



## MEETING OF THE COUNCIL OF THE COLLEGE OF PHYSIOTHERAPISTS OF ONTARIO

### MINUTES

March 23-24, 2022

College Boardroom and Virtually via Zoom and YouTube

#### In-person Attendees

Theresa Stevens, Physiotherapist, President  
Jennifer Clifford, Physiotherapist, Vice-President  
Anna Grunin, Physiotherapist  
Nitin Madhvani, Public  
Carole Baxter, Public (virtual March 24)

#### Virtual Attendees

Tyrone Skanes, Public  
Jesse Finn, Public  
Richard O'Brien, Public  
Laina Smith, Public (regrets March 24)  
Janet Law, Physiotherapist  
Dennis Ng, Physiotherapist  
Karen St. Jacques, Physiotherapist  
Hervé Cavanagh, Physiotherapist  
Paul Parikh, Physiotherapist, Academic  
Sharon Gabison, Physiotherapist, Academic  
Katie Schulz, Physiotherapist (regrets March 24)

#### Staff

Rod Hamilton, Registrar  
Anita Ashton, Deputy Registrar (March 23)  
Zoe Robinson  
Justin Rafton  
Shelley Martin (March 24)  
Joyce Huang  
Evguenia Ermakova (March 23)  
Elicia Persaud

#### Recorder:

Barbara Hou

#### Zoom Guests:

Jason Wong, Optimus (March 23)  
John Whincup, Optimus (March 23)  
Leanne Worsfold, IComp (March 24)  
Gary Rehan, Physiotherapist (March 24)  
Jim Wernham, Physiotherapist (March 24)  
Antoinette Megens, Physiotherapist (March 24)

### March 23, 2022

#### 9:00 am. Welcome

The President welcomed all members and opened the meeting with the College's Land Acknowledgement Statement and College's commitment to the Public Interest mandate. Members were asked to declare any conflict of Interest; none were declared.



**1.0 Approval of the Agenda**

**Amended 1.0**

**Motion** The Chair proposed an additional agenda item 1.1 Motion to go in-camera pursuant to Section 7(2)(b) of the Health Professions Procedural Code.

It was moved by T. Skanes and seconded by D. Ng that:

The agenda be accepted as presented with the possibility for changes to the order of items to address time constraints (with an additional in-camera session)

**CARRIED.**

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

**Motion 1.1**

It was moved by T. Skanes and seconded by J. Clifford that:

Council moves *in-camera* pursuant to section 7 (2)(b) of the Health Professions Procedural Code for discussion of financial matters and personal matters of such a nature that the harm created by the disclosure would outweigh the desirability of adhering to the principle that meetings be open to the public.

Council moved *in-camera* at 9:10 am and moved back into the public portion of the meeting at 9:57 am.

**CARRIED.**

**Motion to Amend Agenda Item**

**Motion 1.2**

It was moved by H. Cavanagh and seconded by T. Skanes that:

Agenda items 14.1 and 14.2 be changed to for information items.

**CARRIED.**

**2.0 President's Report**

T. Stevens, the President, provided an update on the following items:

- Council has received a new public member Laina Smith; the public appointment of Myles MacLeod has expired; and public member Carole Baxter has been reappointed for a three-year term ending in 2025.
- The Executive Committee has approved the Council Education Strategy and has selected *Principles in Governance* and *Public Interest* as education topics for the 2022-23 Council year.
- The Executive Committee has deferred conference attendance selection until June.



- There are ongoing discussions with Ontario Physiotherapy Leadership Consortium (OPLC)- PT academic Chairs and CEO of Ontario Physiotherapy Association (OPA) related to Entry to Practice.
- Input has been provided on the governance process for the Canadian Alliance of Physiotherapy Regulators (CAPR).
- Update on the Emergency Amendment proposal to the General regulation.
- Overview of the Council feedback from the December 2021 Council meeting.

### **3.0 Registrar's Report**

R. Hamilton, the Registrar, provided an update on the following items:

- Governance reform in the regulation of health professionals.
- College of Traditional Chinese Medicine and Acupuncture remaining a regulated profession.
- Notice of an application made by a registrant to the Human Rights Tribunal of Ontario (HRTO).
- College Initiatives and Projects: Governance process improvements based on recommendations in the College Performance Measurement Framework (CPMF).
- Strategic planning sessions completed by Council.
- Practice Advisory Service review, research report about Internationally educated physiotherapist's transition to practice.
- Staffing updates- Amanda Pinch Credentialing & Exams Manager has arrived, and Justin Rafton, Policy and Governance Manager is departing.
- College office space sublease – the process of finding a tenant is continuing.
- Website and Social Media Analytics report November 2021- February 2022.
- Draft Risk registry under review by management.

### **4.0 Consent Agenda**

#### **Motion 4.0**

The consent agenda was brought forward in the materials for review and approval. The Executive Committee minutes and Q3 Committee Reports for October to December 2021 were accepted with no comments.

It was moved by K. Schulz and seconded by D. Ng that:



The Council approves the meeting minutes of December 15-16, 2021, and February 2, 2022.

**CARRIED.**

## **5.0 Background about the Canadian Alliance of Physiotherapy Regulators (CAPR) and the College's Registration Process**

J. Huang, Strategic Projects Manager, provided a summary of CAPR and the impact Covid has had on their ability to deliver the PCE Clinical exam and the resulting impact on the College's registration process.

## **6.0 Entry to Practice Update**

In December 2021, Council directed staff to undertake work in response to the ongoing unavailability of the Physiotherapy Clinical Exam (PCE) exam.

J. Huang provided a status update on the following:

- Sherbrooke Exam
- Development of an alternative clinical exam
- Contingency plans for delivery of credentialing and written exam services
- Written Exam
- Registration Committee Exemption Policy

## **7.0 College's General Regulation Amendment Proposal- Consultation review**

In October 2021, to address the ongoing unavailability of the clinical examination, Council approved in principle the preliminary revisions to the registration requirements under the College's General Regulation.

J. Rafton, Governance and Policy Manager, and E. Ermakova, Policy Analyst, presented Council with an overview of the work required at the regulatory and policy level for regulation amendments.

Council directed staff to conduct a complete analysis and review of the General Regulation. Where possible, staff are to consider flexibility in the consultation review while preserving the duty to the public interest and return with a revised proposal for Council consideration.

N. Madhvani joined the College boardroom at 11:15 am.



**8.0 Annual Budget Fiscal Year 2023**  
**Motion 8.0**

Z. Robinson, Director of Corporate Services, presented the 2023 budget for Councils review and approval. It was reported that the recommended operating budget for 2023 is a deficit of \$ 1.289 million.

The main reasons for the proposed deficit are:

- Lower revenues due to the impact of Covid-19.
- Higher expenses related to the development of the Ontario Clinical Exam.
- Higher legal costs for Inquiries, Complaints, Reports Committee (ICRC), and Discipline and Fitness to Practice Committee matters.
- Increased staff required to meet the College's growing regulatory work.

While the College has the cash flow to manage this loss in FY 2023, the long-term projections and financial sustainability of the College will be considered in the near future.

It was moved by K. Schulz and seconded by J. Law that:

Council approves the fiscal year 2023 annual operating budget.

**CARRIED.**

**9.0 Strategic Plan 2022-2026**  
**Motion 9.0**

T. Stevens introduced John Whincup and Jason Wong from Optimus SBR, the company that facilitated the development process of the new strategic plan.

T. Stevens provided an overview of the strategic planning process and reviewed the four elements of the strategic plan (Appendix 1) which include:

- an updated Mission Statement,
- an updated Vision Statement,
- a Value Statement, and
- four Strategic priorities.

It was noted that the specific initiatives and measures for the Strategic Plan will be brought forward to Council in June.



It was moved by C. Baxter and seconded by A. Grunin that:

Council approves the 2022-2026 Strategic Plan.

**CARRIED.**

S. Gabison joined virtually at 1:15 pm

**10.0 Council Education: Quality Assurance Program**

S. Martin, Manager of Quality Assurance, provided Council with an overview of the Quality Assurance Program.

**11.0 Motion College Performance Measurement Framework (CPMF) 2021 Submission**  
**11.0**

In 2020, the Ministry of Health developed and released a College Performance Measurement Framework (CPMF) designed to strengthen accountability and oversight and improve College performance.

Colleges are required to complete the CPMF annually.

For Year 2 of reporting, J. Huang presented an overview of the College's 2021 report highlighting three new areas of focus: Equity, Diversity, and Inclusion, Risk Management, and the Use of Technology.

It was noted that many Standards and Evidence items have changed, and the College was required to report on new activities that occurred during the year.

Council acknowledged all of the staff work and time that went into developing the CPMF report.

It was moved by N. Madhvani and seconded by T. Skanes that:

Council approves the 2021 CPMF Report for publication.

**CARRIED.**

**12.0 President, Vice President, and Executive Committee Election**

In keeping with the responsibilities of the Registrar, R. Hamilton facilitated the President, Vice-President, and Executive Committee election. R. Hamilton provided an overview of the elections process which was supported by the electronic online voting system, Poll Everywhere.



**Election of the President:**

The following nomination for President was received:

- T. Stevens, Physiotherapist

R. Hamilton called for additional nominations from the floor; none were received.

T. Stevens was acclaimed President.

**Election of the Vice-President:**

The following nominations for Vice-President were received:

- J. Clifford, Physiotherapist

R. Hamilton called for additional nominations from the floor; none were received.

J. Clifford 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 member at large:

- N. Madhvani, Public Member
- C. Baxter, Public Member
- K. Schulz, Physiotherapist
- A. Grunin, Physiotherapist

R. Hamilton called for additional nominations from the floor;

- H. Cavanagh, Physiotherapist, self-nominated and was added to the ballot.

**The following individuals were elected to the Executive Committee as members-at-large for the 2022-2023 year.**

- N. Madhvani, Public Member
- C. Baxter, Public Member
- H. Cavanagh, Physiotherapist

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

- T. Stevens (President)
- J. Clifford (Vice President)
- N. Madhvani, Public Member
- C. Baxter, Public Member
- H. Cavanagh, Physiotherapist



Day one of the Council meeting was adjourned at 2:33 p.m.

**9:00 am.**

**March 24, 2022**

**13.0 Committee Role Orientation**

The Committee Chairs presented a high-level overview of each of the College's Committees to assist Council members in their consideration of committee interests for the upcoming year.

R. Hamilton addressed Council's inquiry that committee meetings will be offered as a hybrid to provide flexibility for members participating virtually. As for members designated as Chairs, the College will continue to provide facilitation training resources to support members in the role.

**14.0 Development of an Alternative Exam: Ontario Clinical Exam**

J. Huang and consultant Leanne Worsfold presented an update on the work in progress required to develop an alternative Ontario Clinical exam. R. Hamilton noted that the exam development process will be contingent on external factors as the College is working with different vendors and what was presented was the best estimate of deliverable timelines.

**15.0 FY 2022 Q3 Financial Management Report**

Z. Robinson presented Council with the Q3 Financial Report for information.

The Q3 financial report was received by Council.

**16.0 Committee Slate Amendment  
Motion 16.0**

E. Persaud, Governance Analyst, provided Council with a proposed revised committee slate in response to the departure of public member M. MacLeod and the appointment of public member L. Smith.

It was moved by N. Madhvani and seconded by J. Clifford that:

Council approves the following proposed amendments to the committee slate:





- Appoint Laina Smith to the Discipline and Fitness to Practise Committees and Quality Assurance Committee;
- Appoint Anna Grunin to the Finance Committee; and
- Remove Richard O'Brien from the Inquiries, Complaints, and Reports Committee.

**CARRIED.**

**17.0 Members' Motion/s**  
None

It was moved by K. Schulz that the Council meeting be adjourned. The meeting was adjourned at 12:50 pm.

**CARRIED.**

**Adjournment**

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Theresa Stevens, President