

	College of Kinesiologists of Ontario Council Meeting Minutes
Date/time of meeting	Monday, December 3 rd , 2018 at 9:30 a.m.
Chair	Ken Alger
Note Taker	Danae Theakston
Present	Derek DeBono, Mary Pat Moore, Marilyn Bartlett, Michelle Meghie, Stephanie Moser, Lori Anne Beckford, Michelle Young, Elwin Lau, Ryan Wight, Ken Alger, Chad McCleave, Jennifer Pereira, Jenn Bushell, Kalen Johnson, Graydon Raymer (Teleconference)
Regrets	Nelson Amaral, Steve Anderson, Nicole DiFilippo
Staff/guests in Attendance	Staff: Brenda Kritzer, Nancy Leris, Danae Theakston, Eric Bruce, Magda Reder, Tracey Scott Guests: Doug Ross (MOHLTC)
Conflict of Interest	President Ken Alger provided an overview on the importance of declaring conflicts of interest and how Council's role is to make decisions in the public interest. No conflicts of interest were declared.
Constitution of the Meeting	As a notice of the meeting had been duly given in accordance with the by-laws of the College of Kinesiologists of Ontario and a quorum was present, the meeting was duly constituted for the transaction of business.
Approval of Agenda	UPON A MOTION duly made by Ryan Wight and seconded by Kalen Johnson, it was resolved that the agenda be approved. Carried.
Approval of Minutes	UPON A MOTION duly made by Mary Pat Moore and seconded by Marilyn Bartlett, it was resolved that the Minutes of September 10-11, 2018 be approved with the revision of correcting member attendance. Carried.
	Action Items Review
	<ul style="list-style-type: none"> • Add the fee breakdown to the College's website, perhaps under the membership portal. • Add information to the website regarding the advantage of being a regulated health professional. • Schedule a facilitated discussion regarding Core Competencies.
	Committee Reports Discussion
	Reports were provided by ICRC, Quality Assurance, Registration and Planning and Finance regarding their Committees as well as a performance plan for Q1, which highlighted committee meetings, activities and discussions that took place since the previous Council meeting.

	<p style="text-align: center;">Examination Appeals Committee Appointment</p> <p>Due to the need for an Examination Appeals Committee meeting to take place on December 3rd in order to provide a timely decision regarding the applicants appeal, and only two members of the committee being available to meet today, a resolution to appoint Jennifer Pereira to the Examination Appeals committee was brought forward.</p> <p>UPON A MOTION duly made by Derek DeBono and seconded by Stefanie Moser, it was resolved that the Jennifer Pereira be appointed as a member of the Examination Appeals committee. Carried.</p>
	<p style="text-align: center;">Appointment of non-Council committee members</p> <p>An updated committee slate was brought forward with the addition of new non-Council committee members.</p> <p>UPON A MOTION duly made by Jennifer Pereira and seconded by Elwin, it was resolved that Council approved the revised 2018/2019 committee slate. Carried.</p> <p>Following the motion being carried, Ryan Wight noted that his name was not listed under the Registration Committee on the slate. UPON A MOTION duly made by Kalen Johnson and seconded by Mary Pat Moore, council approved to have the slate amended to name Ryan Wight to the Registration committee. Carried.</p>
	<p style="text-align: center;">Communications Update</p> <p>Danae Theakston, Communications Officer, provided an update on the current Communications goals and strategies. Highlighting the university visits, Danae proposed engaging students in lower years as well as upper years for their presentations. This provides an opportunity to provide information about the College and the profession of Kinesiology early on in their university career to ensure it is a consideration as a profession.</p>
	<p style="text-align: center;">BREAK</p>
	<p style="text-align: center;">President's Report</p> <p>Ken Alger, President, provided an update on the CNAR Conference that he attended in October. Key highlights that Ken noted and shared with the Council included:</p> <ul style="list-style-type: none"> - A presentation on the notion of self-regulation and disruptive strategy in areas of online reviews - If you're looking for someone who's operating in the profession, who do you usually go to get those recommendations? Friends, family, etc. - Disruption comes about due to excess capacity - #MeToo movement. Focus on the high profile allegations in the regulatory context. - McMaster health forum report – individuals who had participated in the

	public consultation who spoke to the process.
	<p style="text-align: center;">Amendment to the Reserve Funds Policy</p> <p>Eric Bruce, Director of Professional Conduct, spoke to the amendments made to the Reserve Funds Policy which helps to clarify what the reserve funds are used for as well as updates related to the therapy and council reserve funds to meet the code. The recent amendments to the legislation expanded the criteria for eligibility, so the reserve fund policy was amended to bring our policy up to legislative standards.</p> <p>Upon a motion duly made by Chad McCleave and seconded by Elwin Lau, be it resolved that the Council approve the revised College’s Reserve Fund Policy as appended to this resolution. Carried.</p>
	<p style="text-align: center;">Amendments to the Terms of Reference for the Planning and Finance Committee</p> <p>Discussion took place during an Executive Committee meeting to amend the terms of reference to include the appointment of having a public member and the appointment of a Chair of the Finance and Planning Committee. This amendment places a focus on the transparency that the College is always striving for, and in turn will help to lower risk by ensuring we are being open and transparent in our financial decisions.</p> <p>Upon a motion duly made by Stefanie Moser and seconded by Michelle Young, be it resolved that the Council approve the amendments to the Terms of Reference for the Planning and Finance Committee. Carried.</p>
	<p style="text-align: center;">Registration: Renewal Statistics Presentation</p> <p>Magdalena Reder, Examination and Registration Coordinator, provided a presentation which outlined the College’s statistics following the 2018 renewal phase. Key highlights included:</p> <ul style="list-style-type: none"> - the addition of “do not identify” to the gender portion of the renewal form - addition of deeper definitions of clinical versus non-clinical on the nature of practice portion of the renewal form - practice area – addition of more areas of practice based on the number of people who responded <i>other</i> and <i>not applicable</i> - addition of the ability to select multiple areas of practice instead of just selecting ONE for the primary
	LUNCH
	<p style="text-align: center;">Council Development-The Practice of Kinesiology (#3)</p> <p>As an ongoing opportunity for our Council members to learn more about the field of kinesiology and the roles kinesiologists hold, Kinesiologists were invited to present to Council their roles and the work they do as a kinesiologist. Kathie Sharkey, R.Kin, presented to Council.</p>

Council Development – Peer and Practice Assessment Presentation

Sue Behari, Director of Quality Assurance, provided an update on the Spring 2018 Peer and Practice Assessment, making note of the College’s decision to increase the number of Peer and Practice Assessments to 34 for the Fall 2018 cycle.

The College was joined by Alexandra Roshan, R.Kin, who spoke to her experience in completing the Peer and Practice Assessment and learning opportunities that came forward from the assessment.

	College of Kinesiologists of Ontario Council Meeting Minutes
Date/time of meeting	Tuesday, December 4, 2018 at 9:30 a.m.
Chair	Ken Alger
Note Taker	Danae Theakston
Present	Ken Alger, Mary Pat Moore, Marilyn Bartlett, Stephanie Moser, Lori Anne Beckford, Elwin Lau, Chad McCleave, Michelle Meghie, Jennifer Pereira, Nicole Difilippo, Nelson Amaral, Derek Debono (Teleconference)
Regrets	Steve Anderson, Graydon Raymer, Ryan Wight, Jennifer Bushell, Michelle Young, Kalen Johnson
Staff/guests in Attendance	Staff: Brenda Kritzer, Nancy Leris, Danae Theakston, Tracey Scott, Magda Reder Guests: Samia Shaheen (MOHLTC)
Constitution of the Meeting	As a notice of the meeting had been duly given in accordance with the by-laws of the College of Kinesiologists of Ontario and a quorum was present, the meeting was duly constituted for the transaction of business.
	Draft Financial Statements
	Due to the College beginning a new fiscal year now running September 1 – August 31, a stub-year audit was conducted. The draft financial statements for the College’s stub year audit report were brought forward to council. MOTION UPON A MOTION duly made by Chad McCleave and seconded by Stefanie Moser that the College approve the financial statements for the period ending August 31, 2018 for circulation, and submission to the Minister of Health and Long-Term Care. Carried.
	Operational Plan
	Brenda Kritzer, Registrar and CEO, provided an update on the College’s Operational Plan, which will be developed in the coming months in alignment with the newly approved budget and fiscal year. Referencing the Q1 performance report, Brenda touched on the key deliverables for each department of the College for the upcoming quarter.
	Draft Budget
	Nancy Leris, Director of Finance, provided an update on the College’s newly developed budget for 2018-2021. MOTION UPON A MOTION duly made by Mary Pat Moore and seconded by Nelson Amaral that the College approve the proposed budget for the period of 2018-2021. Carried.

	BREAK
	<p style="text-align: center;">Travel Policy</p> <p>Brenda Kritzer, Registrar and CEO, presented the updated Travel policy to the College. The policy was updated to reflect current legislation of the Ministry.</p> <p>MOTION</p> <p>UPON A MOTION duly made by Jennifer Pereira and seconded by Nelson Amaral that the College rescind the previous travel policy and replace the newly proposed travel policy, effective December 4, 2018. Carried.</p>
	<p style="text-align: center;">Strategic Planning Update</p> <p>The Strategic Planning Steering Committee, which consists of Brenda Kritzer, Registrar and CEO, Marilyn Bartlett (public member), Mary Pat Moore (public member) and Elwin Lau, R.Kin., met to review the RFPs for a strategic planning facilitator that were submitted to the College. The College received eight responses and selected Christine Forsyth and Associates as the successful candidate.</p> <p>Straw poll – the scheduled March 25-26 Council meeting date will be a closed meeting to the public, to hold a strategic planning workshop. A one-day meeting will be scheduled in April for Council to conduct Council business.</p> <p>Action item – doodle poll for 1-day April meeting</p>
	<p style="text-align: center;">Registrars Report</p> <p>Brenda Kritzer provided a brief update to Council to advise that the College’s new Manager of Registration Services, Keisha Simpson, will start with the College of December 17, 2018. Keisha brings a wide range of experience and background to the College, and we are looking forward to having her join our team.</p>
	LUNCH
	<p style="text-align: center;">Council Development - Presentation – “The Educational Program”</p> <p>Presentation from Mardy Frazer <i>The Educational Program or Detangling Postsecondary Credentials.</i></p> <p>Mardy Frazer provided Council with a presentation highlighting educational programs and the credentials and elements that dictate the different levels of post-secondary education.</p>
	<p style="text-align: center;">Review of Action items</p> <ul style="list-style-type: none"> • Add the fee breakdown to the College’s website, perhaps under the membership portal. • Add information to the website regarding the advantage of being a regulated health professional. • Schedule a facilitated discussion regarding Core Competencies. • Distribute a doodle poll to assist in scheduling the one day Council

	<p>meeting for April 2019.</p> <ul style="list-style-type: none">• Determine if converting the newsletter to a podcast would be feasible• Addition of specific areas to the Registration form to better target collection of data for the College and members• Peer and Practice Assessment – the development of a buddy system/evaluation of the process of the PPA, specifically the length• Submission of Council member expenses before the end of 2018 calendar year.• Development of a health outcomes survey – further investigate the benefits of a health outcomes survey from members.
	<p style="text-align: center;">Motion for Adjournment</p> <p>Moved by Nelson Amaral and seconded by Nicole Difilippo at 2:41 p.m. Carried.</p>