

COUNCIL MEETING
2009.03
September 25, 2009

PRESENT:

Dorothy Cotton, Ph.D., C.Psych., President
Ivan McFarlane, Public Member, Vice-President
Ian D.R. Brown, Ph.D., C.Psych.
Mary Ann Evans, Ph.D., C.Psych.
Robert Gauthier, M. Ed, C.Psych.Assoc.,
Mustaq Khan, Ph.D., C.Psych.
Jane Ledingham, Ph.D., C.Psych
Lise Mercier, Ph.D., C.Psych.
Adrienne Perry, Ph.D., C.Psych.
Milan Pomichalek, Ph.D., C.Psych.
Dalia Slonim, Psy.D., C.Psych.
Glenn Webster, M.Ed., C.Psych. Assoc
Abena Buahene, Public Member
Vincent Lacroix, Public member
W. Peter McKegney, Public Member
Cheryl Rampersad, Public Member
Ethel Teitelbaum, Public Member

Regrets:

Mohammed Hossain, Public Member

Staff:

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

2009.03.00

Call to Order

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

2009.03.01

Approval of the agenda:

The Council noted that the auditor Mr Vinay Raja would attend the Council meeting at 9:30AM to present the Audited Financial Statements to Council.

The President asked Council if there were any items that Council members would like to move from the Consent agenda to the other sections of the agenda for further discussion.

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

CARRIED

- .01b Minutes:
(1) Minutes of Open meeting 2009.02 on June 19, 2009

**It was MOVED Brown
That the minutes of the Open meeting of Council 2009.02 on
June 19, 2009 be approved as presented.**

CARRIED

Matters arising from Minutes:

Review of By Laws:

The Council approved the By Laws of the College at the Council meeting in June 2009. At the conclusion of their mandate in May 2008, the Policy and By Law Taskforce had recommended that the Client Relations Committee carry on the task of reviewing the By-Laws according to the schedule that was approved at the Council meeting in June 2009. The President commented that she would ask the Chair of the Client Relations Committee 2009 to advise her if there were any issues with the Committee taking on this task.

Taskforce on Internship and Training issues:

This Taskforce was established at the Council meeting in June 2009. Responding to a question about the Taskforce, Dr Mary Ann Evans commented that the topic will be on the agenda at the next meeting of Internship Program Directors on October 22, 2009 and the meeting of Training Program Representatives on October 23, 2009. Dr Evans will be chairing both the meetings and one or both of the other academic representatives on Council will also be present at the meetings. The Taskforce will meet by teleconference before the meetings on October 22 and 23, 2009.

There is no data available, by province, on how many applicants there are for the available number of internship positions.

(2) Action List Status Report

The Council noted that there were no Action Items identified at the Council meeting 2009.02 on June 19, 2009.

2009.03.02

Consent Agenda items

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

CARRIED

2009.03.03

Strategic Issues

.03a

Strategic Plan Implementation: Update

Supervision Working Group: The group has completed their mandate and the Supervision Manual is posted on the College website. Dr Jane Ledingham, member of the Supervision Working Group, recommended that the Supervision manual be revised once every 2 years or more frequently, if necessary.

Psychological Associate issues Taskforce: The Taskforce had recommended that a survey of the membership be conducted to determine what the issues are with respect to the Psychological Associate title and the barriers to day to day practice in the workplace. The Chair of the Taskforce commented that the mandate of the Taskforce is protection of the public through education regarding the title "Psychological Associate" and that the College does not address advocacy issues.

Planning the 50th Anniversary of Psychology Regulation in Ontario: The Council noted that 2010 will be the 50th anniversary of the regulation of psychology in Ontario. Ontario was one of the first jurisdictions in Canada to regulate psychology. The Council agreed that the celebration of this event provides an opportunity to foster pride in the profession and to make members feel involved and to educate the public about psychology and regulated health professionals.

The Executive Committee discussed planning for this event at their meeting in July 29, 2009 and appointed a 50th Anniversary Planning Committee. The Committee proposed hosting the event together with the Barbara Wand Symposium for 2010. The College hopes to invite representatives from Government, liaison organizations and Past Presidents of the College to the event in addition to members.

The Council expressed support for the event and suggested surveying the membership to determine whether they would be interested in attending a dinner or reception in Toronto and will consider hosting local events at venues outside of Toronto. The Council suggested that publicizing the events in high schools may serve to educate students about the profession of psychology. The budget for the event will depend on the events that are planned.

The 50th Anniversary Planning Committee will bring recommendations and a proposed budget to the next Council meeting. The Registrar commented that hosting this event in May 2010 along with the Barbara Wand Symposium may require an amendment to the budget for 2009-2010 because the event will be held during the current fiscal year.

2009.03.04

Policy issues

.04a Records Management Policy

In 2008, the College engaged a Records Management Consultant to conduct a Records Management Needs Assessment and after reviewing the consultant's report engaged the consultant to assist the College in developing a Records Management program. The consultant's first recommendation was that the College should develop a Records Management Policy.

(1) Proposed Records Management Policy

The Council received a draft of the proposed Records Management Policy which has been reviewed by legal Counsel. The Council discussed the proposed policy and suggested some changes.

It was MOVED Pomichalek

That the proposed Records Management Policy be approved as amended.

CARRIED

The Council agreed that the Records Management Policy will be reviewed in June 2011.

(2) By-Law Amendments

Several By-Laws required small changes in wording because of the proposed new policy on Records Management. The Council received a copy of the proposed amendments and

It was MOVED Slonim

That the proposed amendments to the following By Laws:

By-law 2: Seal of the College

By-Law 9 : Banking and Finance

By Law 12: Execution of Documents, Summons, Notices and Orders

By Law 16: Code of Ethics and Practices for Members

By Law 17: Procedure for making, amending or revoking By Laws

By Law 18: Fees

By Law 25: The Register and Related Matters

be approved.

CARRIED

- .04b **Minister's Advisory Group on Mental Health Strategy**
The Council received the draft copy of the College's response to the discussion paper entitled "Every Door is the Right Door" which was released on July 13-14, 2009 by the Ministry of Health and Long-Term Care at the Mental Health and Addictions Strategy Summit in Toronto for providers and consumers of mental health services.

This report was to provide the starting point for discussions on a 10-year plan for the province's mental health strategy. The Ministry invited consultations on the discussion paper from professionals and the community. The Executive Committee reviewed the report at their meeting on July 22, 2009 and appointed a taskforce to prepare a response to the discussion paper.

The Council reviewed the College's response and commented that the response was excellent and made some suggestions for clarification. The Registrar will incorporate the suggestions made by Council and provide the revised submission to the Executive Committee for review. The Ministry has not specified a deadline date for submitting the feedback.

- .04c **Bill 179 - Amendments to Regulated Health Professions Act, 1991 (RHPA)**
Bill 179 passed second reading on May 25, 2009 and was referred to the Standing Committee on Social Policy which is holding public hearings on September 28-29, 2009. The Colleges were invited to make an oral presentation to the Standing Committee or a written submission and the deadline date for written submissions was September 25, 2009. At the Council meeting on June 19, 2009, the Council delegated the Executive Committee to review the College's draft response prior to submission.

The Council received a copy of the College's response and the submission from the Federation of Health Regulatory Colleges of Ontario (FHRCO). The President of FHRCO will be making an oral presentation to the Standing Committee.

At the conclusion of the hearings, the Standing Committee will make a report to the legislature and then bill will move forward to 3rd reading. The Registrar will monitor the Standing Committee hearings and responses from other stakeholders.

**It was MOVED Evans
That the College submission in response to Bill 179 be received.**

CARRIED

2009.03.05

Business issues

.05a Reports from Committees and Taskforces:

Annual Reports

The Council received the following Annual Reports for 2008-2009:

Quality Assurance Committee:

The Chair of the Quality Assurance Committee commented that this year they received 100% compliance from members with respect to returning the Self Assessment Guide and Professional Development Plan.

It was MOVED Pomichalek

That the Annual Report 2008-2009 from the Quality Assurance Committee be accepted.

CARRIED

Client Relations Committee:

The Council commented that the people who are eligible for receiving the funding for therapy be advised that such a fund is available and the process to access the fund.

It was MOVED Mercier

That the Annual Report 2008-2009 from the Client Relations Committee be accepted.

CARRIED

Council

It was MOVED Brown

That the Annual Report 2008-2009 from Council be accepted.

CARRIED

Executive Committee

It was MOVED Pomichalek

That the Annual Report 2008-2009 from the Executive Committee be accepted.

CARRIED

Committee Activities from June 2009 to September 2009

(1) Registration Committee

The Council received a report on the activities of the Registration committee from June 20, 2009 to September 25, 2009.

Dr Adrienne Perry commented the Annual Report from the Registration Committee will be provided to the Council meeting in December 2009.

It was MOVED Perry

**That the Report from the Registration Committee be accepted.
CARRIED**

(2) Inquiries, Complaints and Reports Committee (ICRC)

This committee was formerly named the Complaints Committee and after June 4, 2009 it is called the Inquiries, Complaints and Reports Committee (ICRC). The Council received a report on the activities of the ICRC from June 1 to August 31, 2009. The Director: Investigations and Hearings gave a brief explanation of the differences between complaints and reports as defined in the amended *Regulated Health Professions Act, 1991(RHPA)*.

It was Moved Slonim

That the report on the Inquiries, Complaints and Reports Committee activities from March 2009 to June 2009 be received.

CARRIED

(3) Jurisprudence and Ethics Examination: Final Report on 2008-2009 Examination

The Council received the final report on the 2008-2009 Jurisprudence and Ethics Examination.

It was MOVED McKegney

That the final report on the 2008-2009 Jurisprudence and Ethics Examination be received.

CARRIED

(4) Agreement on Internal Trade (AIT) Implementation

The amended AIT has now been signed and all provinces have agreed to make needed changes to their regulations to comply with the provisions of the amended AIT to facilitate mobility of regulated professionals between provinces.

The College will be required to register people who are already registered to practice in another jurisdiction without further assessment of training or material examination. The College will not

be able to conduct an oral interview for candidates moving under the AIT but can still require the Jurisprudence and Ethics Examination. The JEE will need to be available more frequently or in a different format.

The AIT Implementation Taskforce (Mr Tim Hill, Chair, Registration Committee, Dr Clarissa Bush, former Chair, Registration Committee, Registrar, Deputy Registrar and Director: Registration & Administration) considered whether the JEE can be offered more frequently by having other provincial regulators conduct the exam on behalf of the College for candidates from their jurisdiction who wish to move to Ontario. The Registrar has also consulted with the Chair of the Jurisprudence and Ethics Examination Committee and the consultant regarding validity and security of the examination. The Registrar will keep the Council informed of the responses from the Chair of the JEEC and the consultant.

The Council received a memo from the Registrar and proposed amendments to the College's registration regulation from the AIT Implementation Taskforce. The AIT applies only to registered regulated professionals. The College will continue to register candidates with Ph.D. degree as psychologists and candidates with Masters Degree as Psychological Associates. The proposed amendments were reviewed by the Registration Committee at a plenary session.

The Council discussed the proposed registration amendments. In response to a question on the discussion at the Council meeting in June 2009, the Deputy Registrar commented that the provincial regulators have decided not to send the letter that they were going to send to their Governments regarding entry level requirements in Alberta. The Association of Psychology Regulatory Organizations (ACPRO) is considering developing National Standards for entry level requirements. Under the Mutual Recognition Agreement (MRA) all jurisdictions still agree on the Core Competencies and foundational knowledge requirements but a standardized method for evaluation is needed. The Registrar commented that the Mutual Recognition Agreement (MRA) will now be replaced by the AIT.

The Colleges are encouraged to monitor and report any consequences of mobility under the AIT.

It was MOVED Evans

That the proposed amendments to registration regulation to comply with requirements under the Agreement for Internal Trade (AIT) be approved for circulation to stakeholders for consultation.

Recorded Vote:

In Favour: 8 Professional Members

4 Public Members
Opposed: 1 Professional Member
Abstention: 2 Public Members
CARRIED

- .05b Financial:
(1) Audit 2008-2009
(a) Audited Financial Statements for year ending May 31, 2009
Presentation by the Auditor

The President welcomed Mr. Vinay Raja, Auditor, Clarke Henning LLP to the Council meeting and invited him to present the Audited Financial Statements for the year ending May 31, 2009 to the Council. Mr. Raja commented that the FAC had reviewed the draft Audited Financial Statements at their meeting on September 9, 2009.

Mr. Raja discussed the following documents that had been provided to Council:

Independence letter
Audit Findings Report
Draft Financial Statements 2008-2009

Mr. Raja explained that the Independence letter confirms that the College and the Auditing firm are financially independent of each other during the period from June 1, 2008 to May 31, 2009 in accordance with the Canadian generally accepted accounting principles. In the Audit Findings Report, the responsibilities of the auditor, the FAC and the Council are described.

Draft Financial Statements:

Mr. Raja congratulated the College on a very clean audit and said that the audit went well. There were no unusual transactions and no issues that needed to be discussed with the management. The College is in a very healthy financial position and has a surplus of the end of the financial year 2008-2009. Mr Raja also provided a one-page summary of the Audited Financial Statements. The College is now required to post the Audited Financial Statements on the College's website and to include them in the Annual report to the Ministry of Health and Long-Term Care.

It was MOVED Lacroix
That the Council approve the Audited Financial Statements for
the year ending May 31, 2009.

CARRIED

The Council thanked Mr. Raja for attending the Council meeting and providing a very clear report. The Council also congratulated the Staff on the excellent financial management.

(b) Report from the Finance and Audit Committee (FAC) to Council
The FAC reported that they met with the auditor on September 9, 2009 to review the draft Audited Financial Statements for the year ending May 31, 2009 and recommended that the Audited Financial Statements be brought to the Council meeting on September 25, 2009 for approval. The FAC also reviewed the Fees for Annual Registration renewal and examinations and recommended that the fees be held at the current level.

**It was MOVED Brown
That Council accept the Audited Financial Statements for the
year ending May 31, 2009.**

CARRIED

(c) Appointment of Auditor for 2009-2010

**It was MOVED McFarlane
That the Auditing firm of Clarke Henning LLP be appointed as
auditors of the College's Financial Statements for the year
2009-2010.**

CARRIED

(2) Variance Report to May 31, 2009

The Council received the Variance Report to May 31, 2009. The report was reviewed by the FAC at their meeting on September 9, 2009. The expenses related to Federation of Health Regulatory Colleges of Ontario (FHRCO) are higher this year. The Federation hired an external consultant to develop a response to Bill 179 and also hired a Coordinator and the expenses were shared between the FHRCO Colleges. As the President of FHRCO, the Registrar attended the CLEAR conference in Anchorage, Alaska.

The Registrar commented that the College does not normally seek cost recovery in Discipline proceedings, except in very protracted hearings.

**It was MOVED Rampersad
That the Variance report to May 31, 2009 be received.**

CARRIED

At this time, the President stepped out of the Council meeting briefly and the Vice-President took over as the

Chair. The President returned to meeting a few minutes later and resumed the Chair.

(3) Reserve Fund proposal

The Registrar proposed that the College consider setting up the following Reserve Funds:

Website Development Reserve Fund:

In 2008-2009, the College set up a Website Development Reserve fund in the amount of \$100,000. At the end of the year, approximately \$87,000 was used from the fund for expenses related to Web page Development and the fund now has a balance of \$13,000.

The Registrar proposed that the fund be maintained for ongoing expenses related to further development and changes that need to be made so that the College's registration and Investigations and hearings databases are compatible with the website. The FAC considered the Registrar's proposal at their meeting on September 9, 2009 and recommended to Council that \$80,000 be added to the Website Development Reserve Fund and the fund be renamed the Website and Database Development Reserve Fund.

**It was MOVED Brown
That \$80,000 be added to the Website Development Reserve Fund and the fund be renamed the Website and Database Development Reserve Fund.**

CARRIED

Premises Reserve Fund

The College's lease expires at the end of December 2011 and until the Council makes a decision on whether the College will move, purchase a property or renegotiate the lease for the current space, the Registrar recommended that the College set up a Premises Reserve Fund in the amount of \$1,000,000. The FAC discussed the proposal at their meeting on September 9, 2009 and agreed with the Registrar's suggestion and brought the recommendation to Council.

**It was MOVED Slonim
That, as suggested by the auditor, a Premises Reserve Fund be set up in the amount of \$1,000,000.**

CARRIED

It was MOVED Slonim

That a Premises Planning Committee be appointed to serve for a 2 year period. The following members will serve on the Premises Planning Committee:

**Ivan McFarlane
Ian Brown
Dalia Slonim
Peter McKegney**

Staff Support:

Registrar

Director: Registration & Administration

CARRIED

- .05c ASPPB Annual General Meeting October 2009 & mid-year Meeting in April 2010.

The Annual General meeting of the Association of State and Provincial Psychology Boards (ASPPB) is being held from October 28 - November 1, 2009 at Coeur D'Alene, Idaho. The President and the Vice-President will be attending the meeting. The College supported the nomination of Dr Joseph Rallo for the position of President Elect of the ASPPB.

Mr Robert Gauthier and Dr Milan Pomichalek will attend the mid-year meeting of the ASPPB to be held in April 2010.

- .05d On-Line Journal Subscription: Status Report

The College had surveyed the membership and found that members expressed interest in having access to On-Line Journal Subscription. The Registrar hired a Masters student in the Library Science program to conduct research into various providers that provide access to the journals that the membership wanted to access on-line, the user friendliness of the various sites, user support provided and to recommend a particular provider.

The Registrar reviewed the report and the technical specifications with the IS Administrator at the College and is now in the process of finalizing the provider. The College will need to decide whether the access will be provided through the College website or directly through the provider. The Registrar commented that the project is likely to cost about \$32,000 US which is more expensive than the \$32,000 (Canadian funds) which was allocated in the 2009-2010 budget.

- .05e Ontario Fairness Commission Audit of Registration Practices: Status Report

The Registrar, the Director: Registration & Administration and the Auditor met with the Fairness Commission to discuss the Audit of Registration Practices of the College. The template for the audit was changed by the OFC and the new template is not ready at this time. The firm of Clarke Henning is conducting the audit now and may need to return when the new template is ready. The Colleges are not legally required to publish the results from the audit.

2009.03.06
.06a

Other Business

Dates for Council meetings in 2009-2010:
The Council confirmed the following dates for Council meetings:

Friday December 11, 2009
March 26, 2010
June 18, 2010

2009.03.07

Adjournment

There being no further business

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

CARRIED

The Council meeting was adjourned at 2:30PM.

Dorothy Cotton, Ph.D., C. Psych, President

Dr. Ivan McFarlane, Vice-President

Minutes approved at the Council meeting on December 11, 2009