

**COUNCIL MEETING
2007.01
March 23, 2007**

PRESENT:

Clarissa Bush, Ph.D., C.Psych., President
Dalia Slonim, Psy.D., C.Psych., Vice-President
Dorothy Cotton, Ph.D., C.Psych.
Janice Currie, Ph.D., C.Psych.
Gaye Dale, Public Member
Ron Davis, Ph.D., C.Psych.
Christine DiZazzo, M.Ps., C.Psych.Assoc., ex-officio
Maggie Gibson, Ph.D., C.Psych.,
Nick Kuiper, Ph.D., C.Psych.
Vincent Lacroix, Public member
Richard Lee, Public Member
Ivan McFarlane, Public Member
Susan Nicholson, Public Member
Josephine Tan, Ph.D., C.Psych.
Glenn Webster, M.Ed., C.Psych. Assoc

Regrets:

Cheryl Rampersad, Public Member

Staff:

Catherine Yarrow, MBA, Ph.D., C.Psych., Registrar & Executive
Director
Rick Morris, Ph.D., C.Psych., Deputy Registrar/Director:
Professional Affairs
Barry Gang, Dip.C.S., C.Psych.Assoc.,
Director: Investigations & Hearings
Connie Learn, Director: Registration & Administration
Prema Shankaran, Assistant to Registrar: Recorder

2007.01.00

Call to Order

The President called the Council meeting to order at 9:05AM.

2007.01.01

Approval of the agenda:

It was MOVED Dale

That the agenda be approved as presented.

CARRIED

2007.01.02 **Consent Agenda items**
It was MOVED Tan
That the Consent agenda items be approved as presented.
CARRIED

2007.01.03 **Strategic Issues**
There were no strategic issues on the agenda at this Council meeting.

2007.01.04 **Policy issues**
.04a Policy and By-Law Review:
The Policy and By-Law Taskforce provided to the Council a copy of the Draft Table of Contents of the *College Policy and Procedures Manual*. In the Table of Contents, each policy has been assigned a specific number and identified as to its status: approved, under development or to be developed. The approved policies are included with the date approved and a suggested review date.

The Chair of the Policy and By-Law Taskforce thanked the Deputy Registrar for organizing the Manual.

The Council noted that the Policy and By-Law Taskforce is developing the Terms of Reference for Statutory Committees but some of the Committees may change and there may be no need to develop terms of Reference for them. The Taskforce has contacted the Chairs of the Committees to seek their opinion.

Policies for Review and Approval:
(a) Revised previously approved policies:
The Council reviewed the policies and

It was MOVED Gibson
That the following policies be approved:
Confidential Obligations and Handling of Confidential materials
Conflict of Interest and apprehension of Bias
Role of the President
Examinations - Taking irregularities - Cheating
Rules of Procedure
Nominations Committee
Per-diems and Council and Committee Compensation
Employee Compensation and Benefits

CARRIED

(b) New policies

The Council reviewed the following new policies and recommended that they be approved as amended at the Council meeting:

- Authority to speak on behalf of the College
- Council and Committee Orientation
- Policy Development and Maintenance:
Review dates are approximate and will be staggered
- Observers and Guests at Council meetings: Procedures and Materials
Approved Minutes from Council meetings to be posted on the College website within one week after being approved at the Council meeting
Reasons for Council meeting held **IN CAMERA** - will be reviewed by the Taskforce
- Executive Committee Terms of Reference and Role

It was MOVED Gibson

That the following policies be approved as amended at the Council meeting:

Authority to speak on behalf of the College

Council and Committee Orientation

Policy Development and Maintenance

Observers and Guests at Council meetings: Procedures and Materials

Executive Committee Terms of Reference and Role

CARRIED

The President thanked the Policy and By-Law Taskforce for their excellent work in developing the *College Policy and Procedures Manual*.

.04b Nominations & Development Committee: A Proposal

The Nominations Committee currently serves from March to June of every year to review information submitted by members regarding their interest in serving on committees and prepares a list of recommended appointments to College Committees for the following year.

The Registrar proposed that the role of the Nominations Committee be revised so that the new Nominations and Development Committee will function as a year round Committee with a mandate that would include Council orientation and training, and developing

a roster of members interested in serving on Committees or running for Council.

The Council directed that the Policy and By-Law Taskforce develop the role of the Nomination and Development Committee.

Action item Policy and By-Law Taskforce

To develop the role of the Nomination and Development Committee.

- .04c Proposed Amendments to the Finance and Audit Committee policy
The Proposed Amendments to the Finance and Audit Committee policy are as follows:

Deleting references to "Investment Strategy"
Adding a section related to approval of Registrar's expenses by a member of the FAC at least quarterly.

It was MOVED Nicholson

That the Finance and Audit Committee Policy be amended as follows:

that Under section 6. Duties of the Finance and Audit Committee, delete paragraphs g and h and re-label the following paragraphs accordingly; and

In that same section, add a new paragraph to read:

k. In accordance with the policy on approval of the Registrar's expenses, a member of the Finance and Audit Committee will review the Registrar's expenses at least quarterly.

CARRIED

- .04d Bill 171: *Health System Improvements Act, 2006*: Policy issues
The Registrar provided to the Council the following documents for the discussion of Bill 171: *Health System Improvements Act, 2006*:

- Compendium to Bill 171, Excerpts
 - Schedule M: description of the proposed amendments to the RHPA
 - Schedule Q: description of the provisions of the proposed Psychotherapy Act
- *Regulated Health Professions Act*
 - Incorporating the proposed amendments
- *Psychotherapy Act*
 - As proposed in Schedule Q of Bill 171

- Submission to the Standing Committee, Bill 171, March 17, 2007 (Draft)
- Position of the Ontario Psychological Association (OPA) on Bill 171, March 20, 2007
- Draft of the Federation of Health Regulatory Colleges of Ontario (FHRCO) submission, March 12, 2007

The Registrar recommended that the Council focus on sections m and Q which are most relevant to the College. During the discussion regarding the College submission on Bill 171, the Council was provided the response from the College to the Health Professions Regulatory Advisory Council consultation Guide on the regulation of Psychotherapy on October 31, 2005 and a copy of College's feedback on Health Professions Regulatory Advisory Council survey on the report *Regulation of Health Professions of Ontario: New Directions* on June 30, 2006.

The President commented that the RHPA Taskforce consulted with Staff in the preparation of the College response. The Registrar and the President met with representatives of the Ontario Association of Psychological Associates (OAPA) on March 22, 2007 to discuss Bill 171.

The Council agreed that the response is well written and captures the issues relevant to the College. The College had initially proposed the name "College of Mental Health Therapists" as the name of the new College. It was noted that the title "Psychotherapist" crosses College boundaries. The legislation as written now will prevent members of the College of Psychologists or other professions who are now providing Psychotherapy services referring to themselves Psychotherapists. It will increase confusion for the public regarding psychotherapy services.

The Council agreed that the College submission should make a stronger point regarding the use of the title "Psychotherapist". If the new College is named as the College of Psychotherapists, access to the title of "Psychotherapist" should be permitted for members of other professions that provide Psychotherapy services. The title of "Psychotherapist" should not be restricted to members of the College of Psychotherapists. It is important to ensure that public is getting psychotherapy services by a Registered Health Professional. Alternatively, the name of the new College could be changed to "College of Mental Health Therapists".

The Council directed that the RHPA Taskforce revise the submission in light of discussion at the Council meeting.

Action item RHPA Taskforce:

To revise the Submission to the Standing Committee regarding Bill 171

2007.01.05

Business issues

.05a

Committee Reports

(1) Executive Committee

The Executive Committee provided a report to Council on the meeting held on February 2, 2007.

(2) Registration Committee

(a) The Registration Committee provided to the Council a copy of the Annual Report for 2005-2006.

(b) The Registration Committee provided a report to Council on the activities of the Committee from December 2006 to March 2007.

(3) Discipline Committee

The Discipline Committee provided a report to Council on the activities in progress at this time and a summary of Discipline Committee decisions and reasons on two matters on which hearings were held in February 2007.

(4) Complaints Committee

The Complaints Committee provided to Council the quarterly statistics from December 2006 to March 2007.

(5) Quality Assurance Committee

The Quality Assurance Committee provided a report to Council on the activities of the Committee since the last Council meeting on December 1, 2006

(6) Client Relations Committee

The Chair of the Client Relations Committee provided a report to Council on the activities of the Committee since the Council meeting on December 1, 2006. The College website redesign has been completed and the new website was launched on March 8, 2007.

(7) Fitness to Practice Committee

The Chair of the Fitness to Practice Committee provided a report to Council on the activities of the Committee.

(8) Jurisprudence and Ethics Examination Committee

The Jurisprudence and Ethics Examination Committee reported that a 2-day Item Writing workshop was held on December 14-15, 2006 in which 4 invited non-Committee members participated in a

half day training and generated items which will be reviewed by the committee and added to the item pool for the Jurisprudence and Ethics Examination.

It was MOVED Lee

That the following Committee reports be received:

**Executive
Registration
Discipline
Complaints
Quality Assurance
Client Relations
Fitness to Practice
Jurisprudence and Ethics Examination Committee**

CARRIED

.05b Financial

(1) Variance Report for the period ending December 31, 2006
The Registrar provided to Council the Variance Report for the period ending December 31, 2006 and the analysis of items that exceeded the projected budget by \$1,000 or more.

It was MOVED Nicholson

That the Variance Report for the period ending December 31, 2006 be received.

CARRIED

(2) Draft budget 2007-2008

(a) Supervision Working Group

The Registrar provided to the Council the draft budget for 2007-2008 and a motion regarding the Supervision Working Group proposed by the Registration Committee.

The Council reviewed the proposal and the budget for the Supervision Working Group and

It was MOVED Slonim

The Council establish a Supervision Working Group with the composition, goals and reporting schedule as proposed by the Registration Committee.

CARRIED

Draft Budget 2007-2008:

The Registrar commented that in 2007-2008, there would be 3 sets of Oral examinations instead of the two sets that are normally held every year because accommodation expenses are unusually high due to a city-wide convention in June 2008. In fiscal year 2007-

2008, the Oral examinations will be held in June 2007 and December 2007 and May 2008.

The Special projects budgeted in the 2007-2008 budget are:
Audit of the Quality Assurance Committee
Practice Analysis of the Jurisprudence and Ethics Examination
RFP for Records Management Needs Assessment

It was MOVED Dale

That the Budget for 2007-2008 be approved as proposed.

CARRIED

(3) Salary Ranges: **IN CAMERA**

This agenda item was discussed **IN CAMERA** in the absence of the recorder. The minutes for this agenda item will be provided by the Registrar.

- .05c Proposed revisions to the guidelines for acceptable supervision
The Registration Committee provided the proposed revisions to guidelines for acceptable work experience to the Executive Committee.

The Vice-President, who also chairs the Registration Committee, commented that from now on it will be required that all four years of work experience should be supervised. The Registration Committee proposed that there should be a four year period from the time the guidelines are approved until they take effect so as to accommodate candidates who are currently preparing for registration.

It was MOVED Slonim

That the guidelines for acceptable work experience be updated to require that all four years of the work experience to take place under supervision; and

That the revised guidelines take effect four years from the date the revision receives Council approval.

CARRIED

- .05d Executive Committee Nominations and Elections and Committee Appointment Process and Timelines
The Council received a copy of the Information Sheet with the Executive Committee Nominations and Elections and Committee Appointment Process and Timelines.

- .05e Discipline Committee Audit Report and Committee recommendations

An audit of the Discipline Committee was held in fiscal year 2006-2007. The report of from the audit was received in October 2006 and reviewed by the Discipline Committee at their meeting on November 30, 2006.

At this meeting, the Council received the following :

1. a copy of the audit report
2. A copy of the minutes of the Discipline Committee on November 30, 2006
3. Discipline Committee Rules of Procedure with draft revisions dated November 30, 2006
4. Motion Submission Form: proposed changes to the Discipline Committee Rules of Procedure
5. Current version of the College's Pre-Hearing Checklist

The Council noted that the audit report was positive and made some suggestions for improvement. The report states that the Discipline Committee was currently functioning in accordance with the relevant legislation and principles of administrative law. The minutes of the meeting included a discussion of the auditor's recommendations and whether they were housekeeping or policy matters or had budgetary implications.

The Council reviewed the Discipline Committee Rules of Procedure with draft revisions dated November 30, 2006 and suggested minor changes to section 1.3.

It was MOVED Tan

That the Discipline Committee Rules of Procedure be approved as amended at the Council meeting on March 23, 2007.

CARRIED

- .05f Proposal to move Committee Reports to Consent agenda
At their meeting in March 2006, the Council had agreed that all Committee reports would be placed on the Business Issues Section of the agenda.

It was proposed at this Council meeting (March 23, 2007) that all Committee reports be moved to the Consent agenda section.

It was agreed that for future Council meetings, all Committee reports, other than Registration and Complaints Committee reports would be moved to the Consent agenda and Registration and Complaints Committee reports would continue to be on the Business issues agenda.

- .05g Federation of Health Regulatory Colleges of Ontario (FHRCO)
Annual General meeting: Election of the Executive Committee

The Council received a copy of the notice of Election of the Executive Committee at the Annual General Meeting of the FHRCO on April 11, 2007. The Registrar is on the slate of candidates for a position on the Executive Committee of FHRCO.

- .05h Withdrawal of proposed amendments to Quality Assurance Regulation O.Reg 535/99

The Chair of the Quality Assurance Committee reported that following extensive consultations with the Ministry of Health and Long-Term Care (MOHLTC), the Committee would recommend to Council that the proposed amendments to the Quality Assurance Section of Regulation O.Reg 535/99 submitted to the Ministry for approval in June 2006 be withdrawn. After Bill 171: *Health System Improvements Act, 2006*: Policy issues has passed third reading and received Royal Assent, the College could prepare new proposed regulatory amendments consistent with the amended legislation.

It was MOVED Currie

That the submission to the Ministry of Health and Long-Term Care approved by Council in June 2006, regarding proposed amendments to the Quality Assurance Section of O.Reg 535/99 be withdrawn.

CARRIED

Action item CY

to write to MOHLTC that the College would like to withdraw proposed amendments to the Quality Assurance Section of O.Reg 535/99

- .05i Amendment to By-Law 25: Public Register
In response to frequent requests from consumers, third party payers as well as from those who may wish to make a referral, it is recommended that information about a member's areas of practice and client population served be made available to the public. It is also recommended that the areas of practice of members holding a Certificate of Registration for Supervised practice not be published as these may be subject to change during or as a result of the registration process. Both of these provisions would require amendments to Bylaw 25.

It is MOVED

That Bylaw 25: Public Register Section 4 be amended to read:

Subject to section 4.1, the information contained in section 3 paragraphs 1, 3, 4, 5, 6, 7, 8, 9, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 24 and section 3.2 paragraphs 1, 2, 3, 4, 5, 6, 7, 8, and 9 shall be information available to the public from the register of the College under paragraph 4 of subsection 23(3) of the Health Professions Procedural Code of the Regulated Health Professions Act, 1991.

a) At the discretion of the Registrar, information designated as public in the register may be provided to any person in printed, electronic or oral form.

b) The College will not provide a member's registration number but may verify the number upon request.

c) In the case of a member holding a Certificate of Registration Authorizing Supervised Practice, information respecting the Area(s) of Practice and Client Population served will not be made available to the public.

CARRIED

The proposed amendments to By-Law 25: Public Register will be circulated to the members for consultation and brought back to the Council meeting in June 2007 for approval.

Action item Staff circulate proposed amendments to By-Law 25: Public Register to the members for consultation and bring back to the Council meeting in June 2007 for approval

.05j Registrar's Performance Review: **IN CAMERA**
This agenda item was discussed **IN CAMERA** in the absence of the Registrar and the recorder. The minutes for this agenda item will be provided by the President.

2007.01.06

Other Business

(a and b) Dates of next Council meetings

The following dates were confirmed for Council meetings:

June 1, 2007

September 21, 2007

December 14, 2007

June 6, 2008

On September 20, 2007, Council members would participate in a Discipline Committee Training session.

(c) Acknowledgement of outgoing Council members

The Council noted that the following members were finishing their term on Council on May 31, 2007:

Dr. Maggie Gibson

Dr. Nick Kuiper

Dr. Josephine Tan

Dr. Dorothy Cotton

The President presented Certificates of Appreciation to retiring Council members and noted that Dr. Dorothy Cotton is standing for

reelection and may be returning to serve a further 3 year term on Council.

The Registrar thanked the President for her leadership role in Strategic and Policy issues commented that the President was very responsive to enquiries and looked forward to working with her in her role as former President during the next year.

The Council noted that the new College website went "Live" in March 2007 and the response to the new website has been positive. The Council thanked the Client relations Committee for their work on the website.

2007.01.07

Adjournment

There being no further business

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

CARRIED

The Council meeting was adjourned at 1:10PM.



President



Vice-President

Date: June 1, 2007