

# COUNCIL MINUTES

Wednesday, March 29, 2023

9:30 a.m. to 3:30 p.m.

Hybrid meeting – 375 University Avenue and Zoom video conference

## Council Members:

Heidi Ahonen, RP, Professional Member  
Steven Boychyn, Public Member  
Shelley Briscoe-Dimock, RP  
  
Sherine Fahmy, Public Member (via Zoom)  
  
Kathleen (Kali) Hewitt-Blackie, RP,  
Professional Member (via Zoom)  
Avni Jain, RP, Professional Member  
  
David Keast, Public Member  
  
Kenneth Lomp, RP (President), Professional  
Member  
Michael Machan, RP, (Vice-President)  
Professional Member  
Judy Mord, RP, Professional Member  
  
Henry Pateman, Public Member  
Keri Selkirk, Public Member (via Zoom)  
Radhika Sundar, RP, Professional Member  
Jeffrey Vincent, Public Member

## Staff Members:

Deborah Adams, Registrar & CEO  
Alexandra Brennan, Manager, Registration  
Jo Anne Falkenburger, Director of  
Operations & HR  
Amy Fournier, Executive Coordinator  
(Recorder)  
Sarah Fraser, Director, Registration  
  
Mark Piro, Deputy Registrar & General  
Counsel  
Kristina Reyes, Manager, Registrant  
Requirements  
Kelly Roberts, Manager, Operations & HR  
  
Jenna Smith, Manager, Professional  
Conduct  
Virginia Strobel, Communications  
Coordinator  
Sonya Teece, Manager, Quality Assurance

## Regrets:

Miranda Monastero, RP, Professional  
Member

## 1. WELCOME & INTRODUCTIONS

### 1.a. Welcome and Opening Remarks

K. Lomp, President and Chair, called the meeting to order at 9:35 a.m. and welcomed all present.

### 1.b. Approval of Agenda

#### MOTION C-29MAR2023 – 01

That the agenda of the March 29, 2023, meeting of Council be approved as presented.

Moved: S. Briscoe-Dimock

Seconded: J. Vincent

CARRIED

1.c. **Conflict of interest declarations**

None declared.

**2. DISCUSSION & DECISIONS**

2.a. **Evaluation Framework**

**i. Governance Report**

**ii. Annual Council Effectiveness Report**

**iii. Meeting Pulse Reports**

K. Lomp introduced the governance report completed by consultants from Pollinate Network, the annual Council effectiveness report, and the quarterly meeting pulse reports for Q3.

Council was reminded that these reports are part of the College's overall evaluation framework. In addition to being presented to Council, they will be reviewed by the Executive Committee to inform ongoing governance improvements and professional development planning for Council. Committee and panel chairs will be provided with individual reports that they can then use to direct improvements in their work and the work of their committee or panel.

**iv. Self-reflection / competence evaluation results report**

M. Machan, Vice President, presented the self-reflection results delivery report and provided a summary of the delivery process. Excellent feedback was provided by Council members to help improve the report structure going forward. Key takeaways from the self-reflection results include integrated education with a focus on topics of regulatory knowledge and governance competencies. As we move from the pilot stage of the project, it was noted that increased training in the use of tools would be useful and further development of a mentorship program.

2.b. **Council and Committee Competency Framework**

D. Adams, Registrar, presented background information on the competency framework's development in 2019 and how the tool has been used. D. Adams walked Council through the changes to the framework being recommended by the Executive Committee. Council agreed to the proposed revisions and directed staff to finalize the framework. More education and information on the competencies will be provided at the June Council education session.

2.c. **Key Performance Indicators**

D. Adams presented the proposed key performance indicators (KPI) stemming from the College Performance Measurement Framework (CPMF) requirements. Reporting on performance in each of the areas identified will be used to assist staff and Council in ensuring that CRPO is meeting targets related to regulatory and operational work.

The results will be provided on an annual or quarterly basis (depending on the measure) and will comprise part of the College's annual CPMF report as a way of promoting transparency and accountability.

2.d. **College Performance Measurement Framework report**

D. Adams presented the final draft of the College's 2022 CPMF submission. Council was pleased with the report, noting that it demonstrates considerable progress has been made over the last year and the College has met most domain benchmarks. D. Adams provided information on the benchmarks that were not met or that were partially met and outlined the areas of focus in the year ahead.

2.e. **CRPO fiscal 2023-2024 Update to Council Per Diems**

J. Falkenburger, Director, Operations and Human Resources, introduced the item and noted that the increase in per diems was included in the budget that was approved by Council in January 2023. The updated per diem rates will take effect on April 1. The policy has been revised to reflect the new rates and is reviewed annually by staff.

**MOTION C-29MAR2023 – 02**

That Council approve, pursuant to by-law articles 9.02 and 12.08, setting the amounts payable for attendance at and preparation for the transaction of College business, as follows:

- The Chair Full Day attendance per diem is set to \$375 (Half Day amount: \$187.50)
- The Member Full Day attendance per diem is set to \$280 (Half Day amount: \$140)
- The Chair and Member Full Day preparation per diem is set to \$280 (Half Day amount: \$140)

Moved: S. Briscoe-Dimock

Seconded: H. Ahonen

CARRIED

2.f. **Investment Policy**

J. Falkenburger introduced the new investment policy, that would allow the Director of Operations and Human Resources, in conjunction with the Registrar CEO, to invest funds in GIC within the College's bank of record. Staff will be investing using a custom laddering approach (90-days, 180-days, 270-days, 1 year) to stagger the maturity of investments and manage the required cash flow.

**MOTION C-29MAR2023 – 03**

That Council approve the investment policy as presented.

Moved: J. Vincent  
Seconded: H. Ahonen  
CARRIED

2.g. **Council Education: Clinical Practice**

K. Lomp provided a practice presentation to Council. This is the first of what is planned as an ongoing item to allow professional members to present on their modality, practice setting and client populations.

2.h. **Policy Update: Posting Non-College Conduct on the Public Register**

M. Piore, Deputy Registrar and General Counsel, presented the item noting that the policy is prescribed by legislation and no substantive changes were proposed.

**MOTION C-29MAR2023 – 04**

That Council approve the *Posting Non-College Conduct in the Public Register* policy as presented.

Moved: S. Briscoe-Dimock  
Seconded: J. Mord  
CARRIED

2.i. **Non-Council Member Reappointment to Discipline and Fitness to Practise Committees**

K. Lomp presented the item. It was noted that C. Cowan-Levine's term as Chair of Discipline and Fitness to Practise committees ends on March 31, 2023 in order to allow the transition to the pilot of the Health Professions Discipline Tribunal project.

**MOTION C-29MAR2023 – 05**

That Council appoint Carol Cowan-Levine, RP, as a member of the Discipline and Fitness to Practise Committees for a term of approximately one year, beginning April 3, 2023.

Moved: S. Briscoe-Dimock  
Seconded: J. Mord  
CARRIED

2.j. **Non-Council Member Appointments to ICRC**

K. Lomp presented the item, noting that the Nominations and Elections Committee conducted interviews with non-Council applicants in January and made recommendations to appoint four (4) individuals to the Inquiries, Complaints and Reports Committee (ICRC). The Executive Committee agreed with the recommendations and asked that Council ratify the appointments.

**MOTION C-29MAR2023 – 06**

That Council ratify the appointment of Janet Cullen, RP, Ibukun Ogunsina, RP, Christopher Rudan, RP, and Leslie Vesely, RP as non-Council members of the Inquiries, Complaints and Reports Committee for a term of approximately one year.

Moved: M. Machan

Seconded: J. Mord

CARRIED

2.k. **Diversity, Equity and Inclusion Working Group Co-Chair acclamations**

K. Lomp introduced the item. Two members of DEIWG (Diversity, Equity, and Inclusion Working Group) put their names forward for two co-chair positions on the working group. Laurinda Cheng, RP, and Jessica Cashmore, RP (Qualifying), were acclaimed as co-chairs of the DEIWG. Council was asked to ratify the acclamations.

**MOTION C-29MAR2023 – 07**

That Council approve the acclamation of Laurinda Cheng, RP, and Jessica Cashmore, RP (Qualifying) as co-chairs of the DEIWG.

Moved: S. Briscoe-Dimock

Seconded: H. Ahonen

CARRIED

### 3. INFORMATION & UPDATES

3.a. **College Education: Governance Concepts**

D. Adams provided an education session on the importance of critical friendships to promote good governance.

3.b. **Council Observer Guidelines update**

D. Adams informed Council regarding updates to the Council Observer Guidelines. The change asks observers to register in advance of public Council meetings to receive a link to the livestream. This will ensure that staff have contact information for anyone observing the meeting and can reach them in the event of technical difficulties.

3.c. **Registrar's Report**

D. Adams presented her report to Council and provided an update regarding Quality Assurance Program professional development reporting statistics, and informed Council that a full-day discipline training will be conducted in November 2023 in collaboration with other regulatory colleges participating in the discipline tribunal pilot project.

3.d. **Quality Assurance Enhancement Project Update**

D. Adams provided an update regarding next steps in the QA enhancement project.

3.e. **College Website Update Project Launch**

D. Adams provided an update regarding the launch of the College's website overhaul project. Council voted on the College's new logo.

#### 4. CONSENT AGENDA

4.a **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 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.

- DRAFT minutes 25JAN2023
- Committee Reports

**MOTION C-29MAR2023 – 08** That Council approve the consent agenda as presented.

Moved: S. Briscoe-Dimock  
Seconded: H. Ahonen  
CARRIED

5. **Council Question Period**

Council discussed advertising of professional services.

#### 6. ADJOURNMENT


















**MOTION C-29MAR2023 – 09**


That the Council meeting be adjourned at 3:00 p.m.

Moved: R. Sundar  
Seconded: D. Keast  
CARRIED

File Name	Conflict of Interest Disclosure Form 29MAR2023
File Size	32 KB
Uploaded Date	2023-03-16 09:47

### Signatures

Name	Vote	Signature	Notes
 Ahonen,Heidi		NA	I declare that I have no conflict of interest. Thanks, Heidi Ahonen
 Boychyn,Steven	Pending	NA	
 Briscoe-Dimock,Shelley		NA	
 Fahmy,Sherine		NA	
 Fournier,Amy	Pending	NA	
 Hewitt-Blackie,Kali		NA	I have no conflict of interest for this meeting. Note that I will be attending virtually. warmly, Kali
 Jain,Avni		NA	
 Keast,David		NA	
 Lomp,Kenneth Gunnar		NA	
 Machan,Michael		NA	
 Monastero,Miranda	Pending	NA	
 Mord,Judy		NA	No conflict
 Pateman,Henry		NA	
 Selkirk,Keri		NA	
 Sundar,Radhika		NA	
 Vincent,Jeffrey		NA	

Responses = [13 out of 16]  12  1  0  0 