MEETING OF THE BOARD OF THE COLLEGE OF PHYSIOTHERAPISTS OF ONTARIO

Board Meeting (Public)
Monday, August 10, 2026 | 4:00 – 5:00 p.m.

Commitment to the Public Interest

The public interest is the foundation of all decisions made by this Board. Acting in the public interest ensures that decisions consider: Accessibility, Accountability, Equality, Equity, Protection of the Public and Quality Care.

Conflict of Interest and Bias

Board Directors are required to declare a conflict of interest or remove themselves from any discussion where they or others may believe that they are unable to consider a matter in a fair, independent and unbiased manner. A declaration in this regard must be made at the start of any discussion item.

COLLEGE OF PHYSIOTHERAPISTS of ONTARIO

BOARD MEETING AGENDA

August 10, 2026
4:00 p.m. – 5:00 p.m.
Virtual Meeting

Item	Time	Topic	Page	Purpose
*	4:00 p.m.	**Welcome and Call to Order** *(G. Rehan)* • Roll Call • Territory Acknowledgement	N/A	N/A
1.	4:02 p.m.	**Review and Approval of the Agenda** *(G. Rehan)*	2-4	Decision
2.	4:05 p.m.	**Declaration of Conflicts of Interest** *(G. Rehan)* Following approval of the Agenda, Directors are being asked to declare any known conflicts of interest with the Agenda.	5	Discussion
3.	4:07 p.m.	**Vice-Chair Election** *(C. Roxborough)* The Board will conduct an election to fill the position of Vice-Chair.	6-14	Decision
4.	4:40 p.m.	**Committee Slate Amendment** *(C. Roxborough)* The Board will be asked to approve an amendment to the Committee Slate.	15-31	Decision
	5:00 p.m.	**Adjournment**		

Meeting Norms

- Use Zoom and keep your cameras on.
- Proactively declare and manage any conflicts of interest.
- Use the microphone or unmute yourself when speaking – otherwise stay muted.
- Be present during Board meetings and refrain from sidebar conversations.
- Ask questions by raising your (virtual) hand to be placed in the queue.
- Share the space by giving everyone the opportunity to be heard and actively listen to others.
- Focus on the What and the Why, rather than the How.
- Assume everyone has a positive intent.

COLLEGE OF PHYSIOTHERAPISTS of ONTARIO

Motion No.: 1.0

Board Meeting
August 10, 2026

Agenda #1.0: Review and Approval of the Agenda

It is moved by

____,

and seconded by

____,

that:

The August 10, 2026 agenda be accepted.

2.0 Declaration of Conflicts of Interest

Gary Rehan

COLLEGE OF **PHYSIOTHERAPISTS** *of* ONTARIO

BOARD BRIEFING NOTE

For Decision

Topic:	Vice-Chair Election
Public Interest Rationale:	Ensuring appropriate governance of the CPO through elections of the Executive Committee.
Strategic Alignment:	*Performance & Accountability:* Following established processes to fill positions on the Executive Committee.
Submitted By:	Craig Roxborough, Registrar & CEO
Attachments:	Appendix A: Candidate Statements Received Appendix B: College By-laws Part 6

Issue

- There is an opening for the position of Vice-Chair on the Executive Committee for the remainder of the 2026-2027 term. A vote will take place at the August 2026 Special Board meeting to fill this position.

Background

- The Executive Committee consists of the Chair, Vice-Chair, and three Members at Large. Section 7.1(1) (a) of the By-laws further establishes that the Committee must be composed of at least three Professional Directors and two Public Directors, unless only one Public Director stands for election, in which case one Public Director shall be sufficient:
    - *The Executive Committee shall be composed of five persons of whom: (i) at least three are Directors who are Registrants; and (ii) two are Public Directors, unless only one Public Director stands for election, in which case one Public Director shall be sufficient.*
- Additionally, section 7.1(1)(b) of the By-laws requires that the Chair and Vice-Chair be included in the membership of the Executive Committee in a manner that is consistent with the composition requirements:
    - *In a manner consistent with subsection (1) (a), the Chair and Vice-Chair of the College shall be included in the membership of the Executive Committee.*
- The term for Executive Committee members is one year.
- Following the March 2026 Executive Committee election and the subsequent June 2026 Executive Committee election to fill two vacancies for Professional Directors, the current Executive Committee consists of:
    - Gary Rehan, Chair
    - Carole Baxter, Member at Large

- Frank DePalma, Member at Large
- Mark Heller, Member at Large
- Dennis Ng, Member at Large

- Gary Rehan was originally elected as the Vice-Chair but assumed the Chair role when the position became vacant, resulting in a vacancy in the Vice-Chair role.
- The Vice-Chair role must be filled in accordance with the College By-laws Section 6.1(6):
  - *The Board shall fill any vacancy in the office of Vice-Chair at a special meeting that the Chair shall call for that purpose as soon as possible after the vacancy is declared.*
- To maintain the Executive Committee's prescribed composition requirements, the Vice-Chair vacancy must be filled from among the current duly elected Executive Committee members. Accordingly, only the Executive Committee members listed above are eligible to stand for the Vice-Chair election.

Current Status and Analysis

- A call for nominations went out on July 10, 2026. All four eligible Executive Committee members were nominated prior to the deadline of Wednesday, July 29, 2026.
  - Because only current Executive Committee members are eligible to run for the Vice-Chair position during this election, and all eligible Executive Committee members were nominated prior to the deadline, nominations from the floor will not be sought.
- The following Executive Committee members accepted the nomination and are standing for the Vice-Chair Election:
  - Carole Baxter
  - Mark Heller
- All nominees will be given the opportunity to address the Board prior to the election.
- The election will be administered by the Registrar.
- As there is more than one candidate for the vacant Vice-Chair position, an election will be held using an electronic voting software that facilitates secret ballot voting. All Board members must have access to their computer during the voting period to access the voting link.

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2026-2027 Executive Committee Candidate Statement

Carole Baxter
Public Member

Nominated for:
Vice-Chair

Appointed Board Terms:
May 13, 2021 - May 12, 2022
May 13, 2022 - May 12, 2025
May 29, 2025 – May 28, 2028

CPO Committees:

Inquiries, Complaints and Reports Committee	June 2021 – June 2027
Executive Committee	June 2022 – June 2025, June 2026 – June 2027
Discipline Tribunal and Fitness to Practice Committee	June 2021 - June 2027
Registration Committee	June 2022 – June 2023, June 2025 - June 2026
Screening Committee	June 2025 – June 2027

Candidate Statement:

I sought this public appointment to serve Ontarians and support self regulation in this province, a model that I believe benefits patients and the profession. Five years of service on this Board with extensive experience on the ICRC, Discipline, Registration, Screening and Executive Committees have only deepened my respect for and dedication to this College, and provided the knowledge and insight required of a Vice-Chair.

Through my service to the ICRC I have gained a deep understanding of safe and ethical practice, which is the work of the College most visible to the public and central to all governance decisions of this Board. I was a member of the Registration Committee when we were challenged with licensing qualified physiotherapists without access to a national exam, gaining a deep appreciation for the importance of responsive and responsible regulation. Maintaining the trust and confidence of patients, and that of the profession, is a critical and longstanding mission of our Board and for me personally.

I have been honoured to be elected to multiple terms on the Executive Committee where I contributed my pragmatic perspective during a transformational period. Working with a dedicated team of Directors and staff, we navigated a series of challenges and successfully

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completed major projects including the launch of the OCE and recruiting our current CEO and Registrar.

Transparency, integrity and respect are core values that underpin all of my work, on this Board and in my governance role in the public education sector. Our continued success depends on tapping into the diverse experience, wisdom and passion of each member of the Board. In addition to fulfilling the practical duties in our By-Law, I bring to the role of Vice-Chair a supportive and facilitative leadership style that are an asset as our regulatory environment continues to evolve.

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2026-2027 Executive Committee Candidate Statement

Mark Heller
Public Director

Nominated for:
Vice-Chair

Appointed Board Terms:
September 7, 2023 – September 6, 2024
September 7, 2024 – September 6, 2025
September 7, 2025 – September 6, 2028

CPO Committees:

Discipline Tribunal and Fitness to Practice Committees	September 2023 – June 2027
Quality Assurance Committee	December 2024 – June 2027
Inquiries, Complaints and Reports Committee	September 2023 – June 2024, June 2025 – June 2026
Executive Committee	January 2025 – June 2027

Candidate Statement:

I am seeking the Board's support to serve as Vice-Chair because the Board is strongest when its leadership reflects both professional expertise and the public interest. A public member in this role would complement the Chair and professional members, broaden the Executive Committee's perspective, and reinforce confidence that Board decisions are fair, balanced, and centred on public protection.

For Board members, this leadership model offers practical value. A public Vice-Chair can bring an independent lens to complex regulatory issues, ask questions from the perspective of patients and the public, and help ensure that differing viewpoints are heard. The Vice-Chair should serve the Board as a whole—not one constituency. I would foster respectful debate, disciplined decision-making, and a culture in which professional and public members are equally valued.

I bring more than two and a half years of CPO Board experience, including service on the Discipline, Fitness to Practise, Quality Assurance, Inquiries, Complaints and Reports, and Executive Committees. I previously served as President of the College of Homeopaths of Ontario and bring extensive healthcare leadership, governance, risk oversight, and patient-safety experience. This equips me to support the Chair, provide continuity when required, and help translate strategy into accountable action.

My commitment is to listen carefully, prepare thoroughly, facilitate constructive dialogue, and build consensus without avoiding necessary challenge. Electing a public member as Vice-Chair would demonstrate balanced leadership and strengthen the Board's collective capacity to govern in the public interest. I respectfully ask for your support.

Thank You

Part 6 — Election of Executive Committee

Election of Chair and Vice-Chair

6.1. (1) The Board shall annually elect a Chair, a Vice-Chair and the three remaining members of the Executive Committee, who shall take office at the first regular Board meeting in the Fiscal Year and hold office until their successors take office.

(2) Only Directors are eligible to be elected to the Executive Committee.

(3) The Registrar shall preside over the elections to the Executive Committee.

(4) The election of the Chair and Vice-Chair shall be conducted in the following manner:

(a) The Registrar shall call for nominations for the position of Chair.

(b) If only one candidate is nominated for the position of Chair, the Registrar shall declare that candidate elected by acclamation.

(c) If more than one candidate is nominated for the position of Chair, the Registrar shall conduct an election by secret ballot, which may be done electronically, as follows:

(i) Directors will vote by ranking the candidates in order of preference, i.e., by marking a 1 for their first choice, a 2 for their second choice, and progressively higher numbers for each of their subsequent choices.

(ii) The Registrar will ensure that the scores given to each of the candidates are tabulated.

(iii) The Registrar will declare the candidate with the lowest total score (i.e., the highest level of support) to be elected.

(iv) In the event of a tie for the lowest total score, a second vote will be conducted. The second vote shall only include the names of the candidates who tied for lowest total score. In the event of a tie following a second vote, the Registrar shall determine the election by a random draw from the names of the candidates who tied for lowest total score.

(d) Once the Chair has been elected, the process set out in paragraphs (a), (b), and (c) shall be followed for the election of the Vice-Chair.

(5) If the office of the Chair becomes vacant, the Vice-Chair shall become the Chair for the remainder of the term of the office and the office of the Vice-Chair becomes vacant.

(6) The Board shall fill any vacancy in the office of Vice-Chair at a special meeting that the Chair shall call for that purpose as soon as possible after the vacancy is declared.

(7) The office of Chair or Vice-Chair becomes vacant if the holder of the office dies, resigns, ceases to be a Director, or is removed from office.

(8) If the Chair or Vice-Chair who is elected fails to be re-elected or appointed to the Board and is therefore unable to serve as Chair or Vice-Chair, their position will be declared vacant and be filled at the first successive meeting of the Board in a manner consistent with the College By-laws.

Election of Remaining Executive Committee Members

6.2. (1) Upon completing the election of the Chair and Vice-Chair, the Registrar will call for nominations for the remaining members of the Executive Committee. The election of the members of the Executive Committee shall be conducted in the following manner:

(a) If only three candidates are nominated for the remaining positions of the Executive Committee and the candidates meet the composition requirements set out in these By-laws, the Registrar shall declare those candidates elected by acclamation.

(b) If the candidates do not meet the composition requirements, the Registrar shall call for additional nominations.

(c) If more than three candidates are nominated for the remaining positions of the Executive Committee, then the Registrar shall conduct an election by secret ballot, which may be done electronically, as follows:

(i) Directors will vote by ranking the candidates in order of preference, i.e., by marking a 1 for their first choice, a 2 for their second choice, a 3 for their third choice, and progressively higher numbers for each of their subsequent choices.

(ii) The Registrar will ensure that the scores given to each of the candidates are tabulated.

(iii) The Registrar will declare the three candidates with the lowest total scores (i.e., the highest levels of support) to be elected to the remaining positions of the Executive Committee, unless the composition requirements set out in these By-laws are not met in which case the Registrar shall declare the candidate with the next lowest score who meets the composition requirements to be elected.

(iv) Subject to the composition requirements set out in these By-laws, in the event of a tie for one of the three lowest scores, a second vote will be conducted but the second vote will only include the names of the candidates who tied. In the event of a tie following a second vote, the Registrar shall determine the election by a random draw from the names of the candidates who tied for lowest total score.

(2) If a member of the Executive Committee who is elected fails to be re-elected or appointed to the Board and is therefore unable to serve as a member of the Executive Committee, their position will be declared vacant and be filled at the first successive meeting of the Board in a manner consistent with the College By-laws.

Duties and Powers of Chair and Vice-Chair

6.3. (1) The duties of the Chair are to:

(a) be cognisant of the affairs of the College;

(b) give or cause to be given notice of all meetings of the Board and the Executive Committee;

(c) preside or ensure that a designate presides at all meetings of the Board and meetings of the Executive Committee;

(d) ensure that the College is represented at all relevant meetings;

(e) oversee the implementation of all orders and resolutions of the Executive Committee and the Board;

(f) act as a liaison between the College and other professional organizations as appropriate; and

(g) perform other duties as outlined in the College's governance policies as approved by the Board.

(2) The duties of the Vice-Chair are to,

(a) act on behalf of the Chair in the Chair's absence; and

(b) perform other duties as outlined in the College's governance policies as approved by the Board.

(3) The Chair is the most senior official and representative of the College and the Vice-Chair shall assist the Chair in the discharge of the Chair's duties.

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Motion No.: 4.0

Board Meeting
August 10, 2026

Agenda #4.0: Committee Slate Amendment

It is moved by

____,

and seconded by

____,

that:

The Board approves an amendment to the 2026-2027 Committee Slate to appoint Luisa Ritacca and Andrea Gonsalves to the Fitness to Practise Committee.

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August 2026
Agenda Item: 4.0

BOARD BRIEFING NOTE
For Decision

Topic:	Committee Slate Amendment
Public Interest Rationale:	Committees need to be properly constituted in order to effectively engage in the work of the College and make decisions in the public interest.
Strategic Alignment:	*People & Culture:* Ensure committees are representative of the profession and are composed with members that have the required skills and experience.
Submitted By:	Craig Roxborough, Registrar & CEO
Attachments:	Appendix A: Amended 2026-2027 Committee Slate Appendix B: College By-laws Part 7

Issue

- Amendments to the 2026-2027 Committee Slate (Appendix A) are being brought forward to appoint two Public Non-Board Committee members to the Fitness to Practise Committee.

Decision Sought

- The Board is being asked whether it approves amendments to the 2026-2027 Committee Slate to appoint two Public Non-Board Committee members to the Fitness to Practise Committee.

Background

- The Fitness to Practise Committee is a statutory committee established under the *Regulated Health Professions Act, 1991* (*RHPA*).
  - Under the *RHPA*, a Fitness to Practise hearing panel must be composed of at least three committee members, including at least one Public Director.
- The College By-laws (Appendix B) require the Committee to be composed of at least ten persons, including at least two Directors who are Registrants, at least three Public Directors and at least one Non-Board Committee Member.
  - A "Non-Board Committee Member" may be either a Registrant who is not a Director; or a member of the public who is not a Director.
- The Fitness to Practise Committee has not conducted a hearing in more than a decade.

Current Status and Analysis

- The College is currently piloting a partnership with the Health Professions Discipline Tribunal (HPDT) to administer the College's discipline processes and to appoint experienced adjudicators to discipline panels. This approach embeds adjudicative expertise directly into each hearing panel to provide seamless hearing management, to support deliberations, and to streamline decision-writing processes while maintaining sufficient representation from Registrant Committee Members and Public Directors within each panel.

- When the HPDT pilot was initiated, it was decided that the Fitness to Practise Committee would be excluded because there has been no Fitness to Practise hearing in over a decade. As such, at the time there was no anticipated operational need to restructure all elements of the College within the HPDT until a final decision on whether to remain with the HPDT following the pilot has been made.
  - If the Board decides that the College should remain with the HPDT following the completion of the pilot, the College would start the process to also transition the Fitness to Practise Committee to the tribunal, including drafting the necessary By-law updates for consideration by the Board.

- While the Fitness to Practise Committee has not managed a hearing in a long time, an interim opportunity has been identified in response to an operational need to ensure the Committee is best supported to discharge their responsibilities while decisions regarding the HPDT are pending.

- More specifically, there is an opportunity to strengthen the College's ability to establish a hearing panel and provide specialized training and preparation by appointing two Public Non-Board Committee Members with Fitness to Practise experience to the committee, who could provide similar expertise to the Fitness to Practise Committee as the experienced adjudicators do for discipline proceedings at the tribunal.
  - Luisa Ritacca and Andrea Gonsalves are experienced administrative law lawyers with significant expertise in professional regulation, adjudicative proceedings and Fitness to Practise matters.
  - Both currently support the Discipline and Fitness to Practise Committee at another Ontario health regulatory College and would bring subject matter expertise to the College.
  - It is anticipated that these individuals could serve as Chair of any panel convened in a manner similar to the experienced adjudicators within the HPDT, embedding adjudicative expertise in managing health inquiries directly into the panel.
  - It is anticipated that they will be remunerated at their standard rate as they would be providing specialized support that is distinct from committee members, similar to the experienced adjudicators at the HPDT who receive a negotiated rate due to their role and expertise.

- The proposal to appoint these two individuals to the College's Fitness to Practise Committee was done in consultation with Nicole Graham, the Chair of the Fitness to Practise Committee. The Chair supports the appointment in general and the specific appointment of these two individuals.

- The proposed appointment of these individuals is not strictly speaking required for the successful functioning of the College's Fitness to Practise Committee. However, given the passage of time since a hearing has been held and the relative newness of many members of the Committee, the proposal does significantly bolster the College's capacity within this context, by ensuring the Committee has the resources needed to best do their work.

- Hearing panels would be drawn from the membership of the Fitness to Practise Committee and either of the proposed appointees could act as Chair of a panel, similar to the role of the Experienced Adjudicators within the HPDT, embedding adjudicative expertise in managing health inquiries directly into any panel. The panel would then also include: two Registrant members, including one Registrant Director and two Public Directors.

- These appointments are intended to address an identified operational opportunity while further decision-making is pending regarding the future of the College's participation in the HPDT.

- The Executive Committee considered the appointment of the two Public Non-Board Committee members at a recent meeting and passed a motion recommending that the Board make the necessary amendments to the Committee Slate to appoint them to the Fitness to Practise Committee.

Next Steps

- Should the Board approve the amendments, the two proposed Public Non-Board Committee Members will be appointed and operational readiness will be enhanced.

Questions for the Board

- Are there any questions about the proposed amendments to the committee slate?

- Does the Board approve the amendments to the committee slate?

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2026-2027 Committee Slate
Date Approved: June 19, 2026
Date Revised: N/A

Committee	2026-2027 Slate
Executive Committee (Maximum 5 people, must include Board Chair and Board Vice-Chair)	<u>Public Directors (at least 2, unless only 1 stands for election):</u> 1. Carole Baxter (Public Director of the Board) 2. Mark Heller (Public Director of the Board) <u>Professional Directors (at least 3):</u> 3. Gary Rehan, Chair (Elected Director of the Board) 4. Frank DePalma (Elected Director of the Board) 5. Dennis Ng (Elected Director of the Board)
Registration Committee (Minimum 5 people)	<u>Registrants (at least 2):</u> 1. Sinéad Dufour, Chair (Professional Non-Board Committee Member) 2. Juliana De Castro, Vice-Chair (Professional Non-Board Committee Member) 3. Einat Mei-Dan (Professional Non-Board Committee Member) 4. Yee Mei Mavis Fung (Professional Non-Board Committee Member) <u>Public Directors (at least 2):</u> 1. Jesse Finn (Public Director of the Board) 2. Christopher Warren (Public Director of the Board)
Inquiries, Complaints and Reports Committee (Minimum 5 people)	<u>Registrants (at least 2):</u> 1. Greg Heikoop, Chair (Professional Non-Board Committee Member) 2. Tammy Morrisey, Vice-Chair (Professional Non-Board Committee Member) 3. Diana Hatzoglou (Professional Non-Board Committee Member) 4. Frank DePalma (Elected Director of the Board) 5. Amanda Pereira (Professional Non-Board Committee Member) 6. Anuradha Dhar (Professional Non-Board Committee Member)

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	7. Heather Weber (Elected Director of the Board) <u>Public Directors (at least 2):</u> 1. Carole Baxter (Public Director of the Board) 2. Christopher Warren (Public Director of the Board) 3. John Belyea (Public Director of the Board)
Ontario Physiotherapists Discipline Tribunal (Minimum 10 people)	<u>Professional Directors (at least 2):</u> 1. Nicole Graham, Vice-Chair (Elected Director of the Board) 2. Dennis Ng (Elected Director of the Board) 3. Frank DePalma (Elected Director of the Board) 4. Kate Moffett (Elected Director of the Board) 5. Heather Weber (Elected Director of the Board) 6. Sarah Hazlewood (Academic Director of the Board) 7. Susie Renaud (Academic Director of the Board) 8. Hari Gopalakrishnan Nair (Elected Director of the Board) <u>Public Directors (at least 3):</u> 1. Jesse Finn (Public Director of the Board) 2. Carole Baxter (Public Director of the Board) 3. Richard O’Brien (Public Director of the Board) 4. Frank Massey (Public Director of the Board) 5. Mark Heller (Public Director of the Board) 6. Christopher Warren (Public Director of the Board) 7. John Belyea (Public Director of the Board) <u>Non-Board Committee Member (at least 1):</u> 1. Sue Grebe (Professional Non-Board Committee Member) 2. Richa Rehan (Professional Non-Board Committee Member) 3. Anna Grunin (Professional Non-Board Committee Member) 4. Daniel Negro (Professional Non-Board Committee Member)

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	5. Giacomo Silvestri (Professional Non-Board Committee Member) Health Professions Discipline Tribunals Chair 1. David Wright, Chair Experienced Adjudicators 1. Raj Anand 2. Sherry Liang 3. Sophie Martel 4. Jennifer Scott 5. Jay Sengupta
Fitness to Practise Committee (Minimum 10 people)	Professional Directors (at least 2): 1. Nicole Graham, Chair (Elected Director of the Board) 2. Dennis Ng (Elected Director of the Board) 3. Frank DePalma (Elected Director of the Board) 4. Kate Moffett (Elected Director of the Board) 5. Heather Weber (Elected Director of the Board) 6. Sarah Hazlewood (Academic Director of the Board) 7. Susie Renaud (Academic Director of the Board) 8. Hari Gopalakrishnan Nair (Elected Director of the Board) Public Directors (at least 3): 1. Jesse Finn (Public Director of the Board) 2. Carole Baxter (Public Director of the Board) 3. Richard O'Brien (Public Director of the Board) 4. Frank Massey (Public Director of the Board) 5. Mark Heller (Public Director of the Board) 6. Christopher Warren (Public Director of the Board) 7. John Belyea (Public Director of the Board)

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	Non-Board Committee Member (at least 1): 1. Daniel Negro, Vice-Chair (Professional Non-Board Committee Member) 2. Sue Grebe (Professional Non-Board Committee Member) 3. Richa Rehan (Professional Non-Board Committee Member) 4. Anna Grunin (Professional Non-Board Committee Member) 5. Giacomo Silvestri (Professional Non-Board Committee Member) 6. Luisa Ritacca (Public Non-Board Committee Member) 7. Andrea Gonsalves (Public Non-Board Committee Member)
Quality Assurance Committee (Minimum 5 people)	Registrants (at least 2): 1. Antoinette Megens, Chair (Professional Non-Board Committee Member) 2. Dennis Ng (Elected Director of the Board) 3. Halak Patel (Professional Non-Board Committee Member) 4. Carrie Bronson (Professional Non-Board Committee Member) 5. Maureen Vanwart (Professional Non-Board Committee Member) Public Director or Public Non-Board Committee Member (at least 1): 1. Richard O'Brien, Vice-Chair (Public Director of the Board) 2. Mark Heller (Public Director of the Board)
Patient Relations Committee (Minimum 3 people)	Registrants (at least 1): 1. Einat Mei-Dan (Professional Non-Board Committee Member) 2. Shelley MacRae, Vice-Chair (Professional Non-Board Committee Member) Public Director or Public Non-Board Committee Member (at least 1): 1. Kim Westfall-Conner, Chair (Public Non-Board Committee Member) 2. Jesse Finn (Public Director of the Board)
Risk, Audit, and Finance Committee (Minimum 5 people, non-statutory)	Board Chair: Gary Rehan, Vice-Chair (Elected Director of the Board)

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	<u>Board Vice Chair:</u> TBD <u>Directors including at least 1 Public Director (at least 3):</u> 1. Frank Massey, Chair (Public Director of the Board) 2. Kate Moffett (Elected Director of the Board) 3. Jesse Finn (Public Director of the Board)
Examinations Committee (Minimum of 5 people, non-statutory)	<u>Canadian-Educated Recent Registrant (at least 1):</u> 1. Alireza Mazaheri, Vice Chair (Professional Non-Board Committee Member) <u>Internationally Educated Recent Registrant (at least 1):</u> 1. Hari Gopalakrishnan Nair, Chair (Professional Non-Board Committee Member) 2. Marcos Rodrigues (Professional Non-Board Committee Member) <u>Physiotherapy Supervisors (at least 2):</u> 1. Enoch Ho (Professional Non-Board Committee Member) 2. Mira Toth (Professional Non-Board Committee Member) <u>Member of the public (Testing/assessment) (at least 1):</u> 1. Greg Pope (Public Non-Board Committee Member)
Screening Committee (Minimum of 5 people, non-statutory)	<u>Board Directors (at least 2):</u> 1. Carole Baxter, Vice-Chair 2. Nicole Graham <u>Non-Board Committee Member (at least 2):</u> 1. Theresa Stevens, Chair 2. Shabdit Shah 3. Danielle Elvkis

Part 7—Statutory and Non-statutory Committees

Statutory Committees

The Executive Committee

7.1. (1) (a) The Executive Committee shall be composed of five persons of whom:

(i) at least three are Directors who are Registrants; and

(ii) two are Public Directors, unless only one Public Director stands for election, in which case one Public Director shall be sufficient.

(b) In a manner consistent with subsection (1) (a), the Chair and Vice-Chair of the College shall be included in the membership of the Executive Committee.

(c) The Chair of the Board shall be the Chair of the Executive Committee.

The Registration Committee

(2) The Registration Committee shall be composed of at least five persons of whom:

(a) at least two are Registrants; and

(b) at least two are Public Directors.

The Inquiries, Complaints and Reports Committee

(3) The Inquiries, Complaints and Reports Committee shall be composed of at least five persons of whom:

(a) at least two are Registrants; and

(b) at least two are Public Directors.

The Discipline Committee

(4) The Discipline Committee shall be known as the Ontario Physiotherapists Discipline Tribunal in English and Tribunal disciplinaire des physiothérapeutes de l'Ontario in French, and each reference to the Ontario Physiotherapists Discipline Tribunal or Tribunal disciplinaire des physiothérapeutes de l'Ontario, whether orally or in writing, shall be deemed to be a reference to the Discipline Committee of the College as specified in the Code and the *Physiotherapy Act* and any other legislation or policy where the context requires.

(5) The Discipline Committee shall be composed of at least ten persons including:

(a) at least two Directors who are Registrants;

(b) at least three Public Directors;

(c) at least one non-Board Committee Member;

(d) any Experienced Adjudicators appointed to the Committee; and

(e) the Health Professions Discipline Tribunals Chair, who shall be the Chair of the Committee.

The Fitness to Practise Committee

(6) The Fitness to Practise Committee shall be composed of at least ten persons of whom:

(a) at least two are Directors who are Registrants;

(b) at least three are Public Directors; and

(c) at least one is a Non-Board Committee Member.

The Quality Assurance Committee

(7) The Quality Assurance Committee shall be composed of at least five persons of whom:

(a) at least two are Registrants; and

(b) at least one is a Public Director or a Public Non-Board Committee member.

The Patient Relations Committee

(8) The Patient Relations Committee shall be composed of at least three persons of whom:

(a) at least one is a Registrant; and

(b) at least one is a Public Director or a Public Non-Board Committee member.

Executive Delegation

7.2. (1) The College shall post the following information on its website regarding meetings of the Executive Committee:

(a) the date of the meeting;

(b) the rationale for the meeting;

(c) where the Executive Committee acts as the Board or discusses issues that will be brought forward to or affect the Board, a report of the discussion or decisions made; and

(d) a statement as to whether its decision or decisions will be ratified by the Board.

Non-Statutory Committees

The Risk, Audit, and Finance Committee

7.3. The Board may, by resolution, establish non-statutory committees, task forces and advisory groups. For each non-statutory committee, task force or advisory group, the Board shall specify in the resolution the duties and responsibilities of the committee, its composition and its termination date or event.

7.4. (1) The Risk, Audit, and Finance Committee shall be composed of at least five Directors, being:

(a) the Chair and Vice-Chair; and

(b) at least three other Directors, at least one whom shall be a Public Director.

(2) The Risk, Audit, and Finance Committee shall have the duties set out in the College's governance policies as approved by the Board.

The Examinations Committee

7.5. The Examinations Committee shall be composed in accordance with the requirements set out in the Examinations Committee's Terms of Reference as approved by the Board of Directors.

The Screening Committee

7.6. The Screening Committee shall be composed in accordance with the requirements set out in the Screening Committee's Terms of Reference as approved by the Board of Directors.

Appointment of Non-Board Committee Members

7.7. (1) A Registrant is eligible for appointment to a committee under this section if, on the date of the appointment:

(a) the Registrant is registered with the College;

(b) the Registrant practises or resides in Ontario;

(c) the Registrant is not in default of any obligation to the College under the Regulations or the By-laws;

(d) the Registrant has not been found guilty of professional misconduct, to be incompetent, or to be incapacitated, inside or outside of Ontario, in the six years before the appointment;

(e) the Registrant has not been found to be mentally incompetent under the *Substitute Decisions Act, 1992*, or the *Mental Health Act* and is not a person who has been declared incapable by any court in Canada or elsewhere;

(f) the Registrant's certificate of registration has not been subject to a term, condition or limitation other than a term, condition or limitation prescribed by the regulations in the six years before the appointment;

(g) the Registrant has not been found guilty of or charged with an offence under the *Criminal Code*, the *Health Insurance Act*, the *Controlled Drugs and Substances Act* or under any comparable legislation or criminal laws of another jurisdiction that is relevant to the Registrant's suitability to serve as a non-Board Committee member, unless, in respect of a finding, a pardon or record suspension has been granted;

(h) the Registrant has not been disqualified or removed from the Board or a committee in the three years before the appointment;

(i) the Registrant is not and has not been in the twelve months before the appointment, a director, officer, Committee member, employee or holder of any position of decision-making influence of any organization of physiotherapists that has as its primary mandate the promotion of the physiotherapy profession;

(j) the Registrant does not hold and has not held in the twelve months before the appointment, an employment position or any position of responsibility with any organization whose mandate conflicts with the mandate of the College;

(k) the Registrant is not a current participant (other than on behalf of the College) in a legal action, application or other legal matter adverse in interest against the College, the Board, or a committee of the College;

(l) the Registrant does not have a current notation on the register of an interim order, caution, undertaking or specified continuing education or remediation program directed by the Inquiries, Complaints and Reports Committee;

(m) the Registrant is not and has not been in the twelve months before the appointment an employee of the College;

(n) the Registrant discloses all potential conflicts of interest in writing to the Registrar within five business days of being appointed and either does not have a conflict of interest to serve as a non-Board Committee member or has agreed to remove any such conflict of interest before taking office;

(o) the Registrant has completed an orientation about the College's mandate, and their role and responsibilities prior to attending their first committee meeting; and

(p) the Registrant meets the competency requirements as set out in the applicable College policy approved by the Board.

(2) A person who is not a Registrant is eligible for appointment to a committee as a non-Board Committee member under this section if, on the date of the appointment:

(a) the person resides in Ontario;

(b) the person is not the subject of a discipline or fitness to practise proceeding before any regulator;

(c) the person has not been found guilty of professional misconduct, to be incompetent or to be incapacitated by any regulator in the preceding six years;

(d) the person has not been found to be mentally incompetent under the *Substitute Decisions Act, 1992*, or the *Mental Health Act* and is not a person who has been declared incapable by any court in Canada or elsewhere;

(e) the person has not been found guilty of or charged with an offence under the *Criminal Code*, *Health Insurance Act*, the *Controlled Drugs and Substances Act* or under any comparable legislation or criminal laws of another jurisdiction that is relevant to the person's suitability to serve as a non-Board Committee member, unless, in respect of a finding, a pardon or record suspension has been granted;

(f) the person has not been disqualified or removed from the Board or a committee of the College in the preceding three years;

(g) the person is not and has not been in the twelve months before the appointment, a director, officer, Committee member, employee or holder of any position of decision-making influence of any organization of physiotherapists that has as its primary mandate the promotion of the physiotherapy profession;

(h) the person does not hold and has not held in the twelve months before the appointment an employment position or any position of responsibility with any organization whose mandate conflicts with the mandate of the College;

(i) the person is not and has not been in the twelve months prior to the appointment an employee of the College;

(j) the person is not a current participant (other than on behalf of the College) in a legal action, application or other legal matter adverse in interest against the College, the Board or a committee of the College;

(k) the person meets any other criteria set out in the governance policies as approved by the Board;

(l) the person has completed an orientation about the College's mandate, and their role and responsibilities prior to attending their first committee meeting; and

(m) the person meets the competency requirements as set out in the applicable College policy approved by the Board.

(3) A Non-Board Committee Member who is a Registrant is disqualified from serving on a committee based on the grounds for disqualification as set out in subsection 3.1 (26).

(4) A Non-Board Committee Member who is not a Registrant is disqualified from serving on a committee if the person:

(a) ceases to meet the requirements in paragraphs(3) (c), (d), (e), (g), (h), or (j), above, which shall result in automatic disqualification,

(b) ceases to meet the requirements in paragraphs (3) (a), (i), or (k) above, which shall result in a vote by the Board regarding disqualification of the Non-Board Committee Member;

(c) fails to attend two consecutive meetings of the Committee without good reason in the opinion of the Board; or

(d) fails, in the opinion of the Board, to discharge properly or honestly any office to which they have been appointed.

(5) If a Non-Board Committee Member who is not a Registrant becomes the subject of a discipline or fitness to practise proceeding before any regulator, they shall be suspended from serving on a committee until the matter is resolved.

(6) The determination of the Board as to whether a person is eligible for appointment or becomes disqualified under this section is final and without appeal.

(7) A Committee Member shall not serve more than nine consecutive years on one or more committees of the College. And, following the completion of nine consecutive years of service on one or more committees, they shall not be appointed again to a committee until they have completed a one-year waiting period.

(8) In exceptional circumstances, the Board may exempt a person from compliance with the requirements set out in subsection (7), above.

Selection of Statutory and Non-Statutory Committees, Committee Chairs and Committee Vice-Chairs

7.8. (1) As soon as possible after the annual election of the Chair, the Vice-Chair and the Executive Committee, the Board shall appoint the Committee Chair, Committee Vice-Chair and members of each committee, including the Experienced Adjudicators and the Health Professions Discipline Tribunals Chair, in accordance with the College’s governance policies as approved by the Board.

(2) If any vacancies occur in the Committee Chair, Committee Vice-Chair or membership of any committee, the Board may appoint a replacement Committee Chair, Committee Vice-Chair or Committee member, including a replacement Experienced Adjudicator or a new Health Professions Discipline Tribunals Chair, in accordance with the College's governance policies as approved by the Board.

(3) With the exception of the Health Professions Discipline Tribunals Chair, where the Chair of a committee is unable to act for a matter or a period of time, the Committee Vice-Chair shall act on their behalf, unless the Committee Vice-Chair role is vacant, in which case the Committee Chair shall appoint from the Committee a person to act on their behalf. Where the Chair of a committee is unable to act for more than two consecutive meetings and the Committee does not currently have a Committee Vice-Chair, the Board shall appoint a new Chair.

Statutory and Non-Statutory Committee Procedures

7.9. (1) Each committee shall meet from time to time at the direction of the Board or at the call of the Committee Chair at a place in Ontario and at a date and time set by the Committee Chair.

(2) Subject to subsection (3), unless otherwise provided in the RHPA, the Act or the Regulations, a majority of members of a committee, or of a panel of a committee, constitutes a quorum.

(3) Where permitted by the RHPA, the Act, or the Regulations, the Chair of a Committee, along with the Committee members present, may in exceptional circumstances determine that a committee meeting can proceed without at least one Public Director or Public Non-Board Committee Member depending on panel composition requirements established by the RHPA, the Act or the Regulations. Exceptional circumstances include situations where a Public Director or Public Non-Board Committee Member cannot attend due to unforeseen reasons, and the benefit of proceeding with the meeting outweighs the need for their presence.

(4) The Committee Chair, Committee Vice-Chair or a designate shall preside over meetings of the Committee.

(5) Every question which comes before the Committee may be decided by a majority of the votes cast at the meeting (including the Committee Chair's) and, if there is an equality of votes on a question, the question shall be deemed to have been decided in the negative.

(6) Where one or more vacancies occur in the membership of a committee, the Committee members remaining in office constitute the Committee as long as any composition or quorum requirements in the RHPA, the Act or the Regulations are satisfied.

(7) In addition to other provisions in these By-laws that permit the removal of a Committee member in specific circumstances, any Committee member with the exception of Experienced Adjudicators and the Health Professions Discipline Tribunals Chair may be removed from the Committee, with or without cause, by a two-thirds majority vote of the Directors present at a Board meeting duly called for that purpose.