

In-Person Calgary, and via Microsoft Teams

Attending:

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

Marianne Baird – CEO & Registrar
Mallory Foreman – Recording Secretary

Regrets:

Carrie Hait – Regulated Member
Dr. Tom Smith – Public Member

1. Gathering

Jennifer called the meeting to order at 8:52 a.m. A roundtable check-in was held to welcome attendees to the meeting. Council confirmed there was quorum in attendance.

2. Approval of Agenda

With no suggested changes to the agenda, Council brought forward a motion.

MOTION: To approve the May 27, 2023, ACOT Council Meeting Agenda - Dennis (MOVED) Christie (SECONDED). CARRIED.

3. Strategic Planning

Jennifer stated that the June Council Meeting is crucial to have quorum as the auditor's presentation to Council occurs and the annual report will be reviewed for final approval. Councillors were asked to please let Jennifer know if they cannot make it so alternate arrangements can be made if needed.

Council acknowledged May is Asian heritage month, and noted some AARI Committee members will be attending today's Council meeting.

Review of Action Items

Examples of action items completed included:

- Data about where registrants are located in the province were shared with Council.
- We confirmed with Servus Credit Union that they have an unlimited guarantee on funds, compared to the \$100,000 maximum guarantee with the Canadian big banks. We will look at moving GICs from Royal Bank (RBC) to Servus Credit Union when they come due, followed by all ACOT accounts after that. We may need some amendment to our policy regarding holding funds at the highest rated Canadian bank to make this change.

ACTION: *Marianne to check if Service Credit Union has an equivalent credit rating to the large Canadian banks, and advise Governance Committee if a policy change is required for this.*

MOTION: To move GIC as they come due from RBC to Servus Credit Union. To transfer all our business accounts in the coming years to Servus. – Christie (MOVED) Dennis (SECONDED). CARRIED.

Practice Inquiries Activity

Overall inquiries are down, but practice queries are up significantly, over 200%. Informed consent, ethical scenarios, and private practice queries continue to come in frequently.

Council asked whether we could do some seminars around health ethics, and ethical scenarios in healthcare. Marianne noted we would need to keep in mind what is within our mandate as clinical education is outside of our mandate, while adherence to our Standards of Practice and Code of Ethics is within our mandate.

Update on Strategic Plan

Making progress on almost all items, such as our communications plan in which we are focusing on registrants and the public as separate audiences.

The press release for the Acting Against Racism and Intolerance (AARI) roadshow is going to be finalized and ready to use in June 2023.

The Continuing Competence Program (CCP) refresh is underway and with our extra staff we have been able to allocate extra time on this very important project.

MOTION: to accept the Action Items, Practice Inquiries Activity and Strategic Plan Update reports as presented – Arwen (MOVED) Christie (SECONDED). CARRIED.

Generative Thinking

Council reviewed documents detailing regulatory changes occurring nationally and internationally. For example, amalgamation of Colleges is occurring in British Columbia and has already taken place 10-20 years ago in the United Kingdom and Australia. The Nurses College in Alberta is fast tracking new applicants from 10 countries. Ontario health professionals won't have to register before starting to practice in Ontario if they are registered somewhere else in Canada. Australia's country wide regulator will be fast tracking professionals from selected countries.

ACOTRO is keeping a really close eye on this and the implications for the Substantial Equivalency Assessment System (SEAS) process for internationally educated OTs. Depending on what happens with the nurse's regulator in Alberta, our government may put pressure on other Colleges to do something similar.

Often a delay of more than a few months for SEAS applicants is the applicant's decision and the process can be done in as little as six months. Fast tracking certain countries is concerning as regulators have considered mostly commonwealth countries for this which can imply bias. ACOT, at most, takes up to 10 business days to process complete applications. Question: Is ten days reasonable compared to the rest of the country?

ACTION: Marianne to check with other Canadian OT Colleges to find out their registration business day requirement for processing.

ACOT is required to track processing times for intra-provincial and international applicants.

Discussion: is ACOT aware of travelling OTs, similar to travelling nurses who assist in other provinces? Marianne: I haven't heard of traveling OT like traveling nurses. Notably during the pandemic, we saw that a net number of OTs left the province, presumably returning home to be closer to family, people went to the Maritimes and BC. This year it appears that people are returning to Alberta, as we have a net increase in the number of OTs.

ACTION: Marianne will send a reminder in the fall eNews to recap what the College does, what the Council is doing in terms of keeping an eye on amalgamation trends across Alberta - because it's important to public protection.

ACTION: Before our fall open forum ask OTs' opinions on the value proposition of ACOT and bring this discussion to the open forum.

OT Doctorate:

We Received transcripts this month for an OT who finished his doctorate at the Kansas University Medical Centre, which is an accredited university in the United States. Based on this, the OT meets the criteria for Council to recognize their OTD.

MOTION: to recognize this OT's doctorate degree, allowing them to use the term Dr or doctor in relation to provision of occupational therapy services – Arwen (MOVED) Dennis (SECONDED). CARRIED.

Council discussed the benefits of in-person meetings like the one that is occurring today.

ACTION: add to generative thinking at a future Council meeting a discussion about the frequency of in-person meetings.

4. Acting Against Racism & Intolerance Committee Check In

Council welcomed two members of the Acting Against Racism & Intolerance (AARI) Committee to the meeting. Councillors and AARI Committee members shared their respective learnings and experiences with anti-racism and racism in the past year.

Council and the AARI Committee members agreed that meeting and discussing these issues was continuing to add to everyone's understanding of anti-racism work and the need to continue this work. Council thanked the AARI Committee members for attending.

5. Committee Reports

Governance Committee

The Governance Committee has sent the onboarding procedures to Christie for the Onboarding Committee. GC realized that bringing on new Council members would have some people in a non-voting role, they need to have a definition of the role. Council discussed options for future Councillors regarding how to decide who starts in voting or non-voting roles and whether people would move from one to the other.

Discussion:

- The option to rotate 6 months on and off is hard to manage.
- There should be flexibility for people to move from voting to non-voting, and reverse.
- Three years is a long time to be a non-voting member.
- At the beginning of each meeting decide how many Public Members are present, which then informs how many voting OT members are needed.

ACTION: Governance Committee will record the recommended procedures for voting and non-voting OT Councillor positions.

MOTION: to approve the Governance Committee Report - Christie (MOVED) Dennis (SECONDED). CARRIED.

Competence Committee

Highlights from the Competence Committee report included: Reviewers have been assigned and review and evaluations are underway. Do we have a chair for this committee yet? Not yet.

MOTION: to approve the Competence Committee Report as presented - Arwen (MOVED) Christie (SECONDED). CARRIED.

ACTION: *Identify a Chair for the Competence Committee.*

6. Consent Items

Review of Last Meeting's Minutes

With no suggested changes to the April meeting minutes, Council brought forward a motion.

MOTION: To approve the April 25, 2023, Council Meeting Minutes as presented - Dennis (MOVED) Christie (SECONDED). CARRIED.

Registrar Limitation 6: Communication & Support to Council

Examples were provided of how Marianne supports Council, through briefing notes, Registrar Limitations (RLs) reports, supplying our annual report to government, having Council meeting minutes distributed within 10 business days, etc.

MOTION: To approve Registrar Limitation 6: Communication & Support to Council as presented - Arwen (MOVED) Christie (SECONDED). CARRIED.

Key Partner Analysis

Council reviewed the Key Partner analysis to determine whether there were any key partners missing and whether any adjustments were needed to the analysis.

ACTION: *add our social media campaign in the notes portion of the analysis.*

Annual Report 2nd Draft Review

Council viewed the draft, page by page, and made recommendations for changes.

ACTION: *adjust spacing on page 9 of the draft.*

ACTION: *adjust the formatting in the practice setting table, remove bolding in the general hospital line and put the words general hospital outside the bar graph so it looks the same as the other lines.*

ACTION: *create a circle or line based graph for the gender identity graphic.*

Complaints Activity Report

Council discussed the nature and volume of complaints. It was mentioned that the budget is adequate to allow for large costs of hearings, which can occur especially if they are contested hearings.

The increase in sexual abuse and misconduct complaints was noted. A Council Member voiced their concerns over secondary trauma of ACOT staff and members of tribunals who attend related hearings. They suggested staff and tribunal members have access to a psychologist for support if needed.

ACTION: Marianne to discuss with ACOT's Complaints and Hearings Directors the option of offering psychology support to staff and hearing tribunal members who attend hearings related to sexual abuse or sexual misconduct.

MOTION: to approve the Complaints Activity Report as presented - Christie (MOVED) Arwen (SECONDED). CARRIED.

7. Reflection on Governance

- Covered a lot of ground. Happy with what we did.
- Great job this meeting. Quite a few robust conversations around ethical issues and standards.
- Pleased with the conversations, there are more conversations when the meetings are in-person than online.

8. Meeting Survey

Councillors completed the May 27, 2023, Council meeting survey.

9. In Camera

MOTION: to move the May 27, 2023, Council meeting to an in-camera session - Christie (MOVED) Arwen (SECONDED). CARRIED.

10. Closing Remarks and Adjournment

Council acknowledged that this is Mallory's last meeting as she is moving to another job, and they thanked her for her 8 years of service to ACOT.

MOTION: to adjourn the May 27, 2023, Council meeting - Dennis (MOVED) Arwen (SECONDED). CARRIED.

The meeting was adjourned at 2:06 p.m.