



**MINUTES**  
**MEETING OF THE COUNCIL**  
**March 11, 2011**

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<b>Present:</b>	S. Mangoff	M. Catre	<b>Staff:</b>	J. Robinson
	L. Neill	M. Irshad		R. Hamilton
	E. Newbold	W. Kanagaratnam		S. Hughes
	D. Ng	S. Muthulingam		A. Ashton
	P. Ruttan	S. Sajadi		F. Campbell
	J. Spirou	T. Skanes		B. Lam
	K. Norman			S. Martin
	R. Williams			S. Tooze

**Recorder** M. Leung

**Regrets:** Doug Freer  
Frank Gielen

**Guests:** Agnes Lee, Policy Analyst, MOHLTC

The meeting commenced at 9:00 am

L. Neill, President, congratulated M. Catre, public appointee, on his reappointment to Council for another three years until March 2014. She directed the recording secretary to take the roll call.

**ROLL CALL**

The recording secretary conducted the roll call.

**1.0 ADOPTION OF AGENDA**

**MOTION: 01:11**

It was moved by M. Irshad and seconded by S. Muthulingam  
THAT

The agenda for the March 11, 2011, meeting be adopted as presented.

**CARRIED**

**2.0 APPROVAL OF MINUTES OF**

**2.1 December 6 & 7, 2010, COUNCIL MEETING**

Further update was sought on item 4.2.3 – Inter College Councillor Forum. It was remarked that this issue will be brought for consideration at the Federation Executive Committee level and, in the meantime, there is nothing further to report.

**MOTION: 02:11**

It was moved by R. Williams and seconded by D. Ng  
THAT

The minutes of December 6 & 7, 2010 meeting be accepted as presented

**CARRIED**

L. Neill, President, asked if there were any conflicts of interest to be reported by Councillors with regard to any agenda items to be discussed. None were declared.

**3.0 CONSENT AGENDA**

It was proposed to move the following item out of the Consent Agenda for discussion:

Agenda item

3.3.5 Registration Committee Report

**MOTION: 03:11**

It was moved by W. Kanagaratnam and seconded by M. Catre  
THAT

the following Consent Agenda items be approved as presented:

- 3.1 President's Report
  - 3.1.1 Patient Safety
  - 3.1.2 Support Personnel
  - 3.1.3 Alliance Report
- 3.2 Registrar's Report
  - 3.2.1 Operations Report
  - 3.2.2 Networking and Representation Report
  - 3.2.3 Communications Strategy Update
    - 3.2.3.1 Web Use Report
- 3.3 Committee Reports
  - 3.3.1 Executive Committee
  - 3.3.2 Inquiries, Complaints & Reports Committee
  - 3.3.3 Discipline and Fitness to Practise Committees
  - 3.3.4 Quality Management Committee
  - 3.3.6 Patient Relations Committee
- 3.4 Financial Statement ending January 31, 2011

**CARRIED**

At this time, a motion was put forth to have a discussion in camera on 3.3.5 – Registration Committee Report.

**MOTION: 04:11**

It was moved by S. Mangoff and seconded by M. Irshad  
THAT

Council go into in camera discussion

**CARRIED**

**MOTION 05:11**

It was moved by S. Muthulingam and seconded by P. Ruttan  
THAT

Council return to its regular agenda.

**CARRIED**

**MOTION 06:11**

It was moved by W. Kanagaratnam and seconded by R. Williams  
THAT

Council accept the Registration Committee Report.

**CARRIED**

**4.0 CURRENT ENVIRONMENT ANALYSIS**

**4.1 Trends and Impacts Report**

**4.1.1 Physiotherapy Practice Trends**

**4.1.2 Media Trends**

Councillors reviewed the above reports. No specific questions were raised. A CBC video was shown to Councillors to heighten awareness of public interest on the competency of health professionals and public perspective of the duties and accountability of regulatory licensing bodies.

**4.2 Council Roundtable**

**4.2.1 Consistent Decision Making – Quality Management Tool**

E. Newbold, Chair, Quality Management Committee, provided a presentation to Council on the QM Tool – Consistent Decision Making.

Councillors concurred this is a useful tool and it should be recommended that similar tools be adopted at other Committees e.g. ICRC and Registration.

**4.2.2 Specialization**

J. Robinson, Registrar, provided a general overview presentation on “Specialization”.

She reported that the Canadian Physiotherapy Association is preparing to launch a Clinical Specialization Program in July 2011. At the moment, no physiotherapists can call themselves a “specialist” unless the College approves the Program. Understanding Council expectations related to specialization models is now key and could be linked to discussion on practice authorities and rosters.

On a separate note, L. Neill, President, reported that J. Robinson, Registrar, has been invited by Citizenship and Immigration Canada (CIC) to the *Australia-Canada Roundtable on Foreign Qualification Recognition* which will take place in Melbourne, Australia, from April 12 – 15, 2011. The purpose of the roundtable is to bring together a select group of Australian and Canadian stakeholders to share promising practices and explore potential avenues to improve foreign qualification recognition processes.

J. Robinson reported she has been invited to be involved in the process of bridge building between the Irish Association of Physical Therapists and the Irish Society of Chartered Physiotherapists related to the establishment of the Physiotherapists Registration Board in Ireland.

**4.3. Strategy 2020  
2010-11 Tactics**

Councillors reviewed the updated tactics. J. Robinson reported that a synopsis from the Oct. 26, 2010 Ontario Physiotherapy Leadership Consortium (OPLC) forum on health promotion and physiotherapy was accepted by Physiotherapy Canada for publication as an editorial.

**4.4. Balanced Scorecard 3rd quarter 2009/2010**

Councillors reviewed the information presented. J. Robinson remarked that a number of new indicators were introduced in the 3<sup>rd</sup> quarter and N/A denoted that there were either no cases reported or the indicator wasn't measured as it was newly introduced. She also provided clarification on queries raised on risk management and on the communication campaign.

**5.0 Budget 2011/2012**

J. Robinson provided a brief overview on the key areas of emphasis in formulating the proposed budget. Discussions ensued and clarifications were provided on queries raised on individual line items. It was pointed out that the Governance committee no longer exists thus expenses of \$7,500 need to be removed. The expenses for the new Audit Committee will be absorbed under Professional fees-Audit. It was proposed to move the Therapy and Counselling Fund item (which is rarely used) - \$14,000 to Restricted Reserve. A suggestion was made to define the term “reserve projects” to better assist Council in determining where it might wish to allocate monies for particular activities. This work will be completed by Executive prior to the next budget cycle.

**Action** Council direct the Registrar to develop a governance policy around projects for funding from the reserves.

**5.1 Operating Budget 2011/2012**

**MOTION: 07:11**

It was moved by W. Kanagaratnam and seconded by M. Irshad  
THAT

Council approve the proposed budget 2010/2011, as amended (final version attached).

**CARRIED**

**5.2 Proposed Restricted Reserve 2011/2012**

Councillors reviewed the proposed restricted reserve 2011/2012. No questions were raised.

**MOTION: 08:11**

It was moved by K. Norman and seconded by W. Kanagaratnam  
THAT

Council approve the proposed Restricted Reserve 2011/2012 as presented.

**CARRIED**

**5.3 Proposed Capital Assets Projects 2011/2012**

Councillors reviewed the proposed capital assets projects 2011/2012. No questions were raised.

**MOTION: 09:11**

It was moved by R. Williams and seconded by M. Catre  
THAT

Council approve the proposed capital assets projects 2011/2012 as presented.

**CARRIED**

**5.4 Proposed Reserve Projects 2011/2012**

Councillors reviewed the proposed reserve projects 2011/2012. No questions were raised.

**MOTION: 10:11**

It was moved by M. Irshad and seconded by S. Sajadi  
THAT

Council approve the proposed reserve projects 2011/2012 as presented.

**CARRIED**

At 12:00 noon , a Council Open Forum via telecast with registrants (83 sites signed up) was held on the function and responsibilities of the Inquiries, Complaints and Reports Committee (ICRC).

6.0 **GOVERNANCE**

6.1 **Bylaws**

N/A

6.2 **Governance Policies**

6.2.1 **G4.14 – Business Relationships with External Organizations**

Councillor reviewed and concurred with the proposed revision to G4.14.

**MOTION: 11:11**

It was moved by K. Norman and seconded by R. Williams  
THAT

Council approve the proposed revisions to G4.14 – Business Relationships with External Organizations.

**ARRIED**

6.2.2 **G4.15– Intellectual Property and Related Uses**

Councillor reviewed and concurred with the proposed revision to G4.15.

**MOTION: 12:11**

It was moved by M. Irshad and seconded by E. Newbold.  
THAT

Council approve the proposed revisions to G4.15 – Intellectual Property and Related Uses.

**CARRIED**

6.2.3 **G4.16 – Election Campaign**

L. Neill, President, spoke to the briefing note and strategic choices recommended by the Executive Committee on election campaigning. After discussion and clarification on the actual procedure, Councillors concurred with the proposed e-campaign initiative and suggested revisions to G4.16 – Election Campaign with further changes to Procedure #5.0 as follows:

“A candidate may choose to campaign within his/her district beyond the College published candidate statement. [All candidates will be notified of access to the voters list for their respective district through mailing labels and an electronic contact list.](#) Campaign materials are not reviewed or endorsed by the College, and candidates will make every effort to ensure that the views portrayed are verifiable and true.”

**Action** Council direct the Registrar to implement the e-campaign initiative for election 2011

**MOTION: 13:11**

It was moved by S. Mangoff and seconded by T. Skanes  
THAT

Council approve the revisions to G4.16 – Election Campaign and implementation of e-campaign for election 2011.

**CARRIED**

**6.2.4 G4.19 – Council Education**

Councillors reviewed and concurred with the minor changes suggested.

**MOTION: 14:11**

It was moved by E. Newbold and seconded by M. Catre  
THAT

Council approve the revised G4.19 – Council Education.

**CARRIED**

**6.2.5 G4.24 – Emergency Management Plan**

Further to the direction from Council in December 2010, a proposed new G4.24 – Emergency Management Plan was presented for consideration. Councillors also reviewed the changes to G4.23 – Risk Management to link the two component parts.

**MOTION: 15:11**

It was moved by S. Sajadi and seconded by M. Irshad  
THAT

Council approve the proposed new G4.24 – Emergency Management Plan.

**CARRIED**

**MOTION: 16:11**

It was moved by S. Mangoff and seconded by S. Sajadi  
THAT

Council approve the revisions to G4.23 – Risk Management.

**CARRIED**

**6.3 Official Documents**

**6.3.1. Standard – Supervision of Student Learners**

Councillors reviewed the comments from registrants on the new Standard – Supervision of Student Learners.

**MOTION: 17:11**

It was moved by K. Norman and seconded by R. Williams  
THAT

Council accept the new Standard for Professional Practice – Supervision of Student Learners which supersedes the old standard on Clinical Education effective immediately.

**CARRIED**

**7.0 STRATEGIC POLICY DIRECTIONS**

**7.1 Authorized Acts Project**

**7.1.1 Overview**

R. Hamilton, Associate Registrar, Policy, provided a brief update on the current status of the Authorized Acts project.

**7.1.2 Revision to Professional Misconduct Regulation**

Councillors reviewed and concurred with the proposed draft – Ontario Regulation 388/08, Professional Misconduct dated February 18, 2011, which incorporated alternative language based on feedback from registrants to provide clarity and simplicity for understanding.

**Action** Council direct staff to circulate the revised proposed draft again to Registrants for feedback.

**MOTION: 18:11**

It was moved by K. Norman and seconded by P. Ruttan  
THAT

Council approve in principle the draft Ontario Regulation 388/08 Profession Misconduct dated February 18, 2011 to be circulated once again to Registrants for their feedback.

**CARRIED**

**7.1.3 Standard – Performance of Authorized Activities**

**7.1.4 Standard – Performance of Ordering of Diagnostic Investigations**

Councillors reviewed the two proposed standards. After discussion, it was suggested further work needs to be done and directed staff to

- ◆ make the suggested editorial amendments to the two standards
- ◆ merge the two standards into one to provide clarity

- ◆ circulate the merged standard to registrants for their comments
- ◆ bring back registrants feedback to June Council for consideration

### 7.1.5 Roster Model Discussion

R. Hamilton provided a presentation on issues to consider related to rostering to perform authorized activities. After discussion, it was proposed to strike a Task Force on Rostering with membership and terms of reference for this group to be assigned by the Executive Committee.

Composition - Task Force on Rostering

- ◆ two Councillors from Council or Executive
- ◆ two representatives from the Quality Management and Registration Committees
- ◆ Staff - Jan, Rod, Fiona and Shilo

A consultant will be hired to assist with the environmental scan. A final report from the Roster Task Force is expected by June 1, 2011.

### 7.2 Appointment to Audit Committee

Councillors reviewed and endorsed the proposed Audit Committee Terms of Reference.

#### **MOTION: 19:11**

It was moved by P. Ruttan and seconded by S. Mangoff  
THAT

Council approve the terms of references – Audit Committee as presented effective immediately.

**CARRIED**

#### **MOTION: 20:11**

It was moved by T. Skanes and seconded by S. Muthulingam  
THAT

Council approve the composition of the Audit Committee as nominated by Executive Committee effective immediately:

- ◆ J. Spirou, Professional Council member
- ◆ W. Kanagaratnam, Public Appointee
- ◆ S. Sajadi, Public Appointee

**CARRIED**

**7.3 Appointment to Scrutineers**

Councillors endorsed the recommendation from Executive Committee to appoint N. Kandasamy, Toronto East, and M. Landry, Toronto West as scrutineers for the 2011 Election.

**MOTION: 21:11**

It was moved by M. Irshad and seconded by T. Skanes  
THAT

Council appoint N. Kandasamy and M. Landry as scrutineers for the 2011 election.

**CARRIED**

**7.4 College 2010 Awards Program**

**7.4.1 Award of Distinction**

Seven nominations were received for this year's Award of Distinction. Councillors are reminded that a binder containing the seven nominations is on the Council table for ready review if interested.

L. Neill, President, spoke to the selection procedure (based on scoring criteria and ranking process) for all nominations. Councillors reviewed the self nomination and relevant materials from Margaret Martin and endorsed the recommendation from the Executive Committee.

**MOTION: 22:11**

It was moved by R. Williams and seconded D. Ng  
THAT

Council declare Margaret Martin as the recipient for the 2010 Award of Distinction.

**CARRIED**

**7.4.2 Award of Research Advancing Quality Care**

Fourteen applications were received for this year's Research Award. Councillors are reminded that a binder containing all the applications is on the Council table for ready review if interested.

Councillors reviewed the recommendation from Executive Committee and the application from Lisa Carlesso for the 2010 Award for Research Advancing Quality Care.

**MOTION: 23:11**

It was moved by P. Ruttan and seconded by E. Newbold  
THAT

Council approve Lisa Carlesso as the recipient for the 2010 Award for Research Advancing Quality Care

**CARRIED**

**7.4.3 2010 Council Award**

J. Robinson spoke to the Council Award. Three nominations were received:

- ◆ Peter Ruttan – nominated by K. Norman, seconded by S. Muthulingam
- ◆ James Fitch – nominated by P. Ruttan, seconded by J. Spirou
- ◆ Mel Catre – nominated by W. Kanagaratnam and M. Irshad

All nominators spoke to the contributions of their nominees to the Council and regulation. After a round of secret ballots, P. Ruttan was elected the recipient of the 2011 Council Award. Congratulations were extended to Peter by Councillors and Staff.

**7.5 Report to Ontario Fairness Commissioner**

S. Mangoff spoke to the Entry to Practice Review Report for 2010 which was submitted to the Ontario Fairness Commissioner on March 1, 2011.

**MOTION: 24:11**

It was moved by S. Mangoff and seconded by K. Norman  
THAT

Council formally approve receipt of the Entry to Practise Review Report for 2010.

**CARRIED**

L. Neill, President, reminded Councillors regarding confidentiality of Council discussions and decisions

**8.0 OTHER BUSINESS**

**8.1 Notice of Motion**

None

**8.2 Future Meeting Dates**

June 13 & 14, 2011

**8.3 Council Evaluation**

Councillors are encouraged to complete the evaluation which is helpful in continually improving future Council meetings.

**MOTION: 25:11**

It was moved by M. Catre and seconded by W. Kanagaratnam  
THAT

The meeting be adjourned.

**CARRIED**

The meeting was adjourned at 4:00 p.m.

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**L. Neill, President**