

1. WELCOME

Patty Johns, Chair of the Board of the Human Resources Professionals Association (HRPA), took the Chair and welcomed all members to the 2023 Annual Meeting of HRPA.

The Chair introduced the speakers for the session which included, Jodi Kovitz, Chief Executive Officer and Acting Registrar, Louis Kan, Chair of our Finance and Audit Committee, and Moderator Brian Buchan, Vice President Public Relations, and Communications.

At the start of the meeting there were 95 voting members present, in person, online, and represented by proxy.

The moderator shared the meeting and voting procedures with the assembly.

2. CALL TO ORDER

Notice having been given of the Annual Meeting, in accordance with the By-laws and with a quorum present, the Chair declared that the meeting was duly constituted for the transaction of business of the Association and called the meeting to order.

3. MINUTES OF THE PREVIOUS ANNUAL MEETING

The minutes of the last Annual Meeting held on May 26, 2022, were distributed to members electronically with pre-registration and were posted on the HRPA web site.

**MOTION**

**"The minutes of the last Annual Meeting held on May 26, 2022, were approved as circulated."**

**CARRIED**

4. CHAIRS REPORT

The Chair s report focused on these key themes.

Economic Uncertainty and Labor Market Challenges:

- There's ongoing economic uncertainty worldwide, along with labor market shortages.
- Employees' expectations for remote work are changing in how and where we work.
- Despite some easing of Covid-19 restrictions, new issues like inflation, recession concerns, and conflicts in Europe continue to disrupt our personal and professional lives.

HR Professionals' Response:

- HR professionals are adapting to this new world of work.
- They focus on talent attraction and retention, aiming for fair and diverse workplaces.
- While remote work and immigration help address labor gaps, retirements are increasing (22% of Canadian workers over 55).

Challenges and Strategies:

- Organizations must work harder to attract, engage, and retain talent.
- Business leaders look to HRPA members for solutions and resilience.
- HRPA manages wage pressures, reviews rewards, and balances remote and in-person work.
- Digital transformation and new workforce skills are crucial.

HRPA's Initiatives:

- HRPA will be prioritizing member value and financial sustainability.
- The Board oversees strategy execution, risk management, and financial health.
- They've introduced an inclusivity policy, aiming for diverse representation.
- Hired a growth minded CEO. Jodi's track record of growth, transformation and thought leadership position her as the ideal leader to reimagine the HRPA as a regulator and association of the HR Profession.

## 5. CEO & ACTING REGISTRAR REPORT

In 2022, the CEO observed a year marked by resilience and opportunities. The evolving landscape of work, coupled with ongoing financial uncertainty, had significantly impacted workplaces, leading the HR profession to face substantial challenges. HR professionals in Ontario cultivated resilience to prepare their companies for the future in the global business environment.

Our HRPA members are experienced these changes firsthand. According to HRPA's 2022 Trend Survey, 94% of HR professionals are handling significantly increased workloads without additional support. Amid shifts in the economy, the great resignation, and quiet quitting, HR professionals grapple with attracting and retaining employees. Employees now demand more than mere diversity platitudes; they seek prioritized and specific strategies for safer, flexible, measurable, and equitable workplace environments.

The responsibility for addressing these challenges rests on the shoulders of the profession. HRPA recognizes its regulatory role in providing meaningful growth opportunities for members. Despite the massive shifts, there's a steadfast focus within the profession and Association to meet current challenges strategically.

Our HR professionals continue to prove their value as strategic business partners, shaping the future of work under regulatory frameworks. HRPA aligns its programs and services with workplace shifts. The 2022 Member and Student Survey revealed that 65% of our membership attended learning events, emphasizing on-demand resources, professional development, conferences, and networking. With over 10,000 registrations in conferences and programs, members find value in HRPA's offerings.

Last year, we hosted over 200 Chapter events across the province, with a 93% satisfaction rating from members. Student members also expressed satisfaction, recognizing the importance of regulated HR. HRPA's new professional guidance, practice standards, and modernized Code of Ethics aim to protect the working public by reducing risks in HR practice.

We have an incredible foundation and membership base, but like so many other organizations, HRPA itself must grapple with the economic pressures and change happening around us.

We recognize that to continue to serve the public interest and add value for our members and the companies they serve, we must focus in 2023 on evolving, growing and diversifying our programs. We also recognize that to ensure our longevity as an organization, we must improve HRPA's financial health, taking a balanced view on behalf of all of our stakeholders, considering both the short and longer term.

The CEO thanked the Board Chair and Interim CEO for their leadership and recognized HRPA's volunteers for their support of the HRPA.

## 6. BY-LAWS AND SCHEDULES

A detailed Table of Concordance which includes the old version of the By-laws, the revisions and the rationale for each change was published with our meeting notices and is on the Annual Meeting webpage.

**MOTION**

**"The Board's recommended revisions to Associations By-laws and Schedules were confirmed as circulated."**

**CARRIED**

**7. AUDITORS' REPORT FOR THE FISCAL YEAR ENDING NOVEMBER 30, 2022**

Louis Kan, Board Director, and Chair of the Finance & Audit Committee indicated that the Auditors' Report has been received and the summarized financial statement are available on the HRPAs website. The statements were also included in the Annual Report.

In the auditor's opinion, the financial statements present fairly, in all material respects, the consolidated financial position of the Association as of November 30, 2022, and its consolidated results of operations along with consolidated cash flows for the year then ended, in accordance with Canadian accounting standards for not-for-profit organizations.

A brief overview was shared with the assembly.

**MOTION**

**"The Auditors Report and Financial Statements for the year ended November 30, 2022, was accepted as presented."**

**CARRIED**

**8. APOINTMENT OF AUDITORS FOR 2023**

The Committee Chair indicated that the accounting firm of *BDO Canada LLP* was being proposed to the membership for appointment as the auditors of HRPAs.

**MOTION**

**"The accounting firm of *BDO Canada LLP* was appointed Auditors for HRPAs for the 2023 fiscal year and the Board of Directors were empowered to fix the remuneration of the Auditors."**

**CARRIED**

**9. REPORT ON REGULATION AND STATUTORY COMMITTEES**

The Associations CEO and Acting Registrar shared with members a report on registration and regulatory committees.

HRPA ended fiscal 2022 with a total of 22,358 registrants. This represents a -2.7% year-over-year loss after a 4.6% increase in 2021.

The overall renewal rate across all registration classes was 85.8%. Again, the renewal rate for designated members at 96.3%, outpaced the renewal rate for non-designated members at 69% and students at 51.5%.

HRPA has 14 regulatory committees which support multiple regulatory functions. Last year 210 volunteers participated in these committees including 36 members of the public.

- The Registration Committee received 21 referrals in 2022, which is a significant decrease from the previous year. 20 of these referrals were approved for registration.
- The Experience Assessment Committee was chaired by Michelle Rathwell and vice-chaired by Elizabeth Blunden. The Experience Assessment Committee reviewed 199 validation of experience applications, of

which 124 or 62.3% were approved. The Committee also reviewed 102 Alternate Route submissions, of which 66 or 64.7% were approved.

- In 2022, the Academic Standards (Diploma) Committee and Academic Standards (Degree) Committee merged to form a single committee, the Academic Standards Committee. The committee was co-chaired by Michelle White and Julie Aitken Schermer and vice-chaired by Kate Toth. The Academic Standards Committee received 23 institutional course approval submissions in 2022 and approved 20. The Committee also received 37 individual submissions in 2022.
- The CHRE Review Committee, chaired by Janet Brooks and vice-chaired by Bruce Fraser, reviewed 23 applications in 2022, approving 4 of those applications.
- The CHRP Exam Validation Committee chaired by Claire Chester and vice-chaired by Roxanne Chartrand oversaw the development and scoring of the CHRP Knowledge Exam and the CHRP Employment Law Exam. In 2022, 720 candidates wrote the CHRP Knowledge Exam with a 64.9% pass rate and 470 candidates wrote the CHRP Employment Law Exam with a 97% pass rate.
- The CHRL Exam Validation Committee chaired by Nancy Richard oversaw the development of the CHRL Knowledge Exam and the CHRL Employment Law Exam. In 2022, 537 candidates wrote the CHRL Knowledge Exam with 71.6% pass rate and 523 candidates wrote the CHRL Employment Law Exam with a pass rate of 87.3%.
- The Continuing Professional Development (or CPD) Committee chaired by Serenela Felea and vice-chaired by Sarah Bhairo oversaw the processing of 3,525 CPD log submissions in 2022. Also, the Committee audited 129 CPD logs selected at random.
- The Complaints Committee chaired by Michael Burokas and vice-chaired by Jackie Chavarie, reviewed 13 complaints last year. The complaint rate for HRP A last year was .57 complaints per 1000 registrants. This complaint rate was the second lowest in Ontario last year.
- The Discipline Committee and the Capacity Committee are two separate committees with separate mandates but share the same membership. Both committees are chaired by Lynne Latulippe and vice-chaired by Steven Lewis.
- The Discipline Committee received 3 referrals in 2022. The Capacity Committee did not receive any referrals last year.
- The Review Committee chaired by Damienne Lebrun-Reid and vice-chaired by Graham Stanclik handled 5 referrals last year. No further action was required in any of these referrals.
- The Appeal Committee chaired by Melanie Kerr and vice-chaired by Maureen Quinlan received 9 referrals in 2022. None of the appeals resulted in overturning the original decision.
- The Professional Standards Committee (PSC), chaired by Claudine Cousins and vice-chaired by Carolyn Jaye, provided feedback and approved 2 practice standard and 5 practice guidelines. It also approved HRP A's new Code of Ethics and Rules of Professional Conduct, which represents a complete rewrite of the previous Code of Ethics and Rules of Professional Conduct, which had been developed in 2008 and implemented in 2009.
- The Chapter Regulatory Discussion Committee met twice in 2022.
- Those who are interested in the activities of our regulatory committees, the HRP A Registrar's Report is published quarterly and posted on the HRP A website.

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#### **10. REPORT ON ELECTION OF DIRECTORS**

The Incoming Chair of the Board Ashim Khemani, thanked the outgoing Board members, Patty Johns, Dr. Susan Haywood, Annette Van't Spyker and John Hannah for their participation on the HRP A Board of Directors and for their dedication and leadership within the HR profession.

She then shared with the assembly the results of the province wide election and congratulated Assad Mallick, Sartaj Sarkaria, Lisa Salvini and Lindsay Temple as the newest directors.

The 2023–2024 Board of Directors were introduced:

1. Ashim Khemani, Chair
2. Alana Free
3. John Hardisty
4. Lisa Isaac
5. Louis Kan, Non-Member Director
6. Timothy Lang, Order in Council Appointee
7. Émilie Le Tual
8. Selomon Menghsha, Order in Council Appointee
9. Alison Staples
10. Assad Mallick
11. Sartaj Sarkaria
12. Lisa Salvini
13. Lindsay Temple
14. Jodi Kovitz

11. **Questions from the Assembly**

**Q: Can you disclose the Auditors Remuneration?**

A: We conduct an evaluation each year internally with our Finance and Audit Committee, but we are unable to disclose fees due to the competitive nature of the disclosure. That said the term had been fixed for a period of five years. This was a good decision for the HRPAs as we were not impacted by high rates of inflation.

**Q: Are there plans to improve our Tools and Resources**

A: Over the last year we have restructured our internal teams to ensure that we focus specifically on this area and in the area of Professional Development.

**Q: Why were there so few CHRE designations granted this year.**

A: We are unable to comment on the decision-making process as we utilize a peer committee to make this determination. We can share however that the CHRE has the highest bar and there is also smaller pool of individuals that might meet the criteria and qualify.

12. **CONCLUSION**

With no further business to be brought forward, the Chair ended the meeting.

\*ORIGINAL SIGNED

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Patty Johns  
Chair of the Board

\*ORIGINAL SIGNED

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Jodi Kovitz  
CEO & Acting Registrar