychyn, Steven	  	
  Briscoe-Dimock, Shelley	  	
  Hewitt-Blackie, Kali	  	
  Keast, David	  	
  Lomp, Kenneth	  	
  Machan, Michael	  	
  Monastero, Miranda	  	
  Mord, Judy	  	
 Pateman, Henry	  	
  Selkirk, Keri	  	
  Vincent, Jeffrey	  	

Total: 13  0  0  13 