



Alberta College of Occupational Therapists
Council Meeting Minutes
June 21, 2022

Microsoft Teams

Attending:

Jennifer Lee – President, Regulated Member
Arwen Caines – Vice President, Regulated Member
Carrie Hait – Regulated Member
Whitney McKenzie – Regulated Member
Dr. Tom Smith – Public Member
Christie Bergman – Public Member

Marianne Baird – CEO & Registrar
Mallory Foreman – Recording Secretary

Regrets:

Heidi Knupp – Regulated Member

1. Gathering, Overview of the Agenda

Jennifer called the meeting to order at 5:49 p.m.

Council members discussed how they have been doing since the last Council Meeting (May 24, 2022).

Continued from the previous introduction on the type of work performed by the Occupational Therapists on ACOT's Council, Arwen explained her previous and current experiences as an OT.

1. Approval of the Agenda

With no suggested changes, Council voted to approve the agenda.

MOTION: To approve the June 21, 2022, ACOT Council Meeting Agenda - Christie (MOVED) Tom (SECONDED). CARRIED.

2. Acting Against Racism & Intolerance Committee Meeting with Council

The Acting Against Racism & Intolerance Committee (AARI) Members joined the meeting.

The AARI Committee Chair explained that the purpose of the session is for the AARI Committee to get to know Council better through an exercise on positionality.

In turn, each attendee shared the attributes that they identify with based on The Coin Model of Positionality or Systems of Inequality, and then shared their motivation for continuing the AARI work.

This ended with two suggestions on how to support the continuation of AARI work:

- Jennifer to meet with new members of Council on a one-on-one basis
- Actively participating in the group
- Building relationships

Council then contemplated how to engage First Nations Elders with the AARI work. They considered what the desired outcomes of engagement might be, such as:

- Building a quality relationship
- To support persons with disabilities, acting against racism, and different ethnicities
- For the Committee to not be stuck with a template; to learn as they go and to be open
- To be allies in the AARI work

With forty-seven First Nations in Alberta, by choosing one to engage with, the others would be excluded. There was agreement that having the influence of an Elder from one First Nation is better than no partnership.

Council stated that an in-person session with an Elder could ideally be held in 2023. This should provide enough time to initiate and build a relationship.

Jennifer thanked the AARI Committee for attending the meeting and the Committee members left.

3. Generative Thinking

Briefing Note to Council, Acting Against Racism and Intolerance (AARI) Courses

Council viewed the briefing note on AARI Courses. The University of Alberta (U of A) has created an advanced course that includes anti-racism and diversity components for the masters OT students. Marianne has been liaising with the U of A to obtain these courses for registrants to access. Marianne mentioned that these courses will have significant content and a next level of complexity in learnings, beyond the introductory Massive Open Online Course (MOOC) that the U of A offers to the public for free.

Council members noted that this a very advantageous opportunity for registrants at a reasonable price. A Councillor asked if there is a reason to wait until 2025-2026 to offer this content. Marianne noted that the Alberta Federation of Regulated Health Professions' training on Protecting Patients Against Sexual Abuse and Misconduct will be required in alternate years, starting in 2023-2024, then the Standard of Practice and Code of Ethics

refresh materials will be required in 2024-2025, followed by the U of A content being required in 2025-2026. We will work with the U of A to make it available to those who want to take the course modules earlier than required.

MOTION: To invest \$8,000 to purchase the University of Alberta's OT Department OCCTH 507 and OCCTH 543 courses - Whitney (MOVED) Arwen (SECONDED). CARRIED.

MOTION: To implement a requirement for registrants to select at least one module to complete from University of Alberta's OCCTH 507 and OCCTH 543 based course modules as part of their continuing competence program requirements in 2025-2026 – Christie (MOVED) Arwen (SECONDED). CARRIED.

Briefing Note to Council, Social Media Management

During the Council meeting of May 24, 2022, it was agreed that television and radio advertising options are outside of ACOT's budget range for communications. In consultation with Keill & Company it was determined that social media (Instagram, LinkedIn, and Facebook) options are more reasonably priced.

Comments and questions from Council:

- Q: Is there a proposed process for approving the content to be sure the message is on point?
A: Approvals would filter through Ambere (Operations Director) and Marianne with Keill & Co. creating the drafts.
- Q: How would we know if it's effective? Are we looking for more awareness of what OT is?
A: We could do focus groups with the public as well as site analytics to see who is visiting the pages.
- Q: Would it be better to hire a person to be the social media manager?
A: Hiring a person would be more expensive than contracting this work out. Our Operations Director can perform this work but does not have sufficient time to do it herself.
- Q: Could someone else from the ACOT staff train into this role?
A: We would have to backfill their existing duties if we were going to have another existing staff member take time to perform this function.
- Increased public engagement is the goal
- The content creation is the part that can take up a lot of. The College of Occupational Therapists of Ontario (COTO) has good existing content that could possibly be adapted for ACOT's use.
- The next steps are to get more quotes and contact COTO to see if they would be willing to share their content then find out how much it would cost to purchase.

- ACOT should try this social media project for six months to a year to evaluate if there is a considerable amount of public engagement generated by it.
- Public engagement has been an item on the Strategic Plan for years

***ACTION:** Marianne to contact the College of Occupational Therapists of Ontario to request discuss obtaining or purchasing their social media posts for adaptation and use by ACOT.*

***ACTION:** Marianne to send Council Keill & Company's analysis of demographics of users on social media platforms.*

Standards of Practice and Code of Ethics Refresh Project Update for Council

The refresh of the Standards of Practice and Code of Ethics is well underway. Thirty people have volunteered to be on the Working Groups (WG) and the Refresh Steering Committee (RSC), including two members of Council acting as Chair (Heidi on the WG and Whitney on the RSC), three members from the AARI Committee, two members of the public whose children received OT services, and the Co-Chair of CAOT's OT and Indigenous Health Network.

In the past few meetings, the WG and the RSC have set out terms of reference and a safe space for the groups to work. The Bylaws have been updated and will be ready for Council to view in the September Council Meeting. The WG and RSC will be asking for Council's input soon on items related to Bill 46, the *Health Statutes Amendment Act, 2020*.

4. Consent Items

Review of Last Meeting's Minutes

Council examined the May 24, 2022, Council Meeting Minutes. With no suggested edits, they called for a motion.

MOTION: To approve the May 24, 2022, Council Meeting Minutes as presented - Arwen (MOVED) Whitney (SECONDED). CARRIED.

2021-2022 Annual Report v 2.3

Council examined the 2021-2022 Annual Report and requested the image on the bottom of page 18 be flipped upside down. With no further suggested edits, they called for a motion.

***ACTION:** Reorient the image on the bottom of page 18 of the current draft of the 2021-2022 Annual Report.*

MOTION: To approve the 2021-2022 ACOT Annual Report Version 2.3, with the suggested edit - Christie (MOVED) Whiney (SECONDED). CARRIED.

The financials that will be added to the annual report are to be presented by the auditor to Council for approval on June 25.

Registrar Limitation (RL) 2.1 Monitoring Report Quarter 1 (Q1) 2022-2023

Highlights from the Budget vs. Actual spreadsheet:

- Registration revenue is tracking with projections for Q1
- Banking revenue is higher due to new Guaranteed Income Certificates (GICs) being purchased and accrued
- Some costs are slightly higher or lower than projected and overall revenues have exceeded expenditures in Q1

MOTION: To approve Registrar Limitation 2.1 Monitoring Report Q1 2022-2023 - Christie (MOVED) Arwen (SECONDED). CARRIED.

5. Reflection on Governance

Council reflected on how the meeting went in relation to the Ends Policy:

- Great discussion with a big focus on protection of the public through various avenues.
- The Acting Against Racism and Intolerance work will help us with professional standards. Keeping diversity and equity work front and center protects the public.
- Good discussion around social media – it pushes us to think about what we want to accomplish
- Our process continues to grow and evolve
- Appreciating each others' time

6. Meeting Survey

Due to initial technical difficulties of opening the Council Meeting Survey, it was completed while Council was in-camera.

MOTION: To move the June 21, 2022, ACOT Council Meeting in-camera – Tom (MOVED) Arwen (SECONDED). CARRIED.

MOTION: To adjourn the June 21, 2022, ACOT Council Meeting – Whitney (MOVED) Christie (SECONDED). CARRIED.

The meeting was adjourned at 8:35 p.m.