

BOARD MEETING AGENDA

DATE: Thursday, June 19, 2025 **TIME:** 9:00 a.m. to 3:00 p.m. (Lunch 12:00 – 1:00 p.m.)

College of Occupational Therapists of Ontario
Boardroom
#900 - 20 Bay Street
Toronto ON M5J 2N8

Agenda Item		Objective	Attach	Time (approx.)
1.0	Call to Order			
2.0	Public Protection Mandate			
3.0	Territorial Acknowledgement* (page 5)			
4.0	Declaration of Conflict of Interest			
5.0	Approval of Agenda – June 19, 2025	Decision	✓	
	<i>THAT the agenda be approved as presented.</i>			
6.0	Orientation – Role of Statutory Committees By: Program Managers			160 min (approx.)
Break & Board Picture (10:30)				
7.0	Consent Agenda			
	1. Registrar's Written Report of June 19, 2025 2. Draft Board Minutes of March 27, 2025 3. Draft Board Elections Minutes of March 27, 2025 4. Executive Minutes of March 12, 2025 5. Executive Minutes of April 30, 2025 6. Finance & Audit Minutes of March 10, 2025 7. Governance Minutes of January 13, 2025	Decision	✓	5
	<i>THAT the Board adopt the consent agenda items as listed:</i>			
8.0	Registrar's Report			
	8.1 Presentation: Year in Review – Status of projects for Year 1 of the 2024-2027 Strategic Plan By: Elinor Larney, Registrar & CEO	Information		30
	8.2 Quarterly Performance Report	Decision	✓	15
	<i>THAT the Board receive the Q4 FY 2024-2025 Quarterly Performance Report.</i> (Lucy Kloosterhuis)			

Agenda Item		Objective	Attach	Time (approx.)
8.3	Risk Management Report	Decision	✓	10
	<i>THAT the Board receive the Risk Management Report.</i> (Stacey Anderson)			
8.4	Presentation: Follow-Up on 2025-2026 Board Quarterly Reports By: Kim Woodland, Director of Programs			20
9.0	Finance			
9.1	FY2025-2026 Annual Operating Budget	Decision	✓	15
	<i>THAT the Board approve the FY2025-2026 Annual Operating Budget, as presented.</i> (Allan Freedman)			
10.0	Governance			
10.1	Committee Appointment - Quality Assurance Subcommittee	Decision	✓	5
	<i>THAT the Board appoint Elizabeth Gartner to the Quality Assurance Subcommittee, for a three-year term, effective immediately.</i> (Lucy Kloosterhuis)			
10.2	Committee Composition	Decision	✓	5
	<i>THAT the Board approve the revised 2025-2026 Committee Composition, effective immediately.</i> (Stacey Anderson)			
10.3	In Camera Policy & Procedure	Decision	✓	15
	<i>THAT the Board approve the revised In Camera Policy and Procedure.</i> (Allan Freedman)			
10.4	Registrar/CEO Annual Performance Evaluation Policy & Procedure	Decision	✓	15
	<i>THAT the Board approve the Registrar/CEO Annual Performance Evaluation Policy and Procedure.</i> (Lucy Kloosterhuis)			
10.5	Governance Policies – Training for Board, Committees and Chairs	Decision	✓	10
	<i>THAT the Board approve the following new policies: a) Training and Development for Board and Committees, and b) Training for Board Chair and Committee Chairs.</i> (Mary Egan)			

Agenda Item		Objective	Attach	Time (approx.)
10.6	Committee Assessment & Evaluation Policy	Decision	✓	10
	<i>THAT the Board approve the Committee Assessment and Evaluation Policy.</i> (Christine Funk)			
11.0	Committee Work			
11.1	Patient Relations Committee Revised Policy 10-10: <i>Funding for Therapy, Counselling, and Related Expenses for Clients Alleging Sexual Abuse Policy</i>	Decision	✓	10
	<i>THAT the Board approve the updated Funding for Therapy, Counselling, and Related Expenses for Clients Alleging Sexual Abuse Policy, 10-10.</i> (Stacey Anderson)			
12.0	Move In Camera			
	<i>THAT the Board move in camera to discuss a confidential human resources matter.</i>			
13.0	Environmental Scan			
14.0	Other Business			
14.1	Board Meeting Evaluation for June 19, 2025	Complete & submit	Provided at meeting	
15.0	Next Meetings			
	Board Education Session: Wed., October 29, 2025, 9:00 a.m. – 4:00 p.m. Location TBD Board Meeting: Thurs., October 30, 2025, 9:00 a.m. – 3:30 p.m. COTO Boardroom Board Meeting: Thurs., January 29, 2026, 9:00 a.m. – 3:30 p.m. COTO Boardroom Board Meeting: Thurs., March 26, 2026, 9:00 a.m. – 4:00 p.m. COTO Boardroom Board Meeting: Thurs., June 18, 2026, 9:00 a.m. – 3:30 p.m. COTO Boardroom			
16.0	Adjournment			