



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**COUNCIL MEETING
2018.04
December 14, 2018**

Present:

Lynette Eulette, Ph.D., C.Psych., President
Elizabeth Levin, Ph.D., C.Psych., Vice-President
Kristin Bisbee, Public Member
Judy Cohen, Public Member
Janice Currie, Ph.D., C.Psych.,
Dorothy Cotton, Ph.D., C.Psych.
Christine DiZazzo, M.Ps., C.Psych.Assoc.
Michael Grand, Ph.D., C.Psych.

Jaffar Mohammad Hayat, Public Member
Emad Hussain, Public Member
Marilyn Keyes, Ph.D., C.Psych.
Denise Milovan, Ph.D., C.Psych.
Melanie Morrow, M.A., C.Psych.Assoc.
Patricia Minnes, Ph.D., C.Psych.

Regrets:

Cory Richman, Public Member

Guests:

Mr. David Lamb, MOHLTC Health Workforce Planning
Ms. Stephanie Akers, MOHLTC Health Workforce Planning

Staff:

Rick Morris, Ph.D., C.Psych., Registrar & Executive Director
Barry Gang, MBA, Dip.C.S., C.Psych.Assoc., Deputy Registrar / Director, Professional Affairs
Zimra Yetnikoff, Director, Investigations & Hearings
Lesia Mackanyn, Director, Registration
Stephanie Morton, Manager: Administration
Caitlin O'Kelly, Administrative Assistant: Office of the Registrar, Recorder

2018.04.00 Call to Order

The President called the meeting to order at 9:03AM.

2018.04.01 Approval of the Agenda and Minutes

.01a Approval of Agenda

The following changes were made to the agenda:

Moved:

.02b Registrar's Report – to .05c

Added

.04f Signing Authorities

It was MOVED Jaffar

That the agenda be approved as presented.

CARRIED

.01b Declarations of Conflicts of Interests

There were no declarations of conflict made.

.01c Minutes Council Meeting 2018.03 on September 21, 2018

It was MOVED Cotton

That the minutes from the Council Meeting 2018.03 of September 21, 2018 be approved as presented.
CARRIED

.01e Review of Action List

The Council reviewed the Action List from the minutes of the previous meeting and noted items that were completed, outstanding or on the agenda at this meeting.

2018.04.02 Consent Agenda

The Registrar & Executive Director's Report was moved off the consent agenda for discussion.

2018.04.03 Policy Issues

.03a Use of Title Psychologist - Update

At the meeting of the Council on September 21, 2018, a motion as passed to pursue granting the title *Psychologist* to all current and future members qualifying for registration as *Psychological Associates*. Since the September motion the Registrar has met with representatives from the Ministry and Health and Long-Term Care (MOHLTC) who voiced their appreciation for being informed at this early stage. The Registrar reported that the Ministry did not have any suggestions on the motion at this time but that they will look forward to seeing the feedback to the consultation that will take place as part of the next steps. In addition to the consultation, part of the next steps will also include consultation with the College legal counsel. The Registrar has spoken with legal counsel briefly and anticipates undertaking a full discussion shortly.

The membership received information on the motion in an article in the October e-Bulletin. Following this, the College and some members of Council began to receive feedback from members about the motion. In response to this, the Registrar sent a notice to the membership indicating that a formal consultation would be forthcoming shortly and requested that members not send comments separately but wait for, and participate in, the formal consultation process.

The Council discussed different ways the title change could appear which included a brief discussion on a delineated title such as, "Psychologist (Doctorate)" or "Psychologist (Masters)".

Council discussed the structure for the consultation and the need for data to be easily collated with a basic set of questions to which all could respond. The Council suggested that the consultation documents stress that the mandate of the College is public protection and that this is the intention of this motion. Council also asked for the opportunity to review the questions to be included in the survey before they are distributed.

Action Item Registrar

To circulate the consultation documents to the Council prior to distribution to the membership and other stakeholders.

The consultation to be sent in late January or early February and will be open for responses for at least two months. An update on the process will be provided to the Council meeting in March with the full feedback being available for the June 2019 Council meeting.

In response to a comment, the Registrar explained that the motion at the September Council meeting gives the membership and other stakeholders a clear expression on the current will of Council. This helps establish the direction and the next steps the College will take. After the consultation period, if there are compelling arguments in the interest of the protection of the public, Council could revisit and reevaluate their decision in light of public interest and protection.

.03b Policy I-10: Authority to Speak on Behalf of the College

At the September meeting, the Council reviewed and discussed the proposed amendment to Procedure 7 of *Policy I – 10: Authority to Speak on Behalf of the College*. There was considerable discussion regarding the ‘simplified wording’ suggested, the implications for Council members, and how the policy would work in practice. The main issue was whether Council members are required to publicly support the decisions of Council without being able to express their own, possibly dissenting, opinions. Council was unable to reach a decision regarding acceptance of the recommended wording or one of the many variations suggested during the discussion. Council agreed that the wording of Procedure 7 required further review and referred it back to the Executive Committee.

The Executive Committee recognized that there was significant overlap between Procedure 7 of the *Policy I-10: Authority to Speak on Behalf of the College* and statements in the already approved *Code of Conduct for Council and Committee Members*. Specifically, the General section states:

3. Council and Committee members shall:

- f. without restricting the opportunity for members of Council to openly discuss any matter, uphold the decisions made by Council and Committees regardless of the level of prior individual disagreement; and,

The Executive Committee recommended that since Procedure 7 of the policy was redundant, it need not be included. The Council discussed and agreed with the proposed amendments to remove Procedure 7.

It was MOVED Cohen

That *Policy I – 10: Authority to Speak on Behalf of the College* be approved with the deletion of Procedure 7. **CARRIED**

Action Item Staff

That *Policy I – 10: Authority to Speak on Behalf of the College* be amended in the College’s *Policies and Procedures Manual*.

.03c Policy I-12: Registrar’s Performance

During the Registrar’s last performance review, it was noted that there were gaps in the process. Specifically, the process did not allow for the establishment of goals for the Registrar and the

subsequent evaluation of progress toward meeting them. In undertaking the review process, the President and the Registrar introduced some proposed changes to permit an evaluation of the goals proposed by the Registrar and agreed to by Council. This pilot process appeared to work well and formed the basis for the Registrar's Performance Review presented to Council in March 2018 by the President.

Tracked changes to *Policy I – 12: Registrar's Performance* and form were provided to Council reflecting the previous year's positive experience.

It was MOVED Minnes

That amendments to Policy I – 12: Registrar's Performance be approved.

CARRIED

Action Item Staff

To amend *Policy I – 12: Registrar's Performance* in the *Colleges Policies and Procedures Manual*.

.03d Policy III A-6: Integrated Risk Management

The College Management Team have begun to utilize the Risk Management System developed by the Healthcare Insurance Reciprocal of Canada (HIROC). The Executive Committee is recommending that an Integrated Risk Management (IRM) policy be approved. This policy describes the procedure for the management of the IRM program and the process for identifying and mitigating risks. In response to a question, the Registrar informed the Council that a review of risks has been done as needed. Moving forward when the senior staff meets this will be added as a standing agenda item. It was noted, that although the risk register timeline indicated implementation for mitigating risks to begin in March, this is not a rigid timeline, if there was an emergent risk it would be acted upon in a timely manner.

It was MOVED Levin

That Policy III A-6: Integrated Risk Management be approved

CARRIED

Action Item Staff

To add *Policy III A-6: Integrated Risk Management* to the *College's Policies and Procedures Manual*.

2018.03.04 Business Issues

.04a Election of Public Member to the Executive Committee and Election of Vice President

Mr. D'Arcy Delamere's term of appointment as a public member on the College Council expired in late October 2018. This has resulted in a public member vacancy on the College Executive Committee. In addition, in June 2018, Mr. Delamere was elected to the Executive position of Vice-President, which is therefore similarly vacant.

- (1) *By-law 21: Committee Composition* requires that there be "two members of the Council appointed to the Council by the Lieutenant Governor in Council". The Council must elect a public member to the Executive Committee to serve for the remainder of the current one-year term. Nominations for this position will be accepted from the floor.

Ms. Judy Cohen and Mr. Emad Hussain put their names forward.

After a vote, Ms. Judy Cohen was elected to the Executive Committee.

- (2) According to *By-law 24: Election of Members of the Executive Committee*, if the Vice-President is no longer eligible to hold this position, Council shall fill this vacancy. An election will be held for the position of Vice-President from among the members of the Executive Committee, including the public member elected in (1) above. Nominations for this position will be accepted from the floor.

Ms. Kristin Bisbee and Dr. Elizabeth Levin were nominated for the position of Vice-President.

After a vote, Dr. Elizabeth Levin was elected as the Vice-President of the Council.

**It was MOVED Hussain
To destroy the ballots.**

CARRIED

.04b Registration Committee Quarterly Report

The Council reviewed the second quarter report from the Registration Committee. Council discussed the different reviews that take place at the Registration Committee with regards to examination outcomes. In response to a question, the Director, Registration informed the Council that if a candidate fails a written exam after four attempts it is automatically to be reviewed by the Registration Committee and the candidate will have an opportunity to make written submissions.

In response to a question the co-Chair of Registration, Dr. Patricia Minnes, informed Council that one of the issues the Committee is currently reviewing is in regards to individuals who require additional training. The Committee is reviewing ways in which it can appropriately measure what is adequate retraining. One of the main issues being discussed is determining how much retraining should be allowed at the time of initial registration.

.04b ICRC Quarterly Report

The Council reviewed the second quarter report from the Inquiries, Complaints and Reports Committee. Council discussed the use of the new risk assessment template for which there has been positive feedback.

Council discussed the use of teleconferences and how these differ from the in-person meetings. In response to a comment, the Director, Investigations and Hearings explained that teleconferences are used to make procedural decisions not final decisions. Final dispositions only go to a teleconference if there has already been a meeting and the panel requested more information.

.04c Integrated Risk Management Report

The Council reviewed the Integrated Risk Management Report. The Registrar informed the Council on the number of risks that are open and closed. Council discussed that one of the "Leadership" risks related to Council is attracting new Council members. It would be a risk to the College not to have a full Council. Other leadership risks relate to the skills and competency of the members of Council. Some of these are harder to mitigate as the College does not have control over who is nominated and elected, therefore it is not a risk that will be able to be closed. The Registrar discussed that only a small number of risks have been identified to date and that more will be added as they are identified.

**It was MOVED Hayat
That the Integrated Risk Management Report be received.**

CARRIED

.04c Directors of Clinical Training Programs Meeting – Oral Report

Dr. Patricia Minnes gave an oral report to the Council on the meeting of the Directors of Clinical Training and Internship Directors that occurred on November 30, 2018. The joint meeting had 34 in attendance and the following topics were discussed:

- Council decision regarding use of title
- Recruitment of new academic members to Council
- Training in Cultural Competence and Diversity
- Teaching Sexual Boundaries

.04d Signing Authorities

It was MOVED Grand

To rescind the motion of June 2018 making Mr. D’Arcy Delamere a signing authority. CARRIED

It was MOVED Keyes

To appoint Dr. Elizabeth Levin as a signing authority. CARRIED

2018.04.05 Strategic Issues

.05a Strategic Direction Implementation Update

The Registrar provided the Council with the updated *Strategic Direction Implementation Table*. Items added since the Council Meeting of June 22, 2018 were shown in **Bold**.

.05b Discussion: David Lamb, MOHLTC Health Workforce Planning

The Council welcomed Mr. David Lamb and Ms. Stephanie Akers from the Ministry of Health and Long Term Care. He provided information on the work the government does to understand the needs of the public with regards to healthcare, including psychological services, and the capability of the workforce to respond to these needs.

.05c Registrar’s Report – Update on the Communication Plan

This item was moved from the consent agenda for an update on the College’s Communication Plan. The Registrar explained that the College is currently looking for consultants through an RFP process to assist in developing a Communications Plan. The Council was informed that part of the Communication Plan will be to look at the College website.

2018.04.06 Other Business

.06a Set Date for Elections in 2019

The Council confirmed that Elections in District 1 (North), District 2 (Southwest) and District 3 (Central) will be held on March 29, 2019.

It was MOVED Hayat

That the Elections to Council in Districts 1, 2 and 3 be held on March 29, 2019. CARRIED

.06b Next Meetings of Council

- Council Training: Thursday, March 28, 2019 – ½ with a start at 12:00PM
- Council Meeting: Friday March 29, 2019
- Friday, June 21, 2019

2018.04.07 Adjournment

There being no further business,

It was MOVED Cohen

That the Council Meeting be adjourned.

CARRIED

The Council Meeting was adjourned at 1:45PM.

Lynette Eulette, Ph.D., C.Psych., President

Elizabeth Levin, Ph.D., C.Psych., Vice-President

Minutes approved at the Council Meeting on March 29, 2019