



EXECUTIVE COMMITTEE MEETING MINUTES

November 22, 2022

Virtual via Zoom & College Boardroom

Present: Theresa Stevens, PT Chair (In-person)
Jennifer Clifford, PT (In-person)
Nitin Madhvani, Public (Virtual)
Carole Baxter (In-person)

Staff: Anita Ashton, Interim Registrar (In-person)
Zoe Robinson (In-person)
Joyce Huang (Virtual)
Evguenia Ermakova (Virtual)

Regrets: Herve Cavanagh, PT

Recorder: Elicia Persaud (Virtual)

Guest: Rebecca Durcan (virtual)

Welcome

Public Interest, Conflict of interest, and Confidentiality

T. Stevens, Chair, called the meeting to order at 9:03 a.m. Members were asked to declare any conflict of interest; none were declared.

1.0 Motion

Approval of the Agenda

1.0

It was moved by C. Baxter and seconded by J. Clifford that:

The agenda be accepted with the possibility of changes to the order of items to address time constraints.

CARRIED

2.0

Executive Committee Orientation

R. Durcan from Steinecke Maciura LeBlanc, provided an Executive Committee orientation which focused on:

- the historical role of the Executive Committee,
- the current role that the Executive Committee,
- how an Executive Committee member can perform effectively in their role, and
- environmental trends as it relates to the role of the Executive Committee.

Items for future consideration include ongoing review of the Committee's Terms of Reference at Council, specifying



Executive Committee's role in Council/Committee member conduct reviews, Governance and sharing environmental trends as it relates to Governance with Council.

3.0 Approval of Executive Minutes of September 1 and September 27, 2022

Motion 3.0

It was moved by J. Clifford and seconded by C. Baxter that:

The Executive Committee meeting minutes of September 1 and September 27, be approved.

CARRIED.

4.0 President's Report

T. Stevens, President provided an update on the status of the Registrar recruitment, meetings attended during the last quarter and feedback from the September Council meeting survey.

Executive noted that it would be helpful to have ongoing access to orientation materials and modules; this is being considered by staff and alternative methods are currently being developed to support this.

5.0 Interim Registrar's Report

A. Ashton, Interim Registrar provided an update on the following items:

- Organizational review / staffing update
- Dashboard
- Space planning lease options
- Insurance Coverage for Agents of the College
- CAPR Governance Review
- HPRO working group – Public Appointments
- CIHI – Data collection and reporting

An interim dashboard was presented. Feedback received included adding clarity to the metric for meetings in hours versus days for ICRC and defining Registrar Inquiries. There was also a suggestion to reintroduce a Human Resources metric for voluntary/involuntary leaves.



6.0 Celebration of Rod Hamilton

A. Ashton provide Executive with the outcome of her discussion with Paula (Rod's wife) which included donating to a fund that she will be setting up that supports bringing music education to young Ontarians who may not have access to arts education.

Executive was in support of this idea; A. Ashton will connect with Paula to determine next steps and an update will be provided to Council on how the College will support this initiative and will share with others in our community on how they can contribute if they wish.

7.0 Exam Fees By-law Consultation – Interim Summary

E. Ermakova, Policy Analyst, provided an update on the feedback received to date from the Exam Fees By-law consultation.

8.0 Strategic Projects: Prioritization for year 2 of the Strategic Plan

The Executive Committee reviewed the list of the proposed strategic projects for 2023-2024 and provided detailed feedback on the materials. Executive also provided feedback to support next steps for the Entry to Practice Working Group.

9.0 Appointment of the Auditor

The Executive Committee had no feedback on the materials being presented to Council.

10.0 Review of the College's Financial Policies, Structures and Resources

The Executive Committee was in support of pursuing an external third-party review of the College's financial operations, procedures and processes. It was suggested that



the materials include the intended outcomes of the review and the justification for the timeline of the work.

**11.0
Motion**

**Council and Non-Council Committee Education 2023-2024
11.0**

It was moved by C. Baxter and seconded by J. Clifford that:

in keeping with Executive Committees authority to administer the education plan for Council and its committees, the Executive Committee approves:

- EDI, the Board's role in Risk Management, and Governance Effectiveness be included as the general education sessions for 2023-2024.
- Inviting non-council committee members to Council education sessions where the learning goals are shared.
- Providing non-council Committee Chairs with the opportunity to attend conferences when available.

CARRIED.

Executive was asked to consider how many spots should be included in the draft budget for conferences; two were identified for CNAR and one was identified for CLEAR International.

12 Q2 Financial Report

The Q2 Financial report was received; committee members asked some questions for clarification about the materials which were addressed during the meeting.

13 Financial Support for the Canadian Alliance of Physiotherapy Regulators

The Executive Committee reviewed the briefing materials and provided feedback to support Council's discussion on the item.

Adjournment

C. Baxter motioned that the meeting be adjourned.

The meeting was adjourned at 3:26 p.m.



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de l'ONTARIO

Theresa Stevens

Theresa Stevens, Chair