

The College of Psychologists of Ontario

COUNCIL MEETING

2013.05

December 13, 2013

PRESENT:

Robert Gauthier, M.Sc., M. Ed., C.Psych.Assoc., President
Lise Mercier, Ph.D., C.Psych. Vice-President
Ruth Berman, Ph.D., C.Psych.
Peter Farvolden, Ph.D., C.Psych.
Abby Goldstein, Ph.D., C.Psych
Matias Mariani, Ph.D., C.Psych.
Patricia Minnes, Ph.D., C.Psych
Walter Mittelstaedt, Ph.D., C.Psych.,
Glenn Webster, M.Ed., C.Psych. Assoc.
Judy Cohen, Public Member
Jaffar Mohammad Hayat, Public Member
Vincent Lacroix, Public Member
Ivan McFarlane, Public Member
Peter McKegney, Public Member
Ethel Teitelbaum, Public Member

Regrets:

Lynette Eulette, Ph.D., C.Psych.
Kirstin Bisbee, Public Member

Staff:

Catherine Yarrow, MBA, Ph.D., C.Psych.,
Registrar & Executive Director
Barry Gang, MBA, Dip.C.S., C.Psych. Assoc.,
Director: Investigations & Hearings
Lesia Mackanyn, Director: Registration
Stephanie Morton, Manager: Administration
Prema Shankaran, Assistant to the Registrar, Recorder

Regrets:

Rick Morris, Ph.D., C.Psych.,
Deputy Registrar & Director: Professional Affairs

2013.05.00

Call to Order

The President called the meeting to Order at 9:02AM.

2013.05.01

Approval of the agenda

**It was MOVED Lacroix
That the agenda be approved as presented.**

CARRIED

.01b Minutes:

(1) Minutes of Open meeting of Council 2013.04 on October 4, 2013

**It was MOVED Mercier
That the minutes of the Open meeting of Council 2013.04 on
October 4, 2013 be approved with the following changes:**

**Line 150: Add “Office of the Privacy Commissioner (OFC)”
Lines 153-155: Delete**

CARRIED

(2) Minutes of the **IN CAMERA** meeting at the Council Meeting
2013.04 on October 4, 2013

**It was MOVED Mariani
That the minutes from the IN CAMERA meeting at the Council
meeting 2013.04 on October 4, 2013 be approved as
presented.**

CARRIED

2013.05.02

Consent Agenda items

**It was MOVED Mittelstaedt
That the Consent agenda items be approved.**

CARRIED

2013.05.03

Strategic Issues

.03a Strategic Direction: Implementation Update

The Registrar provided to the Council a copy of the Strategic Direction Implementation update in which the Vision and Mission Statement are shown along with a list of current or recent examples of the activities of the College and examples of tasks which are proposed or are in development with respect to each of the Mission statements. The Council reviewed the list and suggested adding the submission from the College in response to the stakeholder consultation regarding the Psychotherapy Act under the “Activities of the College – Supporting and Assisting Members to meet Standards”.

The Council agreed that members would need clarification regarding the Controlled Act of Psychotherapy and whether or not the College would allow delegation of the Controlled Act. The Client Relations Committee will discuss the pros and cons of delegation of the Controlled Act of Psychotherapy and bring recommendations to Council. They may also review the update from the Interprofessional Working Group on Psychotherapy as part of their discussion.

The date for proclamation of the new College of Registered Psychotherapists is likely to be in the Spring of 2014.

2013.05.04 Policy issues

.04a Regulations Submissions Update

The Registrar provided an oral report on the status of the Registration and Quality Assurance Regulation amendments

Registration Regulation Amendments

After the Council meeting on October 4, 2013, the College provided to the Ministry of Health and Long-Term Care (MOHLTC) and Office of the Fairness Commissioner (OFC) the criteria for evaluating whether a doctoral program not accredited by CPA was similar or substantially equivalent to a CPA accredited program and whether a master's program was similar or substantially equivalent to the program described in the College's Registration regulation.

The OFC wanted an explanation of the College's supervised experience and the College has provided the information to the OFC. The OFC has suggested that the College consider revising the rating scheme used by supervisors.

The policy analysts at the MOHLTC have provided the Registration and Quality Assurance Regulation amendments to their legal Counsel for review. The finalized version of the amendments will be sealed and provided to the President and the Registrar for signature in the New Year. The Ministry Staff will then place the regulations on the agenda of an upcoming meeting of the Standing Committee on Legislation and Regulation. The Registrar commented that both regulation amendments will be processed together.

**It was MOVED McKegney
That the Oral Report on the status of the Registration
Regulation Amendments be received.**

CARRIED

**It was MOVED Minnes
That the Oral Report on the status of the Quality Assurance
Regulation Amendments be received.**

CARRIED

- .04b e-Health Ontario Provider Registry: Status Update
The Registrar reported that all the technical matters with respect to the Data Sharing Agreement with e-Health Ontario have been completed and the College hopes to sign the agreement by the end of the year.

The Council directed that the Registrar ask for a clarification from e-Health Ontario regarding protection of “locked box” information of patients and whether individuals would be informed of who has access to their personal records and whether their personal records have been accessed.

The Federation of Health Regulatory Colleges of Ontario (FHRCO) has developed a video as part of their public education campaign with respect to the rights of patient.

**It was MOVED McFarlane
That the oral report on the status of the e-Health Ontario
Provider Registry be received.**

CARRIED

Action Item CY

to ask for clarification from e-Health Ontario regarding access to personal records and the protection of “locked box” information

- .04c Proposed Amendments to By-Law 18: Fees
The Registrar provided to the Council a report on the feedback received in response to the consultation on proposed amendments to By-Law 18: Fee and reported that all responses except for one were in support of the proposed amendments. The Council noted that only 7 responses had been received by the College during the 60 day consultation period.

The *Regulated Health Professions Act, 1991* (RHPA) requires that the College circulate proposed amendments to Fees to the membership to provide an opportunity for members to respond.

**It was MOVED Cohen
That the proposed amendments to By-Law 18: Fees be
approved.**

CARRIED

- .04d Proposed amendments to By-Law 25: The Register and Related matters

The Registrar provided to the Council the proposed amendments to By-Law 25: The Register and Related Matters. These amendments were discussed at the Council meeting on October 4, 2013.

It was MOVED Berman

That the proposed amendments to By-Law 25: The Register and Related matters be approved for circulation to the membership for consultation.

CARRIED

When By-Law 25: The Register and Related Matters is circulated for consultation, the College will include an explanation for the phrase "*sine die*".

Action Item Staff **to circulate the proposed amendments to By-Law 25: The Register and Related Matters to the membership for consultation**

- .04e Proposed amendments to Policy # I-6: Conflict of Interest and Reasonable Apprehension of Bias

The Registrar provided to the Council proposed amendments to Policy # I-6: Conflict of Interest and Reasonable Apprehension of Bias.

It is suggested that two new sections be added to the policy and the language for these sections is derived from similar by laws of other Health Regulatory Colleges.

The Council discussed the proposed amendments to Sections 4 and 5. In response to a question regarding the role of public members on Council, the Registrar commented that all Council members, professional and public members, have the same role and responsibilities in serving the public interest.

The Council agreed that it is important to have very clear language in the policy and in By-Law 20 which speaks to the election of Council members. The Council directed that a revised wording for the policy be brought to the Council meeting in March 2014. Council members were asked to send their comments or wording suggestions to the Registrar. The Registrar will consult with legal Counsel and other Health Regulatory Colleges in developing the revised wording for Section 4.

Action Item CY **to bring revised wording for Sections 4 and 5 of Policy # I-6: Conflict of Interest and Reasonable Apprehension of Bias to the Council meeting in March 2014**

The Registrar will also provide a proposed amendment to By -Law 20: Election to Council, Qualifications, Terms of office and Conditions for Disqualification, with clarification for the word “representation” to remove any suggestion of “representing” because while serving on Council, Council members do not represent the district from which they are elected.

Action Item CY

to bring proposed amendment to By -Law 20: Election to Council, Qualifications, Terms of office and Conditions for Disqualification, with clarification for the word “representation”

- .04f Proposed amendments to By-Law 19: Appointment of non-Council members to Committees of the College and conditions for disqualification

The Registrar provided to the Council proposed amendments to By-Law 19: Appointment of non-Council members to Committees of the College and conditions for disqualification. The amendments to sections 19.3 and 19.4 provide clarification of eligibility for appointment to Committees and criteria for disqualification.

It was MOVED McKegney

That the proposed amendments to By-Law 19: Appointment of non-Council members to Committees of the College and conditions for disqualification be approved.

CARRIED

- .04g Role of the Client Relations Committee

At the meeting on December 14, 2012, the Council had approved a proposed amendment to the role of the Client Relations Committee to become the official body within the College to review policy and legislative issues and make recommendations to Council and to invite additional participants on the Committee, if needed.

The Registrar provided to the Council a revised copy of Policy # II-7(i): Client Relations Committee: Terms of Reference/Role which includes the changes to the role that had been approved by Council in December 2012.

It was MOVED Cohen

That the proposed amendments to Policy # II-7(i): Client Relations Committee: Terms of Reference/Role be approved.

CARRIED

- .04h Legislative Update

(1) Bill 70: *Regulated Health Professions Act (RHPA) amendment Act (Spousal Exemption), 2013*

The Registrar informed the Council that Bill 70 has received Royal Assent on November 26, 2013 and is now in force. In the next

issue of the e-Bulletin, the College will include an educational article on impact of Bill 70 for members of the College.

(2) Bill 78: Electronic Personal Health Information Protection Act, 2013

This bill has gone through 2nd reading. As the house has recessed for the year, any further action will be in the New Year.

(3) Bill 117: *Enhancing Patient Care and Pharmacy Safety (Statute Law Amendment) Act, 2013*

The Registrar provided a copy of Bill 117 to the Council, with the section of the Bill that would amend the *Regulated Health Professions Act (RHPA), 1991* and the Health Professions Procedural Code and informed the Council that second reading of the bill is in progress.

The Council discussed some of the provisions in the Bill.

- The Bill gives the Minister authority to request the Lieutenant Governor to appoint a supervisor for a Health Profession College when the Minister considers it appropriate or necessary.

The Registrar commented that the Federation of Health Regulatory Colleges of Ontario (FHRCO) had discussed the proposed amendment and had not made a submission regarding the Bill. Individual Colleges could make a submission if they chose to do so.

- Proposed amendments to the Mandatory Reporting requirements of employers to inform the Registrar within 30 days if a College member who is their employee resigns and if the resignation is believed to be related to the member's professional misconduct or incapacity.

The Council agreed that no further action was required.

It was MOVED Lacroix

That the report on the Legislative Update be received.

CARRIED

2013.05.05

Business issues

.05a Reports from Committees:

(i) Registration Committee

The Council received a report from the Chair of the Registration Committee on the activities of the Registration Committee from July 18 to December 13, 2013.

The Committee is dealing with a large number of candidates that require retraining. The Registrar commented that when the Registration Regulation amendments are approved, the numbers would be lower. The College has not had any discussions with Training Programs regarding bridging programs available for applicants that need retraining.

The Committee has revised the supervisor's retraining evaluation form and it will be available for use by supervisors. The Committee will discuss impositions of limitations at initial registration.

Responding to a question on the number of applicants registering in Ontario from other Canadian jurisdictions, the Registrar said that the College has this data and can provide it to Council.

It was MOVED Mercier

That the report on the activities of the Registration Committee from July 18 to December 13, 2013 be received.

CARRIED

(ii) Inquiries, Complaints and Reports Committee (ICRC)
The Council received a report on the activities of the Inquiries, Complaints and Reports Committee (ICRC) from October 4, 2013 to December 13, 2013.

It was MOVED McKegney

That the report on the activities of the Inquiries, Complaints and Reports Committee (ICRC) from October 4, 2013 to December 13, 2013 be received.

CARRIED

.05b Financial Reports:

(i) Variance Report to September 30, 2013

The Registrar provided to the Council the Variance Report to September 30, 2013 and reviewed the items that are projected to exceed the budgeted amount by more than \$1,000. The Registrar reported that based on results at the end of the first 4 months of the fiscal year, it is projected that the deficit at the end of the fiscal year will be \$53,700 which is substantially lower than the deficit of \$238,700 that was projected in the approved budget for 2013-2014.

It was MOVED Mercier

That the Variance Report to September 30, 2013 be received.

CARRIED

(ii) Report from the Finance and Audit Committee (FAC) to Council
The Vice-President assumed the Chair for discussion of this agenda item. The President provided a report to Council on the FAC teleconference held on November 28, 2013.

**It was Moved Mercier
That the report from the Finance and Audit Committee be received.**

CARRIED

The President resumed the Chair at the end of the discussion of this agenda item.

(iii) Proposed amendments to Per-Diem and Council and Committee Compensation Policy: Office Overhead Allowance
The Registrar provided to the Council the proposed amendment to sections 10 (i) and 10(ii) of Policy III-F-4 Per-Diem and Council and Committee Compensation Policy: Office Overhead Allowance for Eligible Private Practitioners.

The proposed amendment provides clarification of the eligibility criteria for Office Overhead Allowance for private practitioners.

The Council reviewed the proposed amendment and made a suggestion for change in the wording.

**It was MOVED Mariani
That the Proposed amendments to Per-Diem and Council and Committee Compensation Policy as amended at the Council meeting be approved.**

CARRIED

(iv) Committee Audits

The Council agreed that the Executive Committee would be audited in the fiscal year 2014-2015.

**It was MOVED McFarlane
That Council approve that the Executive Committee be audited during the 2014-2015 fiscal year and a provision be made in the budget for this audit in the 2014-2015 budget.**

CARRIED

The Registrar commented that the College uses external auditors for Committee audits and will develop a Request for Proposal (RFP) to select the auditor.

- .05c Report on Association of Canadian Psychology Regulatory Organizations (ACPRO) meeting
The Vice-President assumed the Chair for discussion of this agenda item.

The Council received a report from the Deputy Registrar on the meeting of the Association of Canadian Psychology Regulatory Organizations (ACPRO) held at the College offices on November 16-17, 2013.

The Deputy Registrar chaired the ACPRO meeting and the President and the Registrar attended the meeting as the jurisdictional representatives. The meeting was attended by members of the ACPRO Board of Directors and representatives from various Canadian Jurisdictions. The ACPRO discussed the development of National Standards for registration/licensure for Entry to Practice in the profession of Psychology.

**It was MOVED Mittelstaedt
That the report from the meeting of the Association of
Canadian Psychology Regulatory Organizations (ACPRO) be
received.**

CARRIED

The President resumed the Chair at the end of the discussion of this agenda item.

- .05d Report on meeting with Training Program Directors and Internship Program Directors
On November 29, 2013, the College hosted the Training Program Directors and internship Program Directors. Both groups met separately and then held a Joint meeting on the same day to discuss issues of common interest. The Academic Representatives on Council, Dr. Patricia Minnes, Dr. Abby Goldstein and Dr. Walter Mittelstaedt attended the meetings and reported that the meetings were well attended and both groups appreciated the opportunity provided by the College to meet and discuss issues of common interest.

Dr. Minnes chaired the meeting of the Training Program Directors and provided an oral report on the meeting.

The group discussed the need for new academic representatives on the Council. The Registrar will send the eligibility criteria and the time commitments for Academic representatives to the Training Program Directors.

Action Item CY

to send the eligibility criteria and the time commitments for Academic representatives to the Training Program Directors.

Dr. Abby Goldstein chaired the meeting of the Internship Program Directors and provided an Oral report on the meeting. The meeting was well attended in spite of some concerns about scheduling difficulties.

**It was MOVED McKegney
That the oral reports on the meeting with Training Program Directors and Internship Program Directors be received.**

CARRIED

- .05e Annual Reports 2012-2013:
(i) Executive Committee
(ii) Council

The Registrar provided to the Council the Annual reports for 2012-2013 from the Executive Committee and Council.

**It was MOVED Mariani
That the Annual Report for the Executive Committee for the year 2013-2013 be received.**

CARRIED

**It was MOVED Berman
That the Annual Report for the Council for the year 2013-2013 be received.**

CARRIED

- .05f Succession Planning Committee Update

This agenda item was discussed **IN CAMERA**.

- .05g Public Education – Federation of Health Regulatory Colleges of Ontario
The discussion of this agenda item was deferred to the Council meeting in March 2014.

- .05h Council Terms
This agenda item had been deferred from the Council meeting on October 4, 2013. In response to a question about whether the non-Voting member on Council could run for Council and whether the number of terms served as the non-Voting Council member would count towards the maximum number of terms served on Council, the Registrar clarified that as the non-Voting member is not a

member of Council, the years served in this role do not count towards the terms served as a Council member.

2013.05.06

Other Business

.06a

Dates for Council meetings

(i) The Council noted the following confirmed dates for Council meetings:

- Council Meeting on Friday March 21, 2014
- Friday June 20, 2014

- Council Training Day on Thursday March 20, 2014
The Nominations and leadership Development Committee will meet to develop the agenda for the Training.

(ii) Proposed date for Council meeting in September 2014

The Council confirmed the following date for the Council meeting in September 2014

- Council Meeting September 19, 2014
- Council Training September 18, 2014

.06b

Set date for Elections to Council in March 2014

The Elections for Council seats in District 1 and District 7 will be held on March 31, 2014.

2013.05.07

Adjournment

There being no further business

**It was MOVED Teitelbaum
That the Council meeting be adjourned.**

CARRIED

The Council meeting was adjourned at 4:05PM.

Robert Gauthier, M.Sc., M.Ed., C.Psych. Assoc.,
President

Lise Mercier, Ph.D., C.Psych, Vice-President

Minutes approved at the Council meeting on March 21, 2014