



**COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND
ACUPUNCTURISTS OF ONTARIO**

**OPEN MEETING OF THE EXECUTIVE COMMITTEE
HIGHLIGHTS**

September 17, 2020 from 9:00 a.m. to 1:00 p.m.
via Webex

On September 17, 2020, a fourth open meeting of the Executive Committee was held due to Council remaining to fall below the minimum number of five public members. With an unconstituted Council, the Executive Committee was placed to discharge the functions of Council until a fifth public member could be appointed. Members of Council were invited to the meeting to provide input and ask questions so that the Executive Committee's decisions were informed and in alignment with Council as a whole. All decisions made by the Executive Committee must be ratified by Council once it becomes constituted.

Consent Agenda

The following reports were approved by the Executive Committee for Quarters 3 and 4 from 2019 and Quarters 1 and 2 from 2020 via the consent agenda.

- June 10, 2020 Open Meeting of the Executive Committee Meeting Minutes
- Executive Committee Report
- Registration Committee Report
- Inquiries, Complaints and Reports Committee Report
- Quality Assurance Committee Report
- Patient Relations Committee Report
- Discipline Committee Report
- Fitness to Practice Committee Report
- Examination Appeals Committee Report
- Doctor Title Working Group Report
- Risk Management Report

Deliberations

Council Update

The Executive Committee was provided with a verbal update on the current status of Council's unconstitution.

COVID-10

The Executive Committee was advised on the steps the College has taken in response to the COVID-19 pandemic while still continuing to fulfill its mandate to regulate the profession in the public's interest.



Ontario Health Colleges Collaboration Project

The College has been working in collaboration with other regulatory health colleges on projects that aim to increase productivity, quality and consistency, and to reduce costs.

Election Update

The Executive Committee was provided an update on the 2020 election of Council members for Districts 1 and 2.

CARB-TCMPA Education Accreditation Program

The Terms of Reference for the TCM and Acupuncture Education Accreditation Requirements Advisory Committee (ARAC) have been drafted and CARB-TCMPA is seeking members for the Committee. Ms. Kathrina Loeffler from Facilitated Improvement for Corporate Success, Inc. (FICS) presented on the the Education Accreditation Program.

Draft Audited Statement Review

Ms. Liana Bell and Fiona Zou of Hilborn LLP presented on the audit findings and audited financial statements for 2019-2020. The Executive Committee approved the 2019-2020 Audit Findings from Hilborn LLP. The Executive Committee also approved the appointment of Hilborn LLP as the financial auditors for 2020-2021 fiscal year.

Finance

The Executive Committee received the most recent financial statements for the 1st quarter.

Communications Update

On July 17, 2020, the College held an hour-long webinar session on the Standard of Practice: Advertising. The next webinar is scheduled to be held in Fall 2020 on the topic of the Standard for Infection Prevention and Control.

The Executive Committee was provided an update on the production of the College's communication videos.

The Executive Committee was provided with an engagement report on Educational Tips, a communication initiative that was launched in September 2019.

QA Committee Update

The Standard for Fees and Billing was sent out for public consultation and survey results were reviewed by the Executive Committee.

The Executive Committee approved the Standard for Record Keeping to be effective January 1, 2021. This will allow time for members to adjust their practice, and for the College to update its education tools.



The Executive Committee was provided with a progress update on the QA Program Enhancement Project.

Registration Committee Update

The Executive Committee was provided with an update regarding the Pan-Canadian Examinations including CARB-TCMPA's decision to deliver the October 2020 sitting using an online proctored format.

The College held its annual meeting with traditional Chinese medicine and acupuncture schools in Ontario virtually to address the continued development of the Pan-Canadian examinations and provide updates on College matters.

Outstanding Discipline Cost Recovery

The Executive Committee was provided an update on the College's approach to recover outstanding cost awards.

Dr. Title Working Group Update

The Executive Committee was provided an update on the Dr. Title Working Group amidst the College's current situation with an unconstituted Council.

Governance and Regulatory Framework Modernization

The Executive Committee was informed of the Ministry of Health's College Performance Measurement Framework which is a system for measuring the performance of Colleges in regards to their ability to fulfill their mandate of ensuring public protection.

The Executive Committee was informed that the British Columbia Steering Committee on Modernization of Health Professional Regulation had concluded their consultation, and had released their final recommendations on modernizing health professional regulation in B.C. The Committee was further provided an overview of the recommendations of the Steering Committee.

The Executive Committee was provided an update on the conclusion of CONO's governance review.

College Governance Review

The Executive Committee approved a College governance review and directed staff to conduct more research on possible candidates for the review.