



# College of Chiropodists of Ontario

## Minutes of the Executive Committee Meeting Wednesday, February 9, 2022, 2:30 p.m. Online via Zoom

**Peter Stavropoulos, Chair**

### **Committee Members in Attendance:**

1. Jim Daley
2. Matthew Doyle
3. Peter Ferguson
4. Winnie Linker

**Regrets:** N/A

### **Staff in Attendance:**

1. Nicole Zwiers, Registrar
2. Meghan Clarke, Manager, Professional Conduct and Hearings
3. Christine Hickey, Manager, Registration, Examinations and Quality Programs

### **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.

*It was moved by J. Daley and seconded by P. Ferguson to approve the agenda – Motion CARRIED.*

N. Zwiers requested that item 7.5 – accreditation – be added to the in camera portion of the agenda.

*It was moved by J. Daley and seconded by P. Stavropoulos to add item 7.5 (accreditation) to the in camera agenda – Motion CARRIED.*

*M. Doyle put forward 90 minutes of preparation time for this meeting and the Committee agreed.*

### **2. Declaration of Conflict of Interest**

No conflict of interest was declared.

### **3. Approval of Minutes from January 12, 2022**

*It was moved by P. Ferguson and seconded by P. Stavropoulos to approve the minutes of the January 12, 2022 Executive Committee meeting – Motion CARRIED.*

### **4. Discussion Items**

## 4.1 Registrar's Report

N. Zwiers noted that she raised the issue of accreditation with the Executive Committee previously. There had been discussion with Accreditation Canada about it accrediting the Michener and the College being a sponsor. After the December 2021 meeting, N. Zwiers reached out with two individuals at Accreditation Canada. It had been in contact with the former Registrar about the College acting as a sponsor. As a sponsor, the College would pay approximately \$2,000, and it would be involved in accrediting the Michener's current chiropody program. That process would take about a year. Being a sponsor means the College would have someone on a panel if there were a complaint about the training received or the content of a specific course. The other option is that the Michener can proceed alone without the College, using the competency profile from the College. The Michener has indicated a willingness to proceed, with or without the College.

N. Zwiers also reached out to the Northern Ontario School of Medicine to discuss the podiatry program. N. Zwiers said there was an interest, but the timing is poor. Northern Ontario School of Medicine is affiliated with Laurentian University and Lakehead University. At this time, Laurentian University is insolvent, and Northern Ontario School of Medicine is trying to become a standalone university, which is its sole focus. N. Zwiers was asked to circle back in a year once the school has determined its future.

N. Zwiers met with the associations. The OSC has written to the Ministry of Health supporting the podiatry model. N. Zwiers met with D. Gracey and I. Chesney and the sense from the OPMA is that no real change is imminent. Because the election is looming, a lot appears to be on hold.

N. Zwiers circulated the MOH's plan to modernize regulation. Yesterday she met with HPRO and the MOH, including A. Henry. The MOH is proposing a reduction in Council from 16-18 to 12. There would be no Executive Committee because a 12-member Council can meet more easily/be nimbler. There would be 50/50 split in terms of public and professional members, and a complete separation from the Committee work. The College would also be subject to the French language requirements. The MOH is not envisioning that it would appoint a supervisor or suspend Council during the transition. The plan also contemplates that the Auditor General is the appropriate forum for an audit, but Colleges would still have to conduct an annual audit.

N. Zwiers asked the MOH if these changes are linked to right touch regulation, and the MOH advised they are. Another component is that the Patient Ombudsperson could be another mechanism for complainants to bring forward concerns. R. Steineke is going to provide a response from HPRO. Most Colleges are putting forward their own response as well, and N. Zwiers said COCOO should as well. The response is due February 23, 2022. The MOH said it relied heavily on the CNO's governance vision statement in developing its proposal. At this time, the MOH said its plan is not to amalgamate colleges.

Some Colleges asked if improvements would be made to the public appointment process, if there is a move to 50 percent public appointees. The MOH said it would have to work with the PAS, or alternatively, College could pay public members themselves to have more control over appointments, but this has a cost implication. Further discussion will take place about this in camera.

W. Linker asked who would be on the Committees if Council is separate from the Committees in the MOH's new governance model. N. Zwiers said that is not clear, but there would be public and professional members on the Committees.

In March, N. Zwiers will be meeting with an allied health network and the associations related to indigenous people to discuss the podiatry model.

N. Zwiers noted that the deadline for the CPMF is March 31, 2022. A draft will be presented to Council on February 25, 2022. The day before Council, staff is meeting to go through the draft CPMF.

N. Zwiers has arranged for a photographer to attend the February 25, 2022 Council meeting to photograph headshots for staff and Council.

#### **4.2 Quality Assurance Committee and Assessments for 2022**

C. Hickey reported that the QAC is moving towards assessing 5% of the membership this year (approximately 40). An orientation/business meeting is being planned for the Committee in April, and a refresher session is being arranged for the assessors in March. The plan is for iMIS to randomly select QA candidates going forward.

By the end of March, the 2021 assessments should be complete.

#### **4.3 Examinations Committee Update**

C. Hickey noted that she has met with S. Shlemkevich, the Chair. Historically, staff has had very little involvement in the Committee, but C. Hickey is moving away from that model. June 18 and 25, 2022 are tentatively on hold for the exams. However, the Michener recently requested that the June 18, 2022 exam date be moved to accommodate convocation. At the next Council meeting, a bylaw change is being proposed to increase the exam fee to bring the College in line with other, similar size Colleges. N. Zwiers noted that the last exam fee increase was in 2015. The bylaw amendment will have to be circulated to the membership for 60 days, so it will only be approved in principle in February. A special meeting will have to be called to approve the increase so it can be applied to the June 2022 exam.

#### **4.4 Elections Committee Update**

The Committee met on January 31, 2022 to discuss the elections process, membership engagement, and Council competencies. The Committee discussed developing competencies for Council/Committee members. P. Ferguson and J. Daley were asked to come up with a skills matrix that sets out the attributes members should self-assess before running for Council. The matrix includes a scoring sheet.

P. Ferguson circulated a module the College of Physiotherapists developed for its members, which could be adapted for the College.

W. Linker agreed that a skills matrix is a good idea, and it may encourage different individuals to run for Council. It will also inform candidates about how they can contribute before they put their name forward for election.

J. Daley said this is a good first step, and it will be helpful if we move to a model where we are appointing people to Council, as per the MOH's plan to modernize regulation.

#### **4.5 2021 Financials**

N. Zwiers circulated the draft financials and is continuing to work on the 2022 budget.

#### **4.6 Drug Regulation Amendments Committee Update**

P. Stavropoulos reported that, in December 2021, the Committee met with the MOH and it felt like what the MOH proposed was a step backwards. Last month, N. Zwiers met with Dr. Jim Wright from the OMA about its response to the proposed changes to the regulation, and its concerns. Shortly after that, the College had a positive meeting with the MOH. The College's goal is still to pursue drug categories, but the current draft is a drug chart. The Committee met with the MOH last Friday and received feedback. The Committee was advised that February 18, 2022 is the deadline to get this done – the Committee replied to the MOH on February 6, 2022, and it is now in the MOH's hands. The College asked that the MOH respond in writing with any concerns as soon as possible. The next meeting is scheduled on February 11, 2022.

### **5. Decision Items**

### **5.1 Removal of Neil Naftolin from ICRC**

N. Zwiers noted that N. Naftolin needs to be removed from the ICRC because he is on the executive of the OPMA, which is a conflict of interest.

*It was moved by W. Linker and seconded by P. Ferguson to remove N. Naftolin from the ICRC – Motion CARRIED.*

### **5.2 Appointment of Steve Orvitz to ICRC and the Discipline Committee**

N. Zwiers proposed that S. Orvitz be added to the ICRC and Discipline Committee to replace N. Naftolin.

*It was moved by J. Daley and seconded by W. Linker to add S. Orvitz to the ICRC and the Discipline Committee – Motion CARRIED.*

## **6. Next Meeting**

### **6.1 Proposed agenda items for next meeting – March 23, 2022**

No agenda items were proposed.

## **7. In Camera**

The Committee moved in camera at 3:45 p.m.

*It was moved by J. Daley and seconded by P. Stavropoulos to move in camera – Motion CARRIED.*