



**MEETING OF THE COUNCIL OF THE
COLLEGE OF PHYSIOTHERAPISTS OF ONTARIO**

MINUTES

Thursday, March 23 and Friday, March 24, 2023
Hybrid Meeting

Attendees

Theresa Stevens, Physiotherapist (Chair)
Jennifer Clifford, Physiotherapist
Carole Baxter, Public
Herve Cavanagh, Physiotherapist
Jesse Finn, Public
Sharon Gabison, Physiotherapist
Anna Grunin, Physiotherapist
Janet Law, Physiotherapist
Nitin Madhvani, Public
Dennis Ng, Physiotherapist
Richard O'Brien, Public
Paul Parikh, Physiotherapist (March 23)
Katie Schulz, Physiotherapist
Tyrone Skanes, Public
Karen St. Jacques, Physiotherapist

Regrets

Laina Smith, Public
Paul Parikh, Physiotherapist (March 24)
Nitin Madhvani, Public (March 24)

Staff

Anita Ashton, Interim Registrar
Zoe Robinson, VP Finance & Reporting
Lisa Pretty, VP Organizational Effectiveness
Mara Berger, Director Policy, Governance
and General Counsel
Joyce Huang, Manger Strategy

Recorder

Elicia Persaud, Governance Analyst

Council and Committee members participated in a Public Interest and Equity, Diversity and Inclusion education session from 9:00 – 1:00 p.m.

Thursday, March 23, 2023

2:00 p.m. Welcome

The Chair welcomed all members, opened the meeting with the College's Land Acknowledgement Statement, and confirmed the College's ongoing commitment to the Public Interest mandate. Members were asked to declare any conflict of interest for any

of the items to be discussed during the meeting; none were declared.

1.0 Motion Approval of the Agenda 1.0

It was moved by D. Ng and seconded by N. Madhvani that:

The agenda be accepted as presented with the possibility for changes to address time constraints.

CARRIED.

2.0 Motion Approval of the Consent Agenda 2.0

It was moved by K. Schulz and seconded by A. Grunin that:

The following items be approved and/or received for information by Council:

- Approval of the December 13-14, 2022, January 10, 2023 and January 22, 2023 Council Minutes
- Acceptance of the November 22 and 30, 2022 and January 16 and 31, 2023 Executive Committee Minutes
- Acceptance of Committee/Program Area Reports:
 - Communications
 - Compliance Monitoring
 - Discipline Committee
 - Examinations Committee
 - Executive Committee
 - Finance Committee
 - Information Technology
 - Inquiries, Complaints, and Reports Committee
 - Patient Relations Committee
 - Practice Advice
 - Quality Assurance Committee
 - Registration Committee
 - Strategy, Policy and Governance

CARRIED.

3.0 President's Report

T. Stevens, President, summarized her activities since the December Council meeting, highlighting the results of the December Council meeting survey and the mid-year check-in calls.

The themes from the mid-year check-in calls include:

- Support to continue to offer hybrid Council meetings; Council meetings to continue with a hybrid model with opportunities for in-person meetings
- The time demands for public members continues to be an issue
- Improvements to some committee materials
- Additional support and training

4.0 Interim Registrar's Report

A. Ashton, Interim Registrar, summarized her activities since the December Council meeting which included an update on key stakeholders, national initiatives, the exemption policy, operational updates and the Dashboard.

It was highlighted that this is the first year the College has received a risk rating as part of the Ontario Fairness Commissioner annual review process which gave the College a medium risk rating. This was excepted due to the transition with the clinical exam. Conversations will continue with the Fairness Commissioner as the exemption policy ends on March 31, 2023, and the Ontario Clinical Exam continues to operate.

5.0 President, Vice President, and Executive Committee Election

In keeping with the responsibilities of the Registrar, A. Ashton facilitated the President, Vice-President, and Executive Committee election. A. Ashton provided an overview of the elections process which was supported by an electronic online voting system via Zoom.

Election of the President:

The following nominations for President were received:

- N. Madhvani, Public
- D. Ng, Physiotherapist

A. Ashton called for additional nominations from the floor; none were declared.

N. Madhvani was elected President.

Election of the Vice-President:

The following nominations for Vice-President were received:

- T. Stevens

A. Ashton called for additional nominations from the floor; none were received.

T. Stevens was acclaimed Vice-President.

Election of the Executive Committee: members-at-large

The following nominations were received for the remaining three positions for the Executive Committee members at large:

- J. Law
- K. Schulz
- T. Skanes
- A. Grunin

A. Ashton called for additional nominations from the floor:

- C. Baxter was nominated. C. Baxter accepted the nomination and was added to the ballot.
- T. Skanes removed himself from the ballot.

The following individuals were elected to the Executive Committee as members-at-large for the 2023-2024 year.

- C. Baxter
- K. Schulz
- J. Law

The following councillors will make up the Executive Committee for the 2022-2023 year:

- N. Madhvani, President
- T. Stevens, Vice President
- C. Baxter
- K. Schulz
- J. Law

CARRIED.

6.0 Motion **Motion to go in camera pursuant to Section 7 (2)(d) of the Health Professions Procedural Code**
6.0

It was moved by N. Madhvani and seconded by C. Baxter that:

Council moves to an in-camera session pursuant to Section 7(2)(d) of the Health Professions Procedural Code.

CARRIED.

Council returned to the public portion of the meeting at 4:15 p.m.

Adjournment

The meeting was adjourned at 4:15 p.m.

Friday, March 24, 2023

7.0 Enterprise Risk Management

Z. Robinson, Vice President of Finance and Reporting, provided Council with an introduction to the principles and concepts of Enterprise Risk Management, which included defining the meaning of risk, identifying how biases influence risk-related decision making and to familiarize Council with a high-level understanding of a risk management process. This presentation is included as part of the Risk Management work that is being brought forward to Council over the next few months.

8.0 Q3 Financial Report

Z. Robinson presented Council with the Q3 financial report noting that for the period of July to December the College's financial performance was better than anticipated.

The report included a forecast of the costs associated to administering the Ontario Clinical Exam and highlighted some continued risks to the College which include:

- The office space and the progress on mitigating any losses or reducing office space fees.
- Ensuring the College has the necessary human resources to fulfill its regulatory duties and strategic vision and mission.
- Moving from the hybrid to the virtual Ontario Clinical Exam. However, it was also noted that the

implementation of the Ontario Clinical Exam is a positive risk that provides opportunities to the College.

9.0 College Performance Measurement Framework 2022 Report

E. Ermakova, Policy Analyst, presented Council with the College's Performance Measurement Framework submission for 2022 highlighting the key changes to this year's submission which included the introduction of benchmarks and the improvement activities for 2023.

It was noted that the goals of the benchmarks are not expected to be completed by the following reporting year, rather the College is intended to provide a plan and work towards achieving the benchmarks.

10.0 Approval of the 2023-2024 Budget

Council was presented with the draft 2023-2024 budget and was asked to consider if the Committee Chairs program should be included in the budget for the upcoming year.

Council discussed the costs associated with the proposed Committee Chairs program weighing the benefits of an external facilitator versus internal facilitation by staff to reduce costs. After deliberation Council decided to maintain the Committee Chairs program as initially proposed with costs for an external facilitator in the budget.

Motion 10.0

It was moved by A. Grunin and seconded by R. O'Brien that:

Council approves the 2023-2024 Budget, which includes the Chairs Education Program.

CARRIED.

11.0 Revised Standards Review Framework

J. Huang, Manager Strategy, and M. Berger, Director of Policy, Governance & General Counsel, presented Council with a revised framework for the Standards review which included adopting, with modifications as needed, 16 of the Core National Standards. These were organized into five groups which include:

- Business Practices
- Clinical Competencies
- Professional Behaviour
- Working with Others
- Regulatory Obligations

Based on an internal assessment of risk and need, staff will determine the order in which the standards will be reviewed.

Staff also noted that two of the National Core Standards – Health Equity and Anti-Discrimination and Indigenous Cultural Safety and Humility – are not included in this review. Rather, these will be two new Standards that are developed by the College to reflect the communities in Ontario and include specific consultation as required.

Motion

11.0

It was moved by K. Schulz and seconded by H. Cavanagh that:

Council approves a revised standards review process that will leverage work done at the national level to develop core standards.

CARRIED.

12.0 Key Performance Indicators

J. Huang reported to Council on the revisions to the new Key Performance Indicators and dashboard which will include the following categories:

- Statutory programs
- Supporting functions
- Project status
- Financial health
- CPMF requirements

Council was asked to provide feedback on any key pieces of information that may be missing to fulfil their oversight role. There was a suggestion for consideration to include metrics that looks at the types of questions received by Practice Advice that are answered in the FAQs provided by the College.

13.0 Ontario Clinical Exam Update

A. Sandhu, Examinations Manger, provided Council with an update on the Ontario Clinical Exam which included:

- Overview of the results from the final Hybrid session
- Candidate feedback
- Statistics on the OCE Registration
- Transition to the virtual exams
- Security for the virtual exams
- Timing for the exam results and data review

14.0 Allowances and Expenses Policy Review

E. Ermakova provided Council with an overview of the new proposed Allowances and Expenses policy, highlighting the five principles that form the policy blueprint which include:

- Benchmarking
- Futureproofing
- General usability
- Enforcement and the Honour System
- Principles- based Language.

Motion 14.0

It was moved by R. O'Brien and seconded by A. Grunin that:

Council approves the new Allowances and Expenses Policy, to take effect on April 1, 2023.

CARRIED.

15.0 Members' Motion (s)

No motions were made.

Adjournment

J. Law motioned that the meeting be adjourned. The meeting adjourned at 2:50 p.m.



Theresa Stevens, Chair