



Alberta College of Occupational Therapists  
Council Meeting Minutes  
February 18, 2025

**Attending:**

Arwen Caines – President, Regulated Member  
Heidi Knupp – Vice President, Regulated Member  
Carrie Hait – Councillor, Regulated Member  
Kristin Ward – Councillor, Regulated Member  
Dennis Fitzgerald – Councillor, Public Member  
Christie Bergman – Councillor, Public Member  
Dr. Zahid Rafiq - Councillor, Public Member

Marianne Baird – CEO and Registrar  
MS Teams Artificial Intelligence (AI) Transcript Summary – Supplementing Minutes

**Regrets:**

Joyce Vayalumkal – Councillor, Regulated Member

***Voting Members for This Meeting – Heidi, Carrie, Kristin, Christie, Dennis & Dr. Rafiq***

**1. GATHERING**

Arwen called the meeting to order at 6:03 p.m.

**2. APPROVAL OF AGENDA**

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

**MOTION:** To approve the February 18, 2025, ACOT Council meeting agenda as presented – Christie (MOVED) Carrie (SECONDED). CARRIED.

**3. STRATEGIC PLANNING**

***Generative Thinking – Environmental Responsibility Policy, Request for Recognition of PhD in Rehabilitation Science, Covid Report***

Environmental Responsibility Policy

Marianne brought forward this policy for Council's awareness, and highlighted that staff have already reviewed what ACOT can do to help reduce our environmental impact, and they are encouraged to do things like powering down all computers at night, which is also beneficial for

computer security. Marianne noted this policy has been staff-led and expressed appreciation for staff's commitment and involvement in operational policies.

#### Request for Recognition of PhD in Rehabilitation Science

In the past ACOT only recognized occupational therapy doctorate degrees or OTDs, which are only available to take in the United States. This was due to a narrow reading of the OT profession regulation, and we have recently been advised this reading can be broadened, based on the Field Law memo attached. In Canada OTs who want to complete a PhD in their field can do it in Rehabilitation Science. Marianne recommended that Council approve the recognition of the registrant's PhD in Rehabilitation Science.

One Councillor asked whether it had been confirmed that the registrant's PhD in Rehabilitation Science had an OT focus, and Marianne confirmed this was the case. The Councillor noted the background information and Field Law opinion were interesting and highlighted how interpretations can evolve over time.

A Councillor asked about cross-border mobility and Marianne explained how our Labour Mobility Support Agreement works. This includes obtaining university transcripts, national exam results, and other necessary documents from the originating province. This ensures that OTs do not have to resubmit these documents when moving between provinces, and ACOT recognizes OTs in good standing from the sending provinces.

**MOTION:** To recognize the PhD in Rehabilitation Science for the Michele Hebert – Dennis (MOVED) Carrie (SECONDED). CARRIED.

Note one Councillor recused herself from this vote, as she is currently in a doctorate program.

#### Covid Report

Marianne provided an overview of the COVID report, which suggested that regulatory bodies should critically evaluate directives from the Chief Medical Officer of Health and consider decentralized decision-making. Marianne highlighted the challenges of conducting independent evaluations of public health directives, including the need for specialized expertise and the potential costs involved. Council decided to wait and see what directives might come in the future, rather than taking immediate action based on the report.

#### **4. COMMITTEE REPORTS**

##### ***Competence Committee***

Marianne brought forward the policies and procedures for review and evaluations and practice visits for Council's input.

Marianne explained there are individual level and aggregate review and evaluations, as well as practice visits. The policy and procedures for these have been updated to reflect changes in legislation/regulation/policy manual items that they point to, as well as adding more detail about what occurs.

**MOTION:** To approve the updated review and evaluation and practice visit policies and procedures as presented – Dennis (MOVED) Carrie (SECONDED). CARRIED.

#### **5. CONSENT ITEMS**

##### ***Review of Last Meeting's Minutes***

Council examined the January 25, 2025, ACOT Council Meeting Minutes and did not ask for any edits.

**MOTION:** To approve the January 25, 2025, ACOT Council Meeting Minutes as presented. Christie (MOVED) Heidi (SECONDED). CARRIED.

##### ***RL 1: Treatment of Staff and Volunteers***

Marianne shared the 2023 and 2024 staff engagement survey results which show high staff satisfaction rates, reflecting the positive ACOT work environment and staff's commitment to their roles. She indicated a desire to maintain or improve upon the results in 2025. Councillors asked about what the targets might be for improvement, given the already high ratings and Marianne noted she could carefully frame up a discussion with staff asking for constructive feedback to ensure continuous improvement.

**MOTION:** To approve RL 1: Treatment of Staff and Volunteers as presented - Christie (MOVED) Zahid (SECONDED). CARRIED.

##### ***RL 4: Treatment of the Public and Registrants***

Marianne shared positive feedback from registrants and key partners regarding the assistance provided by ACOT. She noted the open process for recruiting registrant volunteers, and emphasized their willingness to serve on committees, noting that ACOT has been successful in recruiting volunteers across different age groups and experience levels for Committees and working groups.

**MOTION:** To approve RL 4: Treatment of the Public and Registrants as presented - Dennis (MOVED) Carrie (SECONDED). CARRIED.

## **6. REFLECTIONS ON GOVERNANCE**

### ***Ends Policy***

Council provided their input on whether the Ends Policy was met during this meeting:

- A focused and positive meeting, awesome.
- Happy with what we did today, we've taken the right course.
- I like that we kept the public as the main focus and didn't let politics lead us astray.
- A smooth meeting with no issues.

## **7. MEETING SURVEY**

Council took a few minutes to complete the Council meeting survey.

## **8. IN CAMERA**

**MOTION:** To adjourn the February 18, 2025, Council meeting – Christie (MOVED), Carrie (SECONDED). CARRIED.

The meeting was adjourned at 6:45 p.m.