

(Draft) COUNCIL MEETING MINUTES
December 3rd, 2018 9:30 am – 3:30 pm
December 4th, 2018 9:30 am – 1:00 pm
COO Boardroom | 90-300 Adelaide St. W., Toronto

Council Members Present:

Mr. David Milne, President, Public Member
Mr. Bryan Todd, Vice President, Elected Member
Ms. Dorina Reiz, RO, Elected Member
Ms. Ingrid Koenig RO, Elected Member
Mr. Omar Farouk, Public Member
Ms. Jacalyn Cop-Rasmussen, Public Member
Ms. Neda Mohammadzadeh RO, Elected Member
Mr. Edward Viveiros RO, Elected Member
Ms. Peggy Dreyer RO, Elected Member
Ms. Trudy Mauth, Public Member
Mr. Gordon White, Public Member
Mr. Rob Vezina, RO, Elected Member
Mr. Balbir Dhillon, RO, Elected Member

Administration:

Mr. Fazal Khan, RO, Registrar, CEO
Ms. Melanie Woodbeck, Deputy Registrar
Ms. Michelle Kushnir, General Counsel
Ms. Carolyn Robertson, Manager Communications and Executive Office

1.1 Introductions and Announcement

Ms. Deborah Worrada, the Independent Meeting Chair, opened the meeting with roll call around the Council table and in the Gallery. Andrej Sikic, Liaison to the Ministry of Health and Long-Term Care was in attendance.

1.2 Conflict of Interest

No conflicts of interest were declared.

1.3 Adoption of Agenda

MOTION: TO ADOPT THE COUNCIL AGENDA FOR DECEMBER 3, 2018, AS PRESENTED.
MOVED: DAVID MILNE
SECONDED: OMAR FAROUK

VOTE: CARRIED

2.0 Minutes

No corrections to the minutes were brought forward.

MOTION: TO ADOPT THE OCTOBER 1, 2018, MINUTES AS PRESENTED.

MOVED: PEGGY DREYER

SECONDED: EDWARD VIVEIROS

VOTE: CARRIED

3.0 Finance

3.1 Year-To-Date Financial Variance Report

Deputy Registrar, Melanie Woodbeck, reviewed the Year-to-date Financial Variance Report with the Council. The floor was then opened to questions.

MOTION: TO APPROVE THE FINANCIAL VARIANCE REPORT AS PRESENTED.

MOVED: TRUDY MAUTH

SECONDED: INGRID KOENIG

VOTE: CARRIED

3.2 2019 Draft Budget

Deputy Registrar, Melanie Woodbeck, reviewed the highlights of the draft budget with the Council. The floor was then opened to questions.

MOTION: TO APPROVE THE 2019 DRAFT BUDGET AS PRESENTED WITH AN AMENDMENTS FOR AN ADDITIONAL \$2,000 FOR CRE RANDOM SELECTION (MSF) AND AN ADDITIONAL \$60,000 TO BE ALLOCATED TO THE STAFFING BUDGET.

MOVED: ROB VEZINA

SECONDED: DAVID MILNE

VOTE: CARRIED

4.0 RHPA Amendments-By-Law Changes

Council reviewed proposed changes to by-law articles 15.6, 15.7 and 15.8 following amendments to the *Regulated Health Professions Act*, regarding information posted on the College's public register.

The floor was opened to questions.

MOTION: TO APPROVE, IN PRINCIPLE, THE PROPOSED AMENDMENTS TO BY-LAW ARTICLE 15.6, 15.7, 15.8 AS PRESENTED, FOR CIRCULATION TO STAKEHOLDERS FOR FEEDBACK.

MOVED: TRUDY MAUTH
SECONDED: DAVID MILNE

VOTE: CARRIED

5.0 Governance: Operational Boundaries Policy

5.1 The Emergency Registrar, CEO Succession Policy (OB 2-80)

Mr. White briefed the Council as to need for a Registrar, CEO succession policy. The highlights of the policy were then reviewed.

The floor was opened to questions. A discussion followed regarding the role of the Deputy Registrar.

MOTION: TO APPROVE THE EMERGENCY REGISTRAR, CEO SUCCESSION POLICY (OB 2-80) AS PRESENTED.

MOVED: ROBERT VEZINA
SECONDED: PEGGY DREYER
VOTE: CARRIED

7.0 Fire Drill

Ms. Woodbeck reviewed the fire drill plan and map with the Council.

9.0 Governance Process Policies

9.1 Council Decision Making Policy (GP 4-35)

Mr. White reviewed the proposed Council decision making policy with Council.

A discussion on the diagram in Appendix 1 followed. Amendments were suggested to clarify that task forces and committees typically collect information to support policies, not Council.

Council decided by consensus to direct this policy back to the Governance Committee for further review.

8.0 Strategic Plan Discussion

8.1 Overview of Process (*)

Council heard from the Registrar, CEO, regarding the robust environmental scan and the strategic planning session scheduled for January. Several exciting speakers are planned for the two-day strategic planning session. The COO has also engaged a facilitator, Michael Goldman, from Facilitation First to keep the process on track.

6.0 Presentation by Shenda Tanchak

Ms. Shenda Tanchak, a regulatory, strategic planning and governance expert, presented to Council on shaping regulatory change and the importance of proactive policy making.

A fire drill then took place.

Lunch (12:00 to 1:00)

8.0 Strategic Plan Discussion

8.2 Ends Policy and How It Relates to The Strategic Planning Process

The COO Council was joined by Ms. Fryday-Field who briefed the group regarding the Ends Policy.

9.2 Council and Committees Principles (GP 4-25)

Ms. Fryday-Field reviewed the Council and Committees Principles policy with Council. The policy outlines the principles used by the COO Council to mandate and operate the statutory Committees and the Council Committees.

MOTION: TO APPROVE THE STATUTORY AND COUNCIL COMMITTEE PRINCIPLES POLICY (GP4-25) AS PRESENTED, AND TO RECIND THE LEGACY DESCRIPTIONS (FIGURE 1) FROM THE COUNCIL GOVERNANCE POLICY MANUAL.

MOVED: ROBERT VEZINA

SECONDED: DAVID MILNE

VOTE: CARRIED

9.3 Council Annual Strategic Agenda/ Workplan (GP 4-40)

Mr. White reviewed the strategic Agenda/ Work plan with Council.

MOTION: TO APPROVE THE COUNCIL STRATEGIC AGENDA AND WORK PLAN POLICY (GP 4-40) AS PRESENTED.

Moved: GORD WHITE

Seconded: OMAR FAROUK

VOTE: CARRIED

10.0 Operational Boundaries Policies

10.1 Relationship with the Public and Beneficiaries (OB 2-35)

Mr. White reviewed the Relationship with the Public and Beneficiaries policy with the COO. The policy defines the relationship with the people that are served by the COO.

MOTION: TO APPROVE THE RELATIONSHIP WITH THE PUBLIC AND BENEFICIARIES POLICY (OB 2-35) AS PRESENTED.

MOVED: GORDON WHITE

SECONDED: BRYAN TODD

VOTE: CARRIED

10.2 Member Relations Policy (OB 2-40)

MOTION: TO APPROVE THE OPERATIONAL BOUNDARIES POLICY, OB2-40, ON MEMBER RELATIONS AS PRESENTED.

MOVED: GORDON WHITE

SECONDED: TRUDY MAUTH

VOTE: CARRIED

11.0 Reports

11.1 Registrars report

Mr. Khan reviewed the report with Council.

11.2 NACOR report

Mr. Khan reviewed the NACOR Report with Council.

11.3 and 11.4 Committee Reports and Exams Report

MOTION: CONSENT TO APPROVE ALL COMMITTEE REPORTS AND THE EXAMS REPORT.

MOVED: ROB VEZINA

SECONDED: BRYAN TODD

VOTE: CARRIED

12.0 Life Member By-Law

Council was asked to consider if the Registration Committee is permitted to explore the reasons why the College has life members and whether it should continue to have life members.

Council agreed by consensus that this could take place.

THE *IN CAMERA* SESSION FOLLOWED.

13.0 RECESS

The meeting was recessed at 3:05.

MOTION: TO RECESS THE COUNCIL MEETING.

MOVED: DAVID MILNE

SECONDED: ROBERT VEZINA

VOTE: CARRIED

Council resumed the following day, December 4th at 9:30am.

13.1 Appointed members

The approval of the appointed members was announced and ratified by Council.

13.4 Approval for Neda Mohammedzadeh to participate by phone.

MOTION: TO APPROVE NEDA MOHAMMADZADEH'S PARTICPATION BY PHONE.

Moved: PEGGY DREYER

SECONDED: JACAYLN COP-RASMUSSEN

VOTE: CARRIED

13.5 Approval for Neda to vote by email

MOTION: TO APPROVE NEDA MOHAMMADZADEH'S VOTING BY EMAIL.

MOTION: TRUDY MAUTH

SECONDED: PEGGY DREYER

VOTE: CARRIED

14.0 Executive Elections

14.1 President

The floor was opened to the position of president.

Nominee:

TRUDY MAUTH

Moved:

BALBIR DHILLON

Seconded:

PEGGY DREYER

Ms. Mauth accepted the nomination.

Nominee:

Gordon White

Moved:

INGRID KOENIG

Seconded:

David Milne

Mr. White accepted the nomination

Ms. Mauth was elected President.

14.2 Vice-President

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| <u>Nominee:</u> | <u>Moved:</u> | <u>Seconded:</u> |
| BRYAN TODD | TRUDY MAUTH | ED VIVEIROS |

Mr. Todd accepted the nomination.

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| <u>Nominee:</u> | <u>Moved:</u> | <u>Seconded:</u> |
| DAVID MILNE | OMAR FAROUK | PEGGY DREYER |

Mr. Milne accepts the nomination.

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| <u>Nominee:</u> | <u>Moved:</u> | <u>Seconded:</u> |
| GORDON WHITE | INGRID KOENIG | ED VIVEIROS |

Mr. White declined the nomination.

Mr. Todd is elected Vice President.

14.3 Third position – public

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| <u>Nominee:</u> | <u>Moved:</u> | <u>Seconded:</u> |
| DAVID MILNE | DORINA REIZ | PEGGY DREYER |

Mr. Milne accepted the nomination.

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| <u>Nominee:</u> | <u>Moved:</u> | <u>Seconded:</u> |
| OMAR FAROUK | ED VIVEIROS | BALBIR DHILLON |

Mr. Farouk accepted the nomination.

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| <u>Nominee:</u> | <u>Moved:</u> | <u>Seconded:</u> |
| GORDON WHITE | ROB VEZINA | INGRID KOENIG |

Mr. White accepted the nomination.

Mr. Farouk was elected.

14.4 Fourth position

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| <u>Nominee:</u> | <u>Moved:</u> | <u>Seconded:</u> |
| PEGGY DREYER | BRYAN TODD | ED VIVEIROS |

Ms. Dreyer accepted the nomination.

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| <u>Nominee:</u> INGRID KOENIG | <u>Moved:</u> DAVID MILNE | <u>Seconded:</u> DORINA REIZ |
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Ms. Koenig accepted the nomination.

Ms. Koenig was elected.

15.5 Fifth position

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| <u>Nominee:</u> PEGGY DREYER | <u>Moved:</u> BRYAN TODD | <u>Seconded:</u> ED VIVEIROS |
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Ms. Dreyer accepted the nomination.

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| <u>Nominee:</u> DORINA REIZ | <u>Moved:</u> DAVID MILNE | <u>Seconded:</u> INGRID KOENIG |
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Mrs. Reiz accepted the nomination.
Nominations closed.

Ms. Dreyer was elected.

15.1 Chief Examiner

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| <u>Nominee:</u> PEGGY DREYER | <u>Moved:</u> DAVID MILNE | <u>Seconded:</u> ED VIVEIROS |
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Ms. Dreyer accepted the nomination.

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| <u>Nominee:</u> DORINA REIZ | <u>Moved:</u> INGRID KOENIG | <u>Seconded:</u> ED VIVEIROS |
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Ms. Reiz accepted the nomination.

Ms. Dreyer was elected.

15.2 National Examinations Committee (NEC) Representative

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| <u>Nominee:</u> ROB VEZINA | <u>Moved:</u> PEGGY DREYER | <u>Seconded:</u> ED VIVEIROS |
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Mr. Vezina accepted the nomination.

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| <u>Nominee:</u> INGRID KOENIG | <u>Moved:</u> ROB VEZINA | <u>Seconded:</u> DAVID MILNE |
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Ms. Koenig accepted the nomination.

Mr. Vezina was elected.

17.0 Committee Slate

MOTION: TO APPROVE THE COMMITTEE SLATE AS PRESENTED.

MOVED: ROB VEZINA

SECONDED: JACALYN COP-RASMUSSEN

VOTE: CARRIED

18.0 Committee Dates

MOTION: TO APPROVE THE COUNCIL MEETING DATES AS PRESENTED.

MOVED: ROB VEZINA

SECONDED: INGRID KOENIG

VOTE: CARRIED

ACTION: Council requested that staff research best priced hotels for the May 2019 Council meeting.

19.0 Adjournment

MOTION TO ADJOURN: INGRID KOENIG

SECONDED: BRYAN TODD

VOTE: CARRIED