



COUNCIL MINUTES

DATE: Thursday, March 28, 2019 **FROM:** 9:00 a.m. – 3:00 p.m.

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PRESENT:

Julie Entwistle, *Chair*
Donna Barker
Julie Chiba Branson
Mary Egan
Allan Freedman
Jeannine Girard-Pearlman
Jennifer Henderson
Patrick Hurteau
Kurisummoottil S. Joseph
Heather McFarlane
Annette McKinnon
Stephanie Schurr
Teri Shackleton
Serena Shastri-Estrada
Peter Shenfield

GUESTS:

Julie Maciura, Steinecke Maciura LeBlanc

OBSERVERS:

Christie Brenchley, Ontario Society of Occupational Therapists (OSOT)
Sarah Kibaalya, Ministry of Health and Long-term Care (MOHLTC)
Debbie Hebert
Aruna Mitra
Sarah Shallwani
Michelle Stinson

ALSO PRESENT:

Elinor Larney, Registrar
Heather Binkle, Deputy Registrar
Sandra Carter, Practice Resource Liaison (7.0-9.2)
Aoife Coghlan, Manager, Investigations & Resolutions (1.0-11.0)
Yvonne Leung, Communications Coordinator (1.0-6.5)
Tim Mbugua, Policy Advisor (8.1)
Sonia Mistry, Practice Advisor (8.1-9.3)
Nabila Mohammed, Director of Finance & Corporate Services
Brandi Park, Sr. Manager, Registration & Information Systems (1.0-14.0)
Seema Sindwani, Manager, Quality Assurance (1.0-12.0)
Nancy Stevenson, Director of Communications
Andjelina Stanier: Executive Assistant, *Scribe*

1.0 President's Remarks

1.1 Remembering Past President – Dr. Winston Isaac

Julie Entwistle paid tribute to the late Dr. Winston Isaac. She spoke of his academic and professional achievements and of his lifelong commitment to empower others to be proactive about personal health care.

1.2 Traditional Land Acknowledgement

In the interest of truth and reconciliation, and in the hope to build faith and trust with our Indigenous community, the Chair started the meeting by reminding all present that we are gathered on the ancestral lands and waters of all Indigenous Peoples who have left their footprints on Mother Earth before us. We respectfully acknowledge those who have walked this land, who walk it now, and those future generations who have yet to walk upon it.

1.3 Legal Status of Council:

The Chair announced that with the appointment of the new public member, Allan Freedman, Council is once again, constituted.

2.0 Call to Order

The Chair called the meeting to order at 9:09 a.m. She reminded everyone that Council's mandate and purpose is to serve the public. She welcomed everyone and introduced the new public member, Allan Freedman, and the three newly-elected Council members from District 1 who will observe today's meeting: Deborah Hebert, Michelle Stinson and Aruna Mitra.

3.0 Declaration of Conflict of Interest

The Chair asked if members had a conflict of interest to declare. None was reported.

4.0 Approval of Agenda

The Chair asked if there were any additions or other changes to the agenda. None were reported.

MOVED BY: Kurisummoottil S. Joseph

SECONDED BY: Serena Shastri-Estrada

THAT the agenda be approved as presented.

CARRIED

5.0 Approval of Minutes

5.1 Draft Council Minutes of January 31, 2019

The Chair asked if there were any edits to the draft Council minutes of January 31, 2019. Two edits were reported.

Item 12.1: Insert *Presented by Julie Entwistle*

Item 12.6: Insert *Presented by Stephanie Schurr*

MOVED BY: Annette McKinnon

SECONDED BY: Peter Shenfield

THAT the draft Council minutes of January 31, 2019 be approved as amended.

CARRIED

(Abstentions: Allan Freedman and Mary Egan)

6.0 Registrar's Report

6.1 Registrar's Written Report

Council reviewed the written report and the Registrar responded to questions.

6.2 Registrar's Presentation

The Registrar reported on the specific areas of focus for Q3 (December 1, 2018 – February 28, 2019) related to the 2018-2019 Strategic Plan.

6.3 Priority Performance Report

Council reviewed and discussed performance data for Q3 of the 2018-2019 fiscal year related to the College's progress toward meeting objectives as outlined in the 2017-2020 Strategic Plan.

MOVED BY: Jeannine Girard-Pearlman

SECONDED BY: Jennifer Henderson

THAT Council receives the Priority Performance Report for the third quarter of 2018-2019.

CARRIED

6.4 Risk Management Report

Council reviewed the report and noted the level of risk remained unchanged from the previous quarter.

MOVED BY: Jennifer Henderson

SECONDED BY: Donna Barker

THAT Council receives the Risk Management Report.

CARRIED

6.5 Communications update – Presentation

Nancy Stevenson and Yvonne Leung presented on the status of the Communications program.

7.0 Finance

7.1 January (Q3) 2019 Financial Report

Nabila Mohammed presented the financial report and responded to questions.

MOVED BY: Jeannine Girard-Pearlman

SECONDED BY: Kurisummoottil S. Joseph

THAT Council receives the January 2019 Financial Report, Statement of Financial Position and Statement of Operations, as presented.

CARRIED

7.2 Annual Investment Report

Nabila presented the Annual Investment Report and responded to questions.

8.0 Governance

8.1 Board Education

- 1) Presentation: *Fiduciary Duties* by Julie Macuire, legal counsel
- 2) Presentation: *Overview of Registration, Quality Assurance, Patient Relations and Inquiries Complaints and Reports committees, by Chairs and staff.*

8.2 College Governance

In response to the request for support by the College of Nurses of Ontario with respect to their regulatory modernization efforts, the Executive Committee is seeking feedback on the key messages presented. Council held a discussion.

MOVED BY: Jennifer Henderson

SECONDED BY: Donna Barker

THAT Council approves the Key Messages for a response to the College of Nurses proposal.

MOTION DEFEATED

Council agreed that a working group would be initiated to review governance and would be composed of an equal amount of professional and public members. A call for volunteers was made and names noted.

MOVED BY: Jennifer Henderson

SECONDED BY: Kurisummoottil S. Joseph

THAT Council appoints 5-6 volunteers to form a working group to explore Governance initiatives.

CARRIED

8.3 Non-Council Appointments – Inquiries Complaints and Reports Committee (ICRC)

Council reviewed the committee's recommendations to fill two vacancies for non-Council positions on the committee.

MOVED BY: Annette McKinnon
SECONDED BY: Heather McFarlane

THAT Council approves the appointments of Daniel Fyke and Julie Sutton as non-Council committee members to the Inquiries Complaints and Reports Committee, for a three-year term beginning April 1, 2019.

CARRIED

8.4 Policy Review – Registrar Replacement Policy GP18

GP18 was reviewed as part of the regular 3-year policy review cycle. No changes were recommended.

MOVED BY: Jennifer Henderson
SECONDED BY: Mary Egan

THAT Council approves the current policy, GP18 Registrar Replacement.

CARRIED

9.0 Business

9.1 Guidelines for Private Practice

The *Guide to Independent Practice*, originally issued in 2013, was scheduled for review in 2018 in keeping with the Framework for College Publications. Changes include minor revisions to content related to privacy legislation, formatting updates and a title change to align with word searches most commonly used by OTs on the College website, as well as terminology used by other colleges. Due to the more minor nature of the revisions, and the fact that the document is a guideline and not a standard, circulation for feedback from stakeholders was not deemed necessary. Council provided several additional recommendations.

MOVED BY: Heather McFarlane
SECONDED BY: Stephanie Schurr

THAT Council approves the Guidelines for Private Practice as presented for publication, including today's changes.

CARRIED

9.2 Professional Liability Insurance Update

Presentation: *Update on Improved Insurance Compliance* by Aoife Coghlan and Brandi Park

9.3 Quality Assurance

Presentation: *An Innovative, Risk-based Approach to Quality Assurance* by Seema Sindwani

9.4 Elections Update – District 1 (Central East)

Council reviewed the results of the District 1 Elections for three professional members of Council. Deborah Hebert, Michelle Stinson and Aruna Mitra were elected and will officially begin their 3-year terms following the Council meeting today.

10.0 Environmental Scan

This item was deferred to the next meeting.

11.0 Committee Reports

11.1 Executive – Report by Julie Entwistle, Chair

11.1.1 Practice Issues Subcommittee – Report by Julie Entwistle, Chair

11.2 Registration – Report by Donna Barker, Chair

11.3 Inquiries, Complaints & Reports – Report by Kurisummoottil S. Joseph, Chair

11.4 Discipline – Report by Donna Barker, Chair

11.5 Fitness to Practise – Report by Jennifer Henderson, Chair

11.6 Quality Assurance – Report by Mary Egan, Chair

A revised report was distributed.

11.7 Patient Relations – Report by Jeannine Girard-Pearlman, Chair

11.8 Nominations Committee – Report by Serena Shastri-Estrada, Chair

Farewell Presentations

The Chair recognized the contributions of outgoing Council members Serena Shastri-Estrada and Julie Chiba Branson for their years of service to public protection. Jeannine Girard Pearlman and Annette McKinnon each gave a farewell speech for one of the outgoing members and presented them with a token award of appreciation. Elinor thanked Julie Entwistle for her leadership on Council over the past year and presented her with a gift of appreciation.

12.0 Other Business

12.1 Council Meeting Evaluation

The Chair asked members to complete and submit the meeting evaluation forms and encouraged everyone to provide recommendations for future improvements.

13.0 Next Meeting

Tuesday, June 25, 2019, 9:00 a.m. – 3:30 p.m., at the College

14.0 Adjournment

There being no further business, the meeting was adjourned at 2:58 p.m.

MOVED BY: Jeannine Girard-Pearlman

***THAT** the meeting be adjourned.*

CARRIED
