

College of Kinesiologists of Ontario Council Meeting Minutes- Day 1	
Date/Time of Meeting	Monday, June 26, 2017 at 11:15 a.m.
Chair	Mary Pat Moore
Note taker	Ryan Pestana
Present	Ken Alger (11:15-12:30), Steve Anderson (teleconference until 3:30), Marilyn Bartlett, Lori-Anne Beckford (teleconference), Daniel Crête, Samantha Eyles, Elwin Lau, Chad McCleave, Michelle Meghie (teleconference), Mary Pat Moore, Alexander Stephen, Michelle Young.
Regrets	Nicole DiFilippo, Kalen Johnson, Fergal O'Hagan, Jennifer Pereira, Graydon Raymer, Gennady Vaserbakh.
Staff in Attendance	Staff: Brenda Kritzer, Nancy Leris, Lara Thacker, Cara Moroney, Ugie Ifesi, Magdalena Reder, Ryan Pestana
Guests	Guests: Deanna Rudiak from CG Group
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.
Conflict of Interest	None declared.
Approval of Agenda	UPON A MOTION duly made by Michelle Meghie and seconded by Chad McCleave, it was resolved that the agenda be approved. CARRIED.
Approval of Minutes	UPON A MOTION duly made by Chad McCleave and seconded by Samantha Eyles, it was resolved that the Minutes of March 27, 2017 be approved. CARRIED.
	Action Items from the March 27, 2017 Meeting
	<ul style="list-style-type: none"> • Staff to review the posting of exam results on the website and provide relevant context and disclaimer for use of the data - Complete • Staff to consider outreach to faculty along with students during university visits- On-going • Cara Moroney to amend the definition of Support Personnel in the clinical supervision standard- Complete • Staff to present annual historical registration counts to Council for general and inactive classes- Complete
	College of Nurses Governance Presentation
	<p>Kevin McCarthy, Director of Strategy at the College of Nurses of Ontario (CNO), joined the meeting. He presented on CNO's new proposed governance framework. It was developed over a two-year period by a task force established by Council. The framework was approved in December 2016.</p> <p>Kevin highlighted some key points from the framework, including the proposal to reduce the Council's size from 37 to 12; end elections to Council and move</p>

	<p>to appointments made on the basis of competency; and ensure that an equal number of nurses and public members were appointed to Council. To arrive at the proposed model, the CNO conducted an extensive literature review and looked at other models that could be adopted. Council also participated in a self-assessment.</p> <p>Kevin then took questions. In response to questions regarding how the CNO engaged members and stakeholders in the development of the framework, Kevin explained that extensive consultation would occur during the implementation phase.</p> <p>Anyone may access the reports issued by the CNO Task Force on governance, the background papers and a summary of the recommendations through the CNO website.</p> <p>President Mary Pat Moore thanked Kevin for his presentation.</p>
	<p style="text-align: center;">Audited Financial Statements and Annual Report</p> <p>Audited financial statements</p> <p>Talia Rubin from the accounting firm Crowe Soberman presented the College’s audited financial statements. She noted that the College received a clean audit.</p> <p>MOTION Moved by Chad McCleave and seconded by Elwin Lau that Council accept and approve for publishing the audited financial statements for 2016/2017. Carried.</p> <p>2016/2017 Annual Report</p> <p>President Mary Pat Moore presented the College’s 2016/2017 annual report highlighting the College’s achievements and statistics from the previous year.</p> <p>MOTION Moved by Chad McCleave and seconded by Daniel Crete that Council accept and approve for publishing the 2016/2017 annual report. Carried.</p> <p>New College fiscal year</p> <p>Chad McCleave, Chair of the Planning and Finance Committee, presented a proposal from the Committee to align the College’s fiscal year with the membership year. Currently, the fiscal year is April 1- March 31, and the membership year is September 1- August 31. This difference makes financial reporting challenging and the College’s auditors have recommended aligning the years. Changing the fiscal year to the membership year would have no impact on the membership. Council discussed and accepted the proposal.</p> <p>MOTION Moved by Chad McCleave and seconded by Michelle Young that the College change its fiscal year to the membership year of September 1- August 31. The change will begin on September 1, 2018. Carried.</p>

	<p style="text-align: center;">Executive Committee/President's Report</p> <p>President Mary Pat Moore reported that Council members had completed a survey as part of the Registrar's performance review. Council would be meeting in-camera on Day 2 to discuss the survey.</p>
	<p style="text-align: center;">Registrar's Report</p> <p>Brenda Kritzer presented her report. She noted that Bill 87, the <i>Protecting Patients Act</i>, passed third reading in the Ontario Legislature. The College is working to communicate the changes to kinesiologists and will be further analyzing the impacts of the bill.</p> <p>Brenda reported that the Ministry of Health and Long-Term Care has engaged Deanna Williams, former registrar and CEO of the College of Pharmacists, to look at best practices in dealing with complaints and discipline of sexual abuse matters. Brenda noted that larger colleges with more experience in this area would be consulted. In addition, Deanna will be investigating and commenting on best practices in governance of professions, and will be looking abroad at models in other jurisdictions.</p> <p>Ryan Pestana, Communications Officer, noted that the Federation of Health Regulatory Colleges of Ontario (FHRCO) launched its new public-facing website (www.ontariohealthregulators.ca) on June 1. A radio ad was released across Ontario introducing the new website. Statistics would be provided at the September Council meeting.</p>
	<p style="text-align: center;">Feedback on the Supervision and Education Practice Standard</p> <p>Cara Moroney, Director of Professional Conduct, reviewed the feedback received from consultation on the revised Practice Standard- Supervision and Education of Students and Support Personnel. She noted that the feedback received was positive and that a few minor changes were implemented.</p> <p>Cara noted that many kinesiologists made comments about supervising high school students. Council members clarified that high school students may shadow kinesiologists in certain clinics, but they will never provide treatment. It was decided to change the definition of "student" in the standard to include any student seeking work experience in the field of kinesiology or a related field.</p> <p>MOTION Moved by Daniel Crête and seconded by Elwin Lau that Council approve the changes to the Practice Standard- Supervision and Education of Students and Support Personnel and that it be posted to the website. Carried.</p>
	<p style="text-align: center;">Reports Discussion</p> <p>Reports from each committee were provided in the meeting package provided to Council and posted on the College website. Council reviewed the reports and had no questions.</p>

	<p>Policy on Per Diems and Council and Committee Compensation</p> <p>The College pays Council and committee members according to rates set by the Ontario government for public appointees. The government has made minor changes to meal allowances and rates payable based on attendance. Council was asked to approve these changes. It was suggested to add the mileage rate to the policy.</p> <p>MOTION Moved by Chad McCleave and seconded by Samantha Eyles that Council approve the changes to the Policy on Per Diems and Council and Committee Compensation. Carried.</p> <p>Capital Assets Policy</p> <p>Council was asked to approve a Capital Assets Policy. The College’s auditors recommended that this policy be developed. The policy defines the value at which an item is deemed a capital asset versus an operating expense.</p> <p>MOTION Moved by Chad McCleave and seconded by Michelle Young that Council approve the Capital Assets Policy. Carried.</p>
Adjournment	Meeting adjourned at 3:40 p.m.

	<p>College of Kinesiologists of Ontario Council Meeting Minutes- Day 2</p>
Date/time of meeting	Tuesday, June 27, 2017 at 9:00 a.m.
Present	Steve Anderson (teleconference), Marilyn Bartlett, Lori-Anne Beckford (teleconference), Daniel Crete, Elwin Lau (teleconference- 10), Chad McCleave, Michelle Meghie (teleconference), Mary Pat Moore, Alexander Stephen, Michelle Young
Regrets	Ken Alger, Samantha Eyles, Nicole DiFilippo, Kalen Johnson, Fergal O’Hagan, Jennifer Pereira, Graydon Raymer, Gennady Vaserbakh
	<p>Alternative Dispute Resolution (ADR) Facilitator Policy</p>
	<p>Cara Moroney presented the draft ADR Facilitator Policy. Council already approved a general policy on ADR. This new policy proposes the use a volunteer roster for ADR facilitators. The policy outlines how volunteers would be selected. Cara noted that this is a cost-effective model that will enable the College to use qualified mediators or facilitators to resolve some matters which may be more appropriately dealt with through a mediation model than the investigations and discipline model.</p> <p>MOTION Moved by Lori-Anne Beckford and seconded by Marilyn Bartlett that Council approve for targeted circulation the draft ADR Facilitator Policy. Carried.</p>
	<p>Draft Specialties Assessment Framework</p>
	<p>Brenda Kritzer presented the draft Specialties Assessment Framework. The framework had been circulated for feedback in 2016. The feedback received was generally supportive. York University commented that the College might consider a competency-based model for accreditation.</p> <p>Brenda noted that in March the framework was reviewed by an expert consultant in higher education with extensive experience in the field of kinesiology and in accreditation of higher education programs. The expert had noted in his review that the draft framework is rigorous and thorough.</p> <p>Considerable discussion occurred regarding the potential impact of authorizing the use of specialty titles within the profession of kinesiology. It was noted that kinesiologists are permitted to use titles and credentials which help the public to understand their areas of practice. Council was reminded that the framework requires that anyone applying for authorization to use a specialty title must demonstrate how the public is better protected by such a title.</p> <p>Concerns were raised that if the College were to begin authorizing use of specialty titles, this may cause confusion with the public. It was also noted that there may be confusion as to what a specialty is. Council felt that the impact on the profession of kinesiology should be understood before the College authorizes use of a specialty title. Council requested that staff identify the impact on operations of implementing the Specialties Assessment Framework.</p>

	<p>Elwin Lau and Michelle Young excused themselves from the vote as they were in a perceived conflict of interest. Both are members of the Ontario Athletic Therapist Association, which has submitted a proposal in response to the draft Specialties Assessment Framework.</p> <p>Chad McCleave indicated that he could not vote in favour of accepting the framework.</p> <p>The President declared that a quorum was not available to vote on the Draft Framework.</p> <p>Council agreed that discussion on the framework should be deferred until the September meeting and asked that the analysis of operational impacts be conducted.</p> <p>MOTION Moved by Chad McCleave and seconded by Marilyn Bartlett that Council defer discussion on the framework until the September meeting. Carried.</p> <p>Brenda Kritzer noted that she would provide general feedback to the Ontario Athletic Therapist Association on their proposal.</p>
	<p style="text-align: center;">Registration Policies</p> <p>Ugje Ifesi, Manager of Registration Services, presented changes to various registration policies. The changes were as follows:</p> <ul style="list-style-type: none"> • The Professional Liability Insurance Policy has been revised to add that members may obtain insurance through an employer, so long as it meets the College’s requirements. • The Inactive Policy has been revised to state that members who are registered in the Inactive Class for more than two years will be referred to the Registration Committee upon a request to move to the General Class. • The Police Background Check Policy has been revised and is now titled the Good Conduct Policy. Changes have been made to ensure that good character and conduct are also considered in the application process, not just criminal matters. In addition, the policy now applies to members as well as applicants. • A policy has been created to cover suspended members returning to the General Class following a suspension of more than three years. <p>MOTION Moved by Alexander Stephen and seconded by Daniel Crête that Council approve the changes to the Professional Liability Insurance Policy and that it be posted to the website. Carried.</p> <p>MOTION Moved by Marilyn Bartlett and seconded by Lori-Anne Beckford that Council approve the changes to the Inactive Certificate of Registration and Reinstatement to the General Class Policy and that it be posted to the website. Carried.</p>

	<p>MOTION Moved by Michelle Young and seconded by Michelle Meghie that Council approve the Good Conduct Policy and that it be posted to the website. Carried.</p> <p>MOTION Moved by Daniel Crête and seconded by Chad McCleave that Council approve the Reinstatement to the General Class after Administrative Revocation Policy and that it be posted to the website. Carried.</p>
	<p style="text-align: center;">Sexual Abuse Principles</p> <p>Cara Moroney presented principles created to explain how the College would deal with matters of sexual abuse. The principles are the following:</p> <p><i>When dealing with concerns about sexual abuse, the College will:</i></p> <ul style="list-style-type: none"> • <i>Treat you with sensitivity and respect</i> • <i>Provide you with guidance and support</i> • <i>Address the matter quickly and appropriately</i> • <i>Hire investigators with training and experience in sexual abuse cases</i> • <i>Provide you with some money for you to seek counselling for the abuse suffered</i> <p>MOTION Moved by Michelle Young and seconded by Elwin Lau that Council approve the sexual abuse principles for publication to the College website. Carried.</p>
	<p style="text-align: center;">Registrar’s Performance Review</p> <p>Council moved to an in-camera session to discuss the Registrar’s performance review.</p> <p>Motion to go in-camera made by Daniel Crête and seconded by Marilyn Bartlett.</p>
	<p style="text-align: center;">Fast Tracking of Sexual Abuse Complaints Policy</p> <p>Cara Moroney presented the Fast Tracking of Sexual Abuse Complaints Policy. This policy commits the College to resolving complaints related to sexual abuse within five months unless there are complicating factors, such as multiple complainants. The policy also identifies who is responsible for each step of the complaint process and what will happen within the five-month period. The policy was developed as one way to respond to the <i>Protecting Patients Act</i>.</p> <p>MOTION Moved by Marilyn Bartlett and seconded by Chad McCleave that Council approve the Fast Tracking of Sexual Abuse Complaints Policy and that it be posted to the College website. Carried.</p>
	<p style="text-align: center;">Revisions to Mandatory Reporting Guideline</p> <p>Cara Moroney presented proposed changes to the Mandatory Reporting Guideline. The reporting of sexual abuse has been given greater prominence</p>

	<p>and changes related to the <i>Protecting Patients Act</i> have been included. The guideline is to be circulated for feedback.</p> <p>MOTION Moved by Michelle Young and seconded by Lori-Anne Beckford that Council approve for circulation for a period of 60 days the proposed changes to the Mandatory Reporting Guideline. Carried.</p>
	<p style="text-align: center;">Action Items</p> <ul style="list-style-type: none"> • Staff to identify the operational impact of implementing the draft Specialities Assessment Framework • Staff to develop a risk analysis of approving/not approving Specialities Assessment Framework • Susan James to schedule an Executive Committee meeting for July 10 at 7 pm to discuss the Registrar’s performance review • Susan James to schedule a Council meeting for July 19 at 7:00 pm to approve a new registration policy.
Adjournment	Meeting adjourned at 1:10 pm