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## COUNCIL MEETING

## 2022.02

To view the Meeting Materials and Briefing Notes corresponding to these Minutes please click [here](#).

### **JUNE 17, 2022**

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#### **PRESENT:**

**Wanda Towers**, Ph.D., C.Psych., President  
**Marjory Phillips**, Ph.D., C.Psych., Vice-President  
**Paula Conforti**, Dip.C.S., C.Psych.Assoc.  
**Marilyn Keyes**, Ph.D., C.Psych.  
**Carolyn Kolers**, Public Member  
**David Kurzman**, Ph.D., C.Psych.  
**Archie Kwan**, Ph.D., C.Psych.  
**Conrad Leung**, M.ADS, BCBA  
**Melanie Morrow**, M.A., C.Psych.Assoc.  
**Ian Nicholson**, Ph.D., C.Psych.  
**Cenobar Parker**, Public Member  
**Fred Schmidt**, Ph.D., C.Psych.  
**Paul Stopciati**, Public Member  
**Kendra Thomson**, Ph.D., BCBA-D  
**Scott Warnock**, Public Member

#### **REGRETS:**

**Ilia Maor**, Public Member  
**Nadia Mocan**, Public Member  
**Adrienne Perry**, Ph.D., C.Psych.  
**Esther Vlessing**, Public Member

#### **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**, Director, Corporate Services  
**Caitlin O’Kelly**, Assistant to the Registrar, Recorder

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#### **2022.02.00 CALL TO ORDER**

The Registrar called the meeting to order at 9:00AM. The meeting was held virtually by Zoom and livestreamed on YouTube.

The Registrar welcomed new Council members Dr. Fred Schmidt representing District 1 (North), Dr. Ian Nicholson representing District 2 (Southwest) and returning Council member Dr. Wanda

Towers representing District 3 (Central) and Dr. Adrienne Perry who was reappointed to an academic Council seat. The Registrar also welcomed one new public member recently appointed to the College Council, Ms. Carolyn Kolers. Also joining Council are Mr. Conrad Leung and Dr. Kendra Thomson who have been newly appointed to the College Council as non-voting members representing the profession of Applied Behaviour Analysis.

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### **2022.00.00B ELECTIONS TO THE EXECUTIVE COMMITTEE**

The Registrar informed the Council that the first order of business was the election of the Executive Committee and confirmed that Council members had received the *Statements of Interest* submitted by those wishing to run for positions on the Executive.

The Registrar confirmed that *Statements of Interest* had been received for the following positions: President, Vice-President, one Professional Member and two Public Members. Prior to each election, the Registrar provided Council members with the opportunity to ask questions of each candidate.

The Registrar announced that since only one nomination had been received for the position of President, Dr. Wanda Towers was acclaimed as President.

The Registrar announced that since only one nomination had been received for the position of Vice-President, Dr. Marjory Phillips was acclaimed as Vice-President.

*By-law 21: Committee Composition* requires four members of the Council, who are members of the College, to be on the Executive Committee. Dr. Wanda Towers, as President, and Dr. Marjory Phillips as Vice-President fill two of these seats. To satisfy the requirement that every Committee have Psychological Associate representation, Ms. Paula Conforti as the only Psychological Associate member on Council, was acclaimed to one of the two remaining Professional Member seats. After a call for nominations from the floor to fill the remaining professional member seat, Dr. Ian Nicholson's name was put forward and he was acclaimed.

*By-law 21: Committee Composition* requires the Executive Committee have two members appointed to the College Council by the Lieutenant Governor in Council. Since there were only two nominations submitted for these positions, Mr. Scott Warnock and Mr. Paul Stopciati were acclaimed to these seats.

### **Executive Committee 2022-2023**

Wanda Towers, Professional Member, President  
Marjory Phillips, Professional Member, Vice-President  
Paula Conforti, Professional Member  
Ian Nicholson, Professional Member  
Paul Stopciati, Public Member  
Scott Warnock, Public Member

The Registrar congratulated the new Executive Committee and requested that the President, Dr. Wanda Towers, take the Chair and conduct the proceedings of Council. The President began the

meeting with a land acknowledgement statement in recognition and respect for Indigenous peoples.

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## **2022.02.01 APPROVAL OF THE AGENDA AND MINUTES**

### **.01A APPROVAL OF AGENDA**

**It was MOVED by M. Phillips**

**That the Agenda for the Council Meeting be approved as presented.**

**CARRIED**

### **.01B DECLARATIONS OF CONFLICTS OF INTEREST**

The President asked if any members of Council wished to declare a conflict of interest pertaining to the items on the Agenda. No declarations were made however, Council recognized that as item .03D FAC Policy Reviews related to Council and Committee per diems, this posed an unavoidable conflict for all professional members. The President reminded Council members that the potential for conflicts should be kept in mind throughout the meeting and declarations made at any time, if appropriate.

### **.01C MINUTES FROM THE COUNCIL MEETING 2022.01 MARCH 11, 2022**

**It was MOVED by D. Kurzman**

**That the Minutes from the Council Meeting 2022.01 of March 11, 2022, be approved as presented.**

**CARRIED**

**It was MOVED by M. Phillips**

**That the IN CAMERA Minutes from the Council Meeting 2022.01 of March 11, 2022, be approved as presented.**

**CARRIED**

### **.01D REVIEW OF ACTION LIST**

The Council reviewed the Action List drawn from the minutes of the previous meeting and noted items that were completed, outstanding or on the Agenda at today's meeting.

The Registrar discussed the following item from the Action List:

- Hire a project researcher to develop a report to further Council's decision to close master's level registration.

The Registrar reported that Dr. Paula Garshowitz has agreed to take on this work as project researcher. Dr. Garshowitz's background is in health College regulation, and she was the former Registrar for the College of Optometrists of Ontario. She brings a strong understanding of regulation to this role and has been working with the College as the Project Lead for the implementation for ABA regulation.

### **.01E COUNCIL MEETING EVALUATION REVIEW**

The Council reviewed the March 11, 2022, Council Meeting Evaluation results. There were no questions or comments.

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## 2022.02.02 CONSENT AGENDA

The Consent Agenda was received.

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## 2022.02.03 POLICY ISSUES

### **.03A POLICY II-4(II): SUPPORT TO WITNESSES AT HEARINGS**

The Deputy Registrar provided Council with a Briefing Note outlining recommended amendments to *Policy II-4(iii): Support to Witnesses at Hearings*. The amendments remove redundancies with other College policies but also recognized the need to avoid a perception of bias by moving responsibility for consideration of an application for support for College witnesses from the Discipline Committee. The Council reviewed and discussed the proposed amendments.

**It was MOVED by P. Stopciati**

**That amendments to *Policy II-4(iii): Support to Witnesses at Hearings* be approved. CARRIED**

### **Action Item Office of the Registrar**

Amend *Policy II-4(iii): Support to Witnesses at Hearings* in the *Colleges Policies and Procedures Manual*.

### **.03B NEW POLICY III-F7: RATE SCHEDULE FOR AUTHORIZED PROFESSIONAL SERVICES**

The Deputy Registrar provided Council with a Briefing Note describing a proposed new policy; *Policy III-F7: Rate Schedule for Authorized Professional Service*. In the spring 2022, the Board of Directors of the Ontario Psychological Association (OPA) decided it would no longer establish a rate schedule for the profession. It was noted that a number of College policies or processes reference “the schedule of fees currently published for the profession” which has been adopted as that set by the OPA. As the professional association is no longer setting this rate, the Executive Committee recommended that the College establish a policy to set out a maximum rate as it pertains to College contracted services. The Executive recommended the rate of \$225 per hour, which was the most recent rate recommended by the professional association. The Council reviewed and discussed the proposed policy.

It was clarified that this policy only pertains to College contracted services and is not related to the fees a member may establish for their practice as the College does set the fee rates for members. This is addressed in *College’s Standards of Professional Conduct, 2017* section 11.1 *Fees and Billing Arrangements*:

“Members must reach an agreement with an individual, group or organization concerning the psychological services to be provided, the fees to be charged and the billing arrangements prior to providing psychological services. Any changes in the services to be provided must be agreed to by the client before service is delivered or fees are changed. Fees must be based on amount of time spent and complexity of the services rendered.”

In recommending the rate of \$225, the Executive Committee noted that this was the last rate set by the association and is the rate the College currently uses. Concern was expressed that this rate may be viewed as too low and therefore result in difficulty attracting members to undertake necessary work. The Registrar reported that to date no issues have been encountered in using

this rate to obtain the services of members to act as experts, for example. Similar to other College policies, this policy, including the rate of \$225, will be reviewed every three years but can be reviewed sooner if it is seen to be necessary.

In response to a suggestion that the College not set a maximum rate, it was explained that this would have significant consequences especially within the area of ICRC. For example, using a set rate the College is able to inform a member who is required to undertake coaching or remediation of their cost. As well, having a set rate removes the need for the College to enter into fee negotiations each time a service is required. It was also noted that the maximum rate is per hour and that if an expert was reviewing a difficult and complex case, there is no maximum set on the number of hours this may take which will be billed. Following this discussion, Council agreed that it is better to establish a maximum rate rather than to leave it open-ended.

As a point of process, it was noted that should the professional association decide to set a rate in future, this policy could go back to the Finance and Audit Committee for their consideration.

**It was MOVED by S. Warnock**

**That *Policy III-F7: Rate Schedule for Authorized Professional Services* be approved with the amendment that the next review date be changed:**

**From: 2025/2026**

**To: 2025/2026 or earlier as required.**

**CARRIED**

**Action Item Office of the Registrar**

Amend *Policy III-F7: Rate Schedule for Authorized Professional Services* in the *Colleges Policies and Procedures Manual*.

### **.03C FINANCE AND AUDIT COMMITTEE POLICIES FOR REVIEW**

The Registrar provided Council with a Briefing Note outlining the recommended amendments to several Finance and Audit Committee policies that were due for review.

**It was MOVED by P. Stopciati**

**That the following policy amendments be approved:**

- ***Policy III F – 1: Budget Development***
- ***Policy III F – 3: Financial Reporting***
- ***Policy III F – 4: Per Diems & Council and Committee Compensation***
- ***Policy III F – 5: Expense Reimbursement***
- ***Policy III F – 6: Registrar's Expense Approval***
- ***Policy III P – 1: Employee Compensation and Benefits***
- ***Policy III P – 2: Presentation Honoraria and Expenses***

**CARRIED**

**Action Item Office of the Registrar**

Amend the following policies in the *Colleges Policies and Procedures Manual*:

- ***Policy III F – 1: Budget Development***
- ***Policy III F – 3: Financial Reporting***
- ***Policy III F – 4: Per Diems & Council and Committee Compensation***
- ***Policy III F – 5: Expense Reimbursement***

- *Policy III F – 6: Registrar’s Expense Approval*
- *Policy III P – 1: Employee Compensation and Benefits*
- *Policy III P – 2: Presentation Honoraria and Expenses*

**.03D EXECUTIVE COMMITTEE POLICIES FOR REVIEW**

The Registrar provided Council with a Briefing Note outlining the recommended amendments to several Executive Committee policies that were due for review.

**It was MOVED by P. Conforti**

**That the following policy amendments be approved:**

- *Policy I - 2: Council & Committee Orientation and Training*
- *Policy I – 2a: Code of Conduct*
- *Policy I – 4: Observers and Guests at Council Meetings Procedures and Policy*
- *Policy I – 13: Non-voting Psychological Associate Council Member*

**CARRIED**

**Action Item Office of the Registrar**

Amend the following policies in the Colleges *Policies and Procedures Manual*:

- *Policy I - 2: Council & Committee Orientation and Training*
- *Policy I – 2a: Code of Conduct*
- *Policy I – 4: Observers and Guests at Council Meetings Procedures and Policy*
- *Policy I – 13: Non-voting Psychological Associate Council Member*

**.03E NEW POLICY 1-14: SUCCESSION PLAN FOR THE POSITION OF REGISTRAR & EXECUTIVE DIRECTOR**

The Registrar provided Council with a Briefing Note describing proposed *Policy I-14: Succession Plan for the Position of Registrar & Executive Director*. In 2015, the College Council approved the *Succession Plan for the Position of Registrar & Executive Director*. At that time, a working group was established to consider the steps to be taken in the event that the position of Registrar & Executive Director became vacant. The approved Plan addressed both planned and emergency vacancies. The *Plan* has remained as a standalone document since its development although, as required, it has been updated every year following the June Council meeting. The Executive Committee is recommending the standalone document be moved into official College policy.

**It was MOVED by C. Parker**

**That draft *Policy I-14: Succession Plan for the Position of Registrar & Executive Director* be approved.**

**CARRIED**

**Action Item Office of the Registrar**

Add *Policy I-14: Succession Plan for the Position of Registrar & Executive Director* in the Colleges *Policies and Procedures Manual*.

**.03F SUBMISSION ON BILL 106 – REGISTRATION BARRIERS**

On April 14, 2022, Bill 106, [Pandemic and Emergency Preparedness Act, 2022](#) received Royal Assent. This statute contains a number of provisions related to emergency preparedness with [Schedule 6](#) of particular interest to the health Colleges. As noted in a memo from Mr. Sean Court,

Assistant Deputy Minister, Ministry of Health, the Schedule amends the *Regulated Health Professions Act, 1991* to:

- Prohibit health regulatory Colleges from requiring applicants to have Canadian experience unless an exception is provided in the regulations;
- Require timely registration decisions;
- Streamline requirements for demonstrating language proficiency;
- Require health regulatory Colleges to have emergency classes of registration to enable expedited registration where necessary; and
- Provide regulation making power to operationalize these changes.

The proposed regulation was posted on the Ontario Regulatory Registry with requests for consultation submissions by June 10, 2022. The proposed regulation was discussed at the Executive Committee meeting of May 6, 2022, and the Registrar & Executive Director was directed to prepare a submission on behalf of the College. Given the June 10, 2022 deadline, it was not possible for the proposed submission to be approved by Council. The Executive Committee reviewed the proposed submission and approved it on behalf of the Council. This submission is consistent with the information provided to Mr. Court regarding *Governance Reform and Regulatory Modernization* on February 22, 2022.

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## **2022.02.04 BUSINESS ISSUES**

### **.04A PRESIDENT'S REPORT**

The Council reviewed the President's Report for the fourth quarter. There were no questions or comments.

### **.04B REGISTRAR & EXECUTIVE DIRECTOR'S REPORT**

The Council reviewed the Registrar's Report for the fourth quarter. There were no questions or comments.

### **.04C REGISTRATION COMMITTEE QUARTERLY REPORT**

The Council reviewed the fourth quarter report and there were no questions or comments. Dr. Phillips reported that the Supervision Resource Manual revision has been distributed to the membership for consultation and that the Registration Committee will be undertaking a review of the Oral Examination process.

### **.04D INQUIRIES, COMPLAINTS AND REPORTS COMMITTEE QUARTERLY REPORT**

The Council reviewed the fourth quarter report and there were no questions or comments.

### **.04E DIRECTORS OF CLINICAL TRAINING PROGRAMS MEETING REPORT**

An oral report was provided regarding the meeting of the Directors of Clinical Training and the Internship Directors held on May 5, 2022. Topics included:

- CPA Accreditation Standards changes and implementation of EDI practices
- Impacts of Covid 19 on clinical training
- Emerging gaps in training
- Masking; teletherapy: Impact on training
- Self-care

#### **.04F SIGNING OFFICERS**

As Dr. Wanda Towers has been re-elected President and Dr. Marjory Phillips re-elected as Vice-President their names will continue to be on list of signing officers. As well, since the President resides outside of the GTA, Ms. Paula Conforti will continue to be on the list of signing officers as per section 9.8.5 of *By-law 9: Banking and Finance*.

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#### **2022.02.05 STRATEGIC ISSUES**

##### **.05A STRATEGIC DIRECTION IMPLEMENTATION UPDATE**

The Registrar provided the Council with the updated *Strategic Direction Implementation Table*. This table is used to chart the work undertaken and accomplished in fulfilling the College's Strategic Direction. Items added since the Council Meeting of March 11, 2022, were shown in **Bold**.

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#### **2022.02.06 OTHER BUSINESS**

##### **.06A NEXT COUNCIL MEETINGS:**

- September 23, 2022
- December 16, 2022

Council discussed the future of in person meetings. The September meeting will be virtual. Executive is discussing have the spring meeting be in person and combined with a training day.

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#### **2022.02.07 ADJOURNMENT**

There being no further business,

**It was MOVED by S. Warnock  
That the Council Meeting be adjourned. CARRIED**

The Council Meeting was adjourned at 11:03AM.

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Wanda Towers, Ph.D., C.Psych., President

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Marjory Phillips, Ph.D., C.Psych., Vice-President

**Minutes approved at the Council Meeting on September 23, 2022.**