

Microsoft Teams

Attending:

Arwen Caines – Vice President, Regulated Member
Heidi Knupp – Regulated Member
Carrie Hait – Regulated Member
Whitney McKenzie – Regulated Member
Dr. Tom Smith – Public Member
Christie Bergman – Public Member
Dennis Fitzgerald – Public Member

Marianne Baird – CEO & Registrar
Mallory Foreman – Recording Secretary

Regrets:

Jennifer Lee – President, Regulated Member

1. Gathering, Overview of the Agenda

With Jennifer not in attendance, it was agreed that Carrie would take on the role of a voting member. There were no suggested changes to the agenda.

MOTION: To approve the October 17th, 2022, ACOT Council Meeting agenda – Christie (MOVED) Heidi (SECONDED). CARRIED.

2. University of Alberta Report

Council welcome Gayla Grinde, Assistant Teaching Professor, Faculty of Rehabilitation Medicine – Occupational Therapy Department of the University of Alberta.

Ms. Grinde presented the updates:

- Personnel changes: Shaniff Esmail has been appointed to Chair. Karin Werther has been appointed to Associate Chair.
- Academic teaching staff: Cherie Henderson is in a shared positions between the University of Alberta and Alberta Health Services.
- Sheron de Waal started a 2-year appointment in the department as well as supporting the Military & Veteran Friendly Campus Initiative.
- A research tenure position has been approved. A selection committee has been struck to find an appropriate candidate.
- Classes have resumed to being in-person. They are also being recorded for any absences due to COVID-19.

- During orientation for new students, 98 students have been confirmed in Edmonton and 28 will be attending in the Calgary facility.
- The department has been redesigning the curriculum based on the Education for Capabilities Framework since the completion of accreditation. There will be a retreat for the faculty for rediscovering and reimagining the coursework.
- Students have completed their research projects at the end of August.
- The Capstone Research Project has combined program evaluation content and research courses for a new 6-credit course.
- The next cohort of students have selected their projects and have started their proposal for research.
- First year students will be starting their one-week field work next week.
- International placements will be returning to the cohort next year.
- The November-December placement has been fully recruited for.
- Due to the pandemic, there has been difficulty in finding placements within the area of practice of mental health. All but 16 students were able to participate in mental health placements.
- Calgary campus' satellite program is now on its ten-year anniversary.
- The Faculty of Rehab Medicine has partnered with the Office of Education of Treaty 8 First Nation of Alberta. A ceremony was held on October 11th, 2022, and a space has been created in Corbett Hall for reconciliation.
- The new tenure professor, Tim Barlott, has received several awards.
- Shaniff Esmail's term with the CAOT Exam Oversight Committee will be ending in October 2022. Deb Froese will be the successor as the Alberta board member.
- There is a continued emphasis on exploring diversity in the program.

Gayla then asked Council if they had any questions.

Q: For standards of practice education – does this only come from an Alberta Health Services perspective? Or also from a community-based environment?

A: We (the University of Alberta Occupational Therapy Department) are educating for general and specialized settings. We are exploring what that would look like for the students' competencies and expectations in specialized settings.

Q: How do we make sure that representation is there? There are workplace retention problems across all areas of practice.

A: The Department of Occupational Therapy is looking at how to keep representation for all areas of practice by diversifying the enrolment.

Q: For the 16 students who do not get mental health placement, how are these students getting supported in this area?

A: It has been tricky to find mental health placements for one cohort due to the pandemic. The students have had education in this area and will be required to have their own plan for competency regarding practice in mental health. It would delay the students for another year if they had to wait to find a mental health placement.

Gayla then asked Council a question: For professionalism and maintaining competency, can the students access the competency eLearning modules that are offered to ACOT registrants before they are registered? This would also benefit the students who may not be registering with ACOT.

Marianne answered: After 6-months of the release of the eLearning modules, they will be accessible to everyone. When creating an account, the students can select “other” instead of choosing one of the provincial colleges.

ACTION: Marianne to confirm the accessibility of the national eLearning module for the University of Alberta students.

Conclusion of the University of Alberta Report

Council thanked Gayla Grinde for attending the Council meeting.

3. Strategic Planning

Risk Register October 2022

Council reviewed the Risk Register report for October 2022 and discussed the risks that might arise through ACOT’s performance of practice visits.

Council discussed that although the Province of Alberta has eliminated its mask mandate, ACOT will continue to recommend OTs perform a point of care risk assessment to determine whether to wear a mask in treatment settings.

MOTION: To accept the Risk Register as presented – Christie (MOVED) Heidi (SECONDED). CARRIED.

ACOT Salary Benchmark Report 2022

Marianne explained that the Alberta Federation of Regulated Health Professions decided not to move forward with benchmarking of salaries for employees across colleges. ACOT then decided to have a consultant gather data from Alberta’s health profession colleges. Twenty-three out of twenty-nine colleges participated. Council reviewed the report that included these findings.

Marianne mentioned that some ACOT positions will reflect market adjustments based on the findings, to be brought forward in the 2023-2024 budget.

Race-Based Data

Council viewed the Guidance on the Use of Standards for Race-Based and Indigenous Identity Data Collection and Health Reporting in Canada document from the Canadian Institute for Health Information.

Council discussed that although this report gives further reasoning to collect race-based data, ACOT should not pursue this project until there is engagement with and agreed upon governance with First Nations. It was agreed that collecting these data may be looked at in about a year once the appropriate steps have occurred first.

A Councillor asked if other colleges are discussing this and if they have looked at issues with collecting this information.

Marianne noted the two other colleges we liaise with most, the physiotherapists and speech language pathologists, are at the same point we are in this discussion. In addition, The Acting Against Racism and Intolerance (AARI) consultants had included collection of these data in their survey regarding this topic, so we have that baseline to start with. We did not receive complaints about collection of these data at the time of the survey.

Another Councillor noted that the data collection will help ACOT to know if applicants are applying to our Council and committees at a representative rate.

4. Committee Reports

Governance Committee

The Governance Committee had met with Angela Meneley, Director Policy & Practice, to discuss the proposed changes to the Bylaws based on Bill 46. The Committee had a preliminary conversation regarding the changes that Angela and Field Law had suggested. Those changes will be brought forward to the November 2022 Council meeting.

The Governance Committee also met to speak about developing Terms of Reference for the Committee and for Council. The Committee will be liaising with other colleges to view their Terms of Reference for examples.

MOTION: To accept the Governance Committee report as presented – Tom (MOVED) Carrie (SECONDED). CARRIED.

Competence Committee

The Competence Committee has completed all 2021-2022 review and evaluations. There was a larger sample of Continuing Competence Programs (CCPs) to review this year as last year's follow up items were added to this year's 10% sample. The Committee sent out notifications and coaching conversations to registrants who received not acceptable ratings. Policies, procedures, and a chart review checklist have been written to establish the practice visits processes for registrants who have received not acceptable ratings in the past two years.

Aggregate data from the years 2020-2021 and 2021-2022 of CCP review and evaluations has been submitted to the University of Alberta Rehabilitation Research Centre. An ethics application has been submitted and approved for research publishing purposes on this data.

All but two Competence Committee members have agreed to continue their role for another year.

Q: Should public members be on the Competence Committee?

A: The Competence Committee has had a previous public member, Peter Portlock, on it before, and would welcome this again.

MOTION: To accept the Competence Committee report as presented – Carrie (MOVED) Whitney (SECONDED). CARRIED.

Acting Against Racism & Intolerance Committee

Acting Against Racism and Intolerance Standing Committee (AARI) updates included:

The Committee has been preparing to engage and is continuing to search for an Indigenous Elder who can work with them to provide guidance on implementation of the AARI Final Report recommendations.

Marianne has spoken to the Committee regarding collection of race-based data. The Committee supported collecting these data, with the caveat we will need to clearly indicate the limitations of these data due to voluntary basis of collection.

The Committee will be working with Angela Meneley, Director Policy & Practice, to provide input on ACOT's refresh of its Standards of Practice.

MOTION: To accept the Acting Against Racism & Intolerance report as presented – Heidi (MOVED) Tom (SECONDED). CARRIED.

5. Consent Items

Council Meeting Minutes

Council reviewed the September 19th, 2022, Council Meeting minutes. With no suggested changes, they brought forward a motion.

MOTION: To accept the September 19, 2022, Council Meeting minutes as presented – Dennis (MOVED) Carrie (SECONDED). CARRIED.

Registrar Limitation 2.1: 2022 Q2 Budget vs. Actuals

Marianne reported on RL 2.1:

- Revenue is slightly lower than expected, possibly due to delayed registrations for new graduates applying from Canadian universities other than the University of Alberta. This delay may be due to the pandemic.
- Banking revenue has increased due to a higher interest being received on our savings account.
- Our legal budget has been underspent. This is typical as it is safer to have more than required budgeted for potential increases of complaints and/or hearings.

Council discussed the various reserve account purposes, including legal costs, capital/building costs, etc., and ways that the reserves might be used.

Discussion about provision of health and disability benefits to all ACOT staff was revisited from the last Council meeting.

Q: Are all ACOT employees paying for their long-term disability coverage? If the College is paying for this rather than the individual, they would be subject to tax if long-term disability is taken, because it is a taxable benefit. Marianne thanked the Councillor for mentioning this and stated that she will let the ACOT staff know.

Q: Are the employee benefits paid by the employees and the employer?

A: The benefits are 100% employer funded.

MOTION: To approve the Registrar Limitation 2.1: 2022 Q2 Budget vs. Actuals – Dennis (MOVED) Christie (SECONDED). CARRIED.

6. Reflection on Governance

Council compared the meeting today to their Ends Policy:

- We are meeting the Ends Policy efficiently
- Appreciative of the discussions
- The meeting was brief yet informative, data driven
- It is good for the discussions to stay on track, but also off track a bit, as more ideas are explored.

7. October 2022 Council Meeting Survey

Council then took five minutes to complete the October 2022 Council Meeting Survey.

8. In-Camera

Council agreed to move to an in-camera meeting.

MOTION: To move the October 17, 2022, Council meeting in-camera – Carrie (MOVED) Heidi (SECONDED). CARRIED.

9. Closing Remarks and Adjournment

MOTION: To adjourn the October 17, 2022, Council meeting – Whitney (MOVED) Tom (SECONDED). CARRIED.

The meeting was adjourned at 8:21 p.m.