



COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

OPEN MEETING OF THE EXECUTIVE COMMITTEE HIGHLIGHTS

September 22, 2021 from 9:00 a.m. to 3:50 p.m.
via Webex Meetings

On September 22, 2021, an 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 via the consent agenda.

- Draft minutes of June 22, 2021 Open Meeting of the Executive Committee
- 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 Practise Committee Report

President's Remarks

The President provided his opening remarks for the open meeting of the Executive Committee.

Registrar's Report

The Registrar provided a verbal report of ongoing initiatives and activities in accordance with the College's four strategic directions since the last open meeting of the Executive Committee.

Draft Audited Statement Review

Ms. Fiona Zou of Hilborn LLP presented on the 2020-2021 audit findings and audited financial statements. The Executive Committee approved the 2020-2021 audit findings and financial statements from Hilborn LLP. The Executive Committee with the support of Council approved the appointment of Hilborn LLP as the financial auditors for the 2021-2022 fiscal year.

Finance

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



The Executive Committee was presented with the College's formal Per Diem Policy to increase transparency and consistency in the per diem process. The Executive Committee with the support of Council approved the policy.

College Performance Measurement Framework (CPMF) Requirements

The Executive Committee was updated on its progress in meeting the requirements of the CPMF including the financial reserve policy, organizational chart, key performance indicators (KPIs) and strategic plan, and council competencies. The Executive Committee with the support of Council approved the changes made by the auditors to the financial reserve policy.

The Executive Committee was presented with examples of existing competency frameworks from several other colleges and HPRO. The Executive Committee with the support of Council directed staff to schedule a special meeting with Council as a whole to discuss its competency framework.

Draft 2020-2021 Annual Report

The Executive Committee and members of Council provided their comments on the 2020-2021 annual report and approved the report as amended.

QA Updates

Mr. Igor Gontcharov, the consultant for the QA Program Enhancement Project presented the summary report and recommended framework of Phase 1 of the project. The Executive Committee with the support of Council approved the Responsive and Reflexive Quality Assurance Framework (RRQA) in general as the College's Quality Assurance framework.

The Executive Committee was presented with a draft telepractice guideline to help members understand their responsibilities when providing care using telecommunication technologies. The Executive Committee with the support of Council approved the amended telepractice guideline for public consultation.

Council Update

The Executive Committee was provided with an update regarding public appointments to Council. A proposal from a government and public relations firm was provided to the Committee. The Executive Committee with the support of Council agreed to proceed with the firm to act for the College in government relations matters.

The results of the 2021 election of Council members for District 3 was provided to the Committee. Mr. Justin Lee and Mr. Ryan Longenecker have been acclaimed to Council. The current members of Council from District 3 were thanked for their contribution and continued support.