

EXECUTIVE COMMITTEE MINUTES

Agenda Item #:	2.0
Item:	<i>Draft Minutes from September 14, 2021</i>

Meeting Minutes – *September 14, 2021*

CRTO Executive Meeting Minutes

Scheduled on *September 14, 2021* from 12:00 pm to 2:00 pm

Location: Virtual meeting via Zoom Videoconference

PRESENT: Allison Chadwick RRT, President, Chair
Rhonda Contant RRT, Vice-Chair
Lindsay Martinek RRT
Kim Morris, Public Member

STAFF: Carole Hamp RRT, Acting Registrar

GUESTS:

REGRETS: Yvette Wong, Public Member

1.0: APPROVAL OF AGENDA

MOTION # 1 MOVED BY Lindsay, and SECONDED BY, Kim, to recommend that Council approve the Meeting Agenda for September 14, 2021.

MOTION # 1 CARRIED.

2.0: APPROVAL OF THE MINUTES

MOTION # 2 MOVED BY Rhonda, and SECONDED BY, Allison, to recommend that Council approve the meeting minutes for May 14, 2021.

MOTION # 2 CARRIED.

3.0: REGISTRAR'S REPORT & GENERAL UPDATES

REGISTRAR'S REPORT

Carole Hamp, Acting Registrar, presented the Registrar's Report, which encompassed the following items:

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- CRTO Policy Framework & Professional Practice Guidelines Review & Revision
- Transition to QuickBooks Online
- 2021 Elections in Districts 1, 2, 5 & 7
- Staffing Changes
- National Day for Truth and Reconciliation
- CRTO's COVID "policy"
- New Public Appointments
- Accreditation of RT Educational Programs
- College Performance Management Framework (CPMF)
- HPRO's Compensation Survey, Anti – Black, Indigenous, and People of Colour (BIPOC) Racism Project and Policy on Information Sharing
- Modernizing Privacy in Ontario
- Labour Mobility – re: legitimate objective under chapter 7 of the Canadian Free Trade Agreement
- Office of the Fairness Commissioner (OFC) - Risk-informed Compliance Framework

The report generated some discussion, which included how to enable more participation in our election process. One suggestion was to shift from "elections" to "applications" to improve response to call for Council and Non-Council Committee members.

3.1 FINANCIAL STATEMENTS

The most recent CRTO Balance Sheet and Income Statement summaries were presented to the Executive. There was some discussion regarding the decision that needs to be made regarding reserve funds. It was determined that this item be added to the Council agenda for discussion

3.2 INVESTMENT PORTFOLIO

The Portfolio Distribution summary was presented to the Executive. There was no additional discussion generated from this item.

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4.0: NEW BUSINESS

4.1 REGISTRAR & CEO POSITION

The Committee was provided an overview of options regarding the filling the position of CRTO Registrar & CEO. They then moved in-camera to discuss the matter without the Acting Registrar present.

4.2 IN CAMERA SESSION

MOTION # 3 MOVED BY Ally, and SECONDED BY, Lindsay, to recommend the Executive Committee move in-camera.

MOTION # 3 CARRIED

4.3 DRAFT SEPTEMBER 24, 2021, COUNCIL AGENDA

MOTION # 4 MOVED BY Kim, and SECONDED BY, Rhonda, to recommend that accept the agenda for the September 24, 2021, Council meeting with the addition of Item 3.2i – Surplus Funds.

MOTION # 4 CARRIED.

4.4 EXECUTIVE COMMITTEE GOALS & TERMS OF REFERENCE

Due to time constraints, the Committee agreed to review the revised draft version of the Executive Terms of Reference and Action Plan electronically. The plan is to have the review completed and approved to go to the September Council meeting.

4.5 EXECUTIVE COMMITTEE ELECTIONS

There was a brief discussion regarding the upcoming vacancies on the Executive Committee. This will be mentioned as a discussion point at the September Council meeting to encourage current member on Council to put their names forward.

4.6 COMMITTEE APPOINTMENTS

The Executive Committee recommended that the following committee appointments be made to address recent vacancies and public appointments:

- Derek Clark – Registration Committee & ICRC
- Allison Peddle – Patient Relations, Registration & ICRC

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MOTION # 6 MOVED BY Ally, and SECONDED BY, Kim, to recommend that Council approve the committee appointments.

MOTION # 6 CARRIED.

4.7 PROPOSED 2022 COUNCIL DATES

The Executive Committee recommended that the following dates be selected for 2022 Council meetings:

- March 4, 2022
- May 27, 2022
- Sept. 23, 2022
- Dec. 2, 2022

MOTION # 7 MOVED BY Kim, and SECONDED BY, Lindsay, to recommend that Council approve the proposed 2022 Council dates.

MOTION # 7 CARRIED

4.8 DRAFT INVESTMENTS & RESERVES POLICY & PROCEDURE

Due to time constraints, the Committee agreed to review the revised draft version of the Draft Investments & Reserves Policy & Procedure electronically. The plan is to have the review completed and approved to go to the September Council meeting.

5.0: NEXT MEETING

A Doodle poll will be sent out prior to the December Council meeting.

6.0: ADJOURNMENT

Adjournment

MOTION # 8 MOVED BY Ally, and SECONDED BY Rhonda to adjourn the Council Meeting.

MOTION # 8 CARRIED.

The September Executive Meeting adjourned at 1430.

**Tribute to Kevin Taylor, RRT
Registrar & CEO from December 1, 2011 – August 6, 2021.**