



College of Chiropodists of Ontario

Minutes of the Executive Committee Meeting Wednesday, February 3, 2021, 2:30 p.m. Online via Zoom

Peter Stavropoulos, Chair

Board Members in Attendance:

1. Andrew Gassmann
2. Matthew Doyle
3. Winnie Linker
4. Peter Ferguson

Regrets:

Staff in Attendance:

1. Julie Maciura, Acting Registrar
2. Meghan Clarke, Manager, Professional Conduct and Hearings

Informal Discussion with Presidents of Associations

Peter Stavropoulos introduced the participants - Ian Chesney, from the Ontario Society of Chiropodists (OSC), and Bruce Ramsden and Don Gracey from the Ontario Podiatric Medical Association (OPMA). The purpose of the discussion was to talk about issues that concern all three stakeholders.

I. Chesney asked if there was an update on the proposed changes to the Drug Regulation and when it might be approved?

P. Stavropoulos advised that Council received letter from the Ontario Medical Association (OMA) in October 2020 about the changes. A group met afterwards and sent a reply to the questions in the letter to OMA.

J. Maciura reached out to the Policy Analyst at the Ministry of Health and he advised that the Regulation is with the Ministry and they will be working on it in the next few months.

D. Gracey asked if the College considered having a conversation directly with the OMA.

P. Stavropoulos noted that this could be discussed by the Executive Committee.

B. Ramsden asked what concerns the OMA had.

The Chair explained that it was a number of things, including the education of Michener graduates, and the fact that College members would be doing tasks that were historically done by medical doctors.

I. Chesney asked about the College Performance Measure Framework and its timeline.

J. Maciura advised that the CFMP is due at the end of March and College staff is working on gathering the information to complete the report. It will be provided to Executive for review before submission to the Ministry of Health.

B. Ramsden asked what the process will be for recruiting a permanent Registrar.

The Chair noted that an update was circulated in the newsletter last week about the Registrar role, and that advertisements have gone out and the posting closes on February 25, 2021. Executive will put a process in place to review the applications and Council will make the ultimate decision.

B. Ramsden asked if the College had thought about retaining a recruiter.

P. Stavropoulos said the College is optimistic that it will have a good field to choose from and it prefers to save the cost of a recruiter at this point.

I. Chesney advised that OSC and OPMA are working on a private member's bill to seek changes to the Chiroprody Act related to scope of practice and title change.

1. Call to Order, Appointment of Secretary, Approval of the Agenda

The Chair opened the meeting noting that notice of the meeting was given, and the meeting was properly constituted with a quorum present.

Meghan Clarke was appointed as Secretary.

Item 4.6 Audit Committee Report was added to the agenda, otherwise, the agenda was approved as presented. It was moved by Peter Ferguson and seconded by Andrew Gassmann to approve the agenda. Motion CARRIED.

2. Declaration of Conflict of Interest

No conflict of interest was declared.

3. Approval of Minutes from November 16, 2020 December 9, 2020 and December 13, 2020, January 16, 2021 and January 22, 2021

It was moved by P. Stavropoulos and seconded by W. Linker to approve the minutes of the meetings of November 16, 2020, December 9, 2020, December 13, 2020 and January 16, 2021 and January 22, 2021. Motion CARRIED.

4. Discussion Items

4.1 EHR Update

Matthew Andrade presented to the Committee on Electronic Health Records ("EHR"), as provided in the Executive Committee meeting package, and answered Committee member questions.

P. Stavropoulos will discuss this with J. Maciura and M. Andrade and report back to the Committee. He indicated that the College should notify members about this service once more information is gathered.

4.2 Standards & Guidelines Meeting Update - Nosheen Chaudhry, Chair

Nosheen Chaudhry joined the meeting. She advised that the Standards & Guidelines Committee is working on updating the Advertising Guideline and a revised Social Media Advisory. The update to the Advertising Guideline was prompted because members now advertise online. The Committee received legal advice that this should remain a guideline rather than a standard because the Advertising Regulation already covers this area. As well, The Charter right to freedom of expression was a consideration in deciding to keep the document as a guideline, rather than a standard.

The Social Media Advisory is intended to guide members on the use of social media platforms.

The Committee discussed the pros and cons of including a reference to ad words in the Advertising Guideline, but ultimately decided that a Q+A on the Advertising Regulation in an upcoming newsletter, with a reference to ad words, is the better approach.

It was moved by P. Stavropoulos and seconded by M. Doyle to approve the S & G Committee Report and the Advertising Guideline and Social Media Advisory, as drafted, for Council's review – see item 5.1. Motion CARRIED.

4.3 Supplemental Registration Examination – Update

The Committee discussed how to approach the 2021 registration exam (and supplemental 2020 exams) given the ongoing pandemic. The Examination Committee will report to Council on the issue and J. Maciura will speak with Eliot To and ask him to speak to Council about how the Michener Institute plans to handle student rotations given the province's restrictions.

4.4 Drug List Submissions Update

The Ministry of Health indicated the proposed drug regulation is being moved through the process.

4.5 Council Meetings – Do we need YouTube for our Council meetings? *

This issue is being deferred for the next Registrar to consider.

4.6 Audit Committee Report

A. Gassmann provided an update from the Audit Committee about the large increase in ICRC legal fees in 2020, and he advised that the Chair of the Committee is still working on the report for Council. The report will be discussed further *in camera*.

5. Decision Items

5.1 Advertising Guideline *

It was moved by P. Stavropoulos and seconded by M. Doyle to approve the S & G Committee Report and the Advertising Guideline and Social Media Advisory, as drafted, for Council's review – Motion CARRIED.

5.2 Social Media Advisory *

It was moved by P. Stavropoulos and seconded by M. Doyle to approve the S & G Committee Report and the Advertising Guideline and Social Media Advisory, as drafted, for Council's review – Motion CARRIED.

5.3 Technical Committee – SWIFT Microwave Therapy System *

It was moved by P. Stavropoulos and seconded by W. Linker that the Committee will not create a guideline on this issue now and will approve the Technical Committee Report, dated January 2021, regarding Swift Microwave Therapy – Motion CARRIED.

5.4 HPRO Governance Training for Council Members *

It was generally agreed that Council members should be canvassed for their interest with respect to attending governance training put on by HPRO and that if the budget permits, then the College could pay for attendance by a reasonable number of Council members.

5.5 Public Member Appointee – Committee Selection

Ramesh Bhandari, public member, was appointed to the Quality Assurance Committee, the Registration Committee, the Discipline Committee and the Inquiries, Complaints and Reports Committee.

5.6 By-law Amendments – Election to Council * (to be deferred)

This item was deferred.

5.7 By-law Amendments – S&G Committee *

Alan Bromstein, Counsel, joined the meeting to discuss amendments to the bylaws he drafted to make the S&G Committee a standing committee of the College. He reviewed the draft language in the Committee's meeting material and answered questions.

A. Bromstein cautioned against removing anyone from the Committee right now. He suggested adding one public member but keeping status quo until after the election in October. The Committee decided that it would wait until after the next Council meeting to add a public member to the S&G Committee.

It was moved by P. Ferguson and seconded by M. Doyle to adopt the following bylaw amendments, for Council's review, to make the S&G Committee a standing committee: adopt of 23.4.01 (as drafted), adopt 23.4.02 (as drafted), adopt 23.4.03 (as drafted) and adopt 23.4.04 with the inclusion of 50 percent as quorum. Motion CARRIED.

5.8 Prescribing and Injecting Application Request

A. Bromstein explained that a member, who registered from another jurisdiction, has asked that Council approve the program for prescribing and injecting. To do so, the Committee agreed that the College should hire a consultant to assess the program. It was decided that the Registrar will retain Tony Merendino.

It was moved by P. Stavropoulos and seconded by M. Doyle to direct the Registrar to retain T. Merendino to analyse the program and materials from the applicant and make a recommendation to Council on whether the applicant can inject and/or prescribe. Motion CARRIED.

5.9 Audit Committee vacancy (and Chair Appointment)

It was moved by P. Ferguson and seconded by M. Doyle to appoint Doug Ellis, public member, to the Audit Committee, and to appoint A. Gassmann as Chair of the Audit Committee. Motion CARRIED.

5.10 Budget

This item was deferred.

6. Next Meeting

6.1 Meeting Dates for 2021

February 3, 2021

March 24, 2021
April 21, 2021
May 19, 2021
July 21, 2021
August 25, 2021
September 15, 2021

Council Meeting Dates for 2021:

February 26, 2021
June 25, 2021
October 29, 2021

6.2 Proposed Agenda Items for Next Executive Committee Meeting

7. In Camera

It was moved by M. Doyle and seconded by W. Linker to move the meeting in camera to discuss the remainder of the agenda. Motion CARRIED.

7.1 Personnel Issue

7.2 Review/Analysis of ICRC Legal Expenses- Audit Committee Report

7.3 Approval of in camera Minutes of January 17, 18, 22, 25 and February 1, 2021

8. Adjournment

The Chair adjourned the meeting at 7:30 p.m.