**MEETING OF THE COUNCIL OF THE COLLEGE OF**

**PHYSIOTHERAPISTS OF ONTARIO**

**MINUTES**

***December 16-17, 2019***

***At***

***The College Board Room***

***375 University Avenue, Suite 800, Toronto***

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| **Attendees:** | | | | |  | **Staff:** | |
| Mr. Darryn Mandel, President | | | | | Ms. Janet Law | Mr. Rod Hamilton | |
| Ms. Theresa Stevens | | | | | Ms. Nicole Graham | Ms. Anita Ashton | |
| Mr. Ronald Bourret | | | | | Ms. Sharee Mandel | Ms. Joyce Huang | |
| Ms. Jane Darville | | | | | Mr. Tyrone Skanes | Ms. Téjia Bain | |
| Mr. Martin Bilodeau | | | | | Ms. Katie Schulz | Ms. Lisa Pretty | |
| Mr. Gary Rehan | | | | | Ms. Jennifer Dolling | Ms. Elicia Persaud | |
| Mr. Mark Ruggiero | | | | | Ms. Kathleen Norman |  | |
| Mr. Kenneth Moreau | | | | | Mr. Nitin Madhvani (December 16) |  | |
| **Regrets:**  **Recorder:**  **Guests:** | | | Mr. Nitin Madhvani (December 17)  Ms. Elicia Persaud  Ms. Sarah Kibaalya, Senior Policy Analyst  Ms. Amanda Smart, Ontario Physiotherapist Association (December 17) | | | | |
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| **9:00 AM** |  | | **Welcome** | | |  |
|  | **1.0**  **Motion** | | A CAPR report was added to the end of the agenda before the members motions.  **Approval of the Agenda**  It was moved by Mr. Tyrone Skanes and seconded by Ms. Nicole Graham that:  the agenda be accepted with the possibility for changes to the order of items to address time constraints. | | |  |
|  | **2.0**  **Motion**  **Motion** | | **Approval of the Council Meeting Minutes of September 27, 2019**  **2.0**  It was moved by Ms. Jennifer Dolling and seconded by Ms. Janet Law that:  The minutes of September 27, 2019 be approved with amendments.  **2.1**  It was moved by Mr. Gary Rehan and seconded by Ms. Jane Darville that:  That the September 27, 2019 in-camera minutes be approved. | | | **CARRIED.**  **CARRIED.** |
|  | **3.0** | | **President’s Report**  Mr. Darryn Mandel, President, provided an updated on the following:   * General themes from the mid-year check-in calls * Governance Policy Review * Environmental scan | | |  |
|  | **4.0** | | **Registrar’s Report**  Mr. Rod Hamilton, Registrar, provided an update on the following:   * Operations * Public Appointments * Database development * Entry to Practice Scoping Review * External news and activities | | |  |
| **10:30 AM** | **5.0** | | **Healthcare Insurance Reciprocal of Canada (HIROC)**  Presentation by Mr. Jey Sivaprasad, Senior Account Executive and Winnie Fu, Senior Underwriter  A high-level overview of HIROC and the College’s coverage was provided. | | |  |
|  | **6.0**  **Motion** | | **Standards Review Process**  **6.0**  It was moved by Mr. Tyrone Skanes and seconded by Ms. Sharee Mandel that:  Council approve the proposed process for the ongoing review of College Standards to ensure they remain current over time. | | | **CARRIED.** |
|  | **7.0** | | **Framework for Approval of College Policies**  Council provided the following direction:   * *The role of Council is to:* * Identify the need for, and provide direction and input on the development of Council policies * Review and approve Council policies * Consider and approve policies reviewed by Committees * *The role of Committees is to:* * Identify the need for, and provide direction and input on the development of Committee policies * Review Committee policies and recommend them to Council for approval * *The role of staff is to:* * Identify the need for the development of Council or Committee policies, where appropriate * Undertake the development of Council and Committee policies under the direction of and with input from Council and Committees respectively * The approval process should be same for statutory and non-statutory committees * Statutory and non-statutory committees can initiate a policy review * For the Finance Committee, the volume of policy work is significant, they should seek direction from Council before proceeding with the work * All policies should come back to Council for approval * Council supports a regular review process but noted the that the frequency of review could be determined based on the nature of the content | | |  |
|  | **8.0** | | **Topics for Council Discussion: Nominations for Executive Election and In Camera Minutes**  The Executive Committee identified two topics that require Council discussion to assist with the refinement of the corresponding By-law.  Nominations for Executive Election  Council discussed the pros and cons to nominating multiple candidates for a single vacancy and determined at this time the recommendation would be to keep the process as is to not restrict the number of nominations made for a vacancy.  In- Camera Minutes  Council agreed implementing a process for recording, archiving, retrieving and viewing the in-camera minutes was needed. Developing a principles and procedures document to outline the noted process was suggested. | | |  |
|  | **9.0** | | **Program Area Quarterly Report**  Council was be provided with an overview of the College’s operational activities.  There was a suggestion to consider building the skillset of non-council committee members to ensure their succession planning on committees and to provide the Discipline Committee with additional training and resources for decision writing. | | |  |
|  | **10.0** | | **Digital Practice Workshop**  Council underwent a workshop where they considered a number of different practice scenarios in order to help assess whether the College’s current standards, tools and resources are fit for purpose or if additional guidance to members of the public and the profession is warranted.  Council directed staff to determine if this was an emerging issue and noted their support in providing budgetary resources to investigating digital practice in the new fiscal.  Day one of Council ended at 4:04 p.m. | | |  |
| **December 17, 2019** | | | | | |  |
| **9:00 AM** | **11.0**  **Motion** | | **Honourary Membership Designation**  Councillors indicated support for the following recommendations of the Executive Committee on the criteria for the honourary membership designation:   * The designation can be given posthumously. * The designation can be given to someone who is no longer mentally competent. * Honourary members should be able to serve the College as an employee, Councillor or Committee member after receiving the designation. * Council should make the final decision about actions to be taken when conduct concerns about an honourary member are brought to the College’s attention. * There is no limit to the number of honourary membership designations that can be granted at a meeting of Council. * Honourary members will not be listed on the Public Register but information about the designation and the designees will be posted on the College’s website.   Council recommended the following changes to the criteria:   * Approval for the designation should require a simple majority rather than a three-quarters majority vote of Councillors present and voting. * Unanimous support should not be required from Executive Committee for a nomination to be brought forward to Council. * Council, rather than the Executive Committee, should determine if concerning conduct of a nominee should disqualify them from receiving the designation. * The complementary governance policy should define all processes of managing the designation, including the fact that Executive Committee will serve as the nominations screening body   Council did not recommend any changes to the revocation provisions in the draft by-law.  **11.0**  It was moved by Mr. Kenneth Moreau and seconded by Mr. Ronald Bourret that:  Council approves in principle the concept of an honourary membership designation. | | | **CARRIED.** |
|  | **12.0**  **Motion** | | **Registration Fee Reduction: Final Approval**  **12.0**  It was moved by Mr. Kenneth Moreau and seconded by Mr. Gary Rehan that:  Council approves the by-law changes to sections 8.4(1)(b) and 8.4(2)(a) of the College By-laws to amend the fees for a certificate of registration authorizing independent practice from $595 to $575 to take effect starting in the 2020-2021 registration year. | | | **CARRIED.** |
|  | **13.0** | | **Q2 Financial Report**  Council reviewed the Q2 financial report. | | |  |
|  | **14.0** | | **Strategic Planning**  Staff presented a proposal for a layered approach to the strategic planning process, which would include envisioning the long-term vision of the College, setting medium-term goals and identifying specific short-term initiatives.  Council agreed to the proposed process and supported staff with moving forward with the work as needed. | | |  |
|  | **15.0** | | **Ministry of Health College Performance Measurement Framework**  The Registrar provided an update on the Ministry of Health College Performance Measurement Framework, noting it will be a phased in approach. | | |  |
|  | **16.0** | | **Pre-Strategic Planning Brainstorm and Information Session**  Council participated in brainstorming exercise where they identified topics needed to assist them with the strategic plan. | | |  |
|  | **17.0**  **Motion** | | **Evaluation of the Audit: Recommendation to Council**  **17.0**  It was moved by Mr. Ronald Bourret and seconded by Ms. Jane Darville that:  Council re-appoint Hilborn LLP as the College’s auditor for the 2019-2020 fiscal audit. | | | **CARRIED.** |
|  | **18.0** | | **Canadian Alliance of Physiotherapy Regulators (CAPR) Report**  Mr. Gary Rehan, CAPR board representative, provided a brief to orientation to the role of CAPR, including an update from the last board meeting. | | |  |
|  | **19.0**  **Motion** | | **Members Motion: Standard on Consent**  **19.0**  It was moved by Mr. Gary Rehan and seconded by Mr. Mark Ruggiero that:  Council approves that the College undertake work to explore the relevance, accuracy and feasibility of the College’s current consent requirements. | | | **CARRIED.** |
|  | **20.0** | | **Members’ Motion/s**  No motions made. | | |  |
|  | **21.0**  **Motion** | | **Motion to go in camera pursuant to section 7(2)(b) of the Health Professions**  **21.0**  It was moved by Mr. Tyrone Skanes and seconded by Mr. Martin Bilodeau that:  Council move in camera pursuant to section 7(2)(b) of the Health Professions Procedural Code**.** | | | **CARRIED.** |
| **Adjournment** | | | | | |  |
|  |  | | The meeting was adjourned at 2:45 p.m. | | |  |

Mr. Darryn Mandel, President