



College of Chiropodists of Ontario

**Minutes of the Executive Committee Meeting
Wednesday, June 8, 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 and CEO
2. Meghan Clarke, Deputy Registrar and 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 P. Ferguson and seconded by J. Daley to approve the 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 May 11, 2022

It was moved by W. Linker and seconded by J. Daley to approve the minutes of the May 11, 2022 Executive Committee meeting– Motion CARRIED.

4. Discussion Items

4.1 Registrar's Report

N. Zwiers noted the position paper on the podiatry model has taken up quite a bit of her time this month. The First Nations Health Managers Association was looking for a position paper that they could endorse that sets out how the

podiatry model could benefit the indigenous communities it supports. Previously the MOH was critical about the information coming forward about the podiatry model– it wanted Ontario-based information, not US data. The position paper cites LHIN data, which was helpful because it's Ontario focused. The position paper and executive summary was provided to the FNHMA to endorse. The idea is to provide the paper and endorsements to the new Minister of Indigenous Affairs.

N. Zwiers reached out to the OHA because they have a robust government relations arm. They gave great feedback on the position paper, including recommending an executive summary. N. Zwiers also shared the paper with Dr. Verma at the Northern Ontario School of Medicine. N. Zwiers and P. Stavropoulos will be meeting with her and others to discuss the paper. Dr. Verma suggested that a needs analysis/business plan will be needed to move this forward with NOSM. She also wanted to hear about clinical placement options.

Staff have also been working on business meetings for the statutory committees. C. Hickey ran a business meeting on May 30, 2022 for the QAC and M. Clarke is organizing a business meeting for ICRC and the Discipline Committee on June 23, 2022. The meetings include an educational component.

N. Zwiers has also been working with the auditors to prepare the audited financial statements for 2021.

The Council materials are being finalized for the June 24, 2022 meeting. There are two guest speakers lined up.

N. Zwiers advised that P. Ferguson will end his role as Acting Practice Advisor on June 24, 2022. P. Stavropoulos has offered to act as the PA until the permanent PA returns.

4.2 Strategic Planning Committee Update

P. Ferguson advised that the intent was to have KPIs ready for the June 24, 2022 Council meeting, but it will be pushed back to the October meeting. KPIs are being developed for both sustainability and the podiatry model.

4.3 Audit Update

J. Daley noted that the audit is in progress, but the draft financial statements have been completed and sent to N. Zwiers and J. Daley. The Audit Committee is meeting with the auditor on Monday. The audit has gone smoothly this year – there are no surprises and no concerns.

4.4 Elections Update

P. Ferguson advised that today is the day nominations opened for elections in district 1 and 2 for chiropractors and podiatrist in district 1. The competencies document and presentation by J. Maciura is still being worked on for potential candidates.

5. Decision Items

5.1 Hotel Expenditures for OSCE Examiners

C. Hickey explained that the OSCE exam is taking place on pride weekend and examiners are having trouble finding hotel rooms under \$400, which is what is reimbursed per the policy. She is requesting that the cap be lifted for this event. The increases being requested are in the range of \$200 to \$50 above the \$400 in the policy.

N. Zwiers suggested that the motion be to give the Registrar use her discretion to approve an amount above the \$400 in the policy.

It was moved by P. Stavropoulos and seconded by J. Daley that the Registrar be allowed to grant exemptions to the \$400 cap for hotel stays set out in the Per Diems and Council and Committee Compensation & Expense Policy – Motion CARRIED.

It was moved by W. Linker and seconded by P. Stavropoulos that the Registrar be able to review and approve expenditures for public appointed members beyond what the Ministry of Health/Public Appointment Secretariate reimburses – Motion CARRIED.

5.2 Removal of Matt Doyle from the ICRC and Discipline Committee

M. Doyle declared a conflict of interest with respect to this item and did not vote.

M. Doyle does consulting for an insurance company and it is a perceived conflict for him to serve on the ICRC and Discipline Committee.

It was moved by P. Stavropoulos and seconded by P. Ferguson that M. Doyle be removed by the ICRC and the Discipline Committee – Motion CARRIED.

6. Next Meeting

6.1 Proposed agenda items for next meeting – July 20, 2022

No suggestions were proposed.

7. In Camera

The Committee moved in camera at 3:32 p.m.

It was moved by P. Stavropoulos and seconded by M. Doyle to move in camera – Motion CARRIED.