



College of Chiropodists of Ontario

Minutes of the Executive Committee Meeting Wednesday, September 21, 2022, 3:15 p.m. Online via Zoom

Peter Stavropoulos, Chair

Committee Members in Attendance:

1. Jim Daley, Public Appointee
2. Matthew Doyle, Professional Member
3. Peter Ferguson, Professional Member

Regrets:

1. Winnie Linker, Public Appointee

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 & Quality Programs
4. Stanley Huang, Executive Assistant

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.

M. Clarke was appointed as Secretary.

It was moved by J. Daley and seconded by M. Doyle to approve the agenda – Motion CARRIED.

M. Doyle put forward 60 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 August 17, 2022

It was moved by J. Daley and seconded by P. Stavropoulos to approve the minutes of the August 17, 2022 Executive Committee meeting – Motion CARRIED.

4. Discussion Items

4.1 Registrar's Report

N. Zwiers noted that she met with Judy Linton from Ontario Health, along with P. Stavropoulos, Don Gracey and Ian Chesney. The meeting was positive and was focused on moving away from hospitalization. J. Linton was not familiar with the podiatry model or full scope podiatry, and what that could mean for the province, but she was very supportive. In advance, J. Linton was provided with an overview prior to the meeting. She understands why the podiatry model is important. Ontario Health is taking on an advisory role in the way HPRAC previously did. The next step is that J. Linton will draft a report for her stakeholders, and she would come back to the College to make sure the report is accurate.

P. Stavropoulos noted that J. Linton is a nurse and has held several portfolios with the government and in hospitals.

N. Zwiers advised that she attended the CLEAR conference in Louisville, Kentucky last week with College staff (M. Clarke and C. Hickey). It is a conference on professional regulation, and is attended by regulators from Canada, US, UK and Australia. It was an opportunity to understand best practices in other jurisdictions, and to network with other regulators. N. Zwiers noted that she and M. Clarke are attending the CNAR conference in PEI next month.

Bill 106 is the legislation being tabled to reduce barriers for internationally trained applicants to get registered, and it is expected it will pass. The expectation is that health regulators will focus on timelines, some of which are challenging for the College. HPRO provided feedback on some of the timelines. For example, the College only has 30 days to provide a response to an application, which is challenging when we need to obtain transcripts from international jurisdictions. We would have to deny an applicant in the interest of protecting the public, which would force applicants to appeal. Most of the feedback from the HPRO Registrars was on the timelines. The Ministry is now saying it expects to put this forward at the end of October. The College hopes to be able to continue to provide feedback, including the suggestion that the 30 days should not start running until all the material has been received by the College. This was a theme at CLEAR as well – there is a real push on getting internationally trained applicants registered.

There is orientation for new Councilors on October 27, 2022 to give an overview of the College and its committees.

Tomorrow there is a staff retreat to discuss several ways we can improve our operations.

4.2 Member Survey/Data Collection

P. Stavropoulos advised that the survey is ready to be disseminated to the membership. Eventually the survey will be captured in iMIS, the College's database. M. Doyle asked whether the College will let members know why the College is collecting the data and that it will be kept confidential, and P. Stavropoulos confirmed that it would.

4.3 Exam and Election Update

C. Hickey noted that applicants who wrote the June exam have mostly been registered, with a few exceptions. The next sitting of the exam is November 1, 2022 for the written exam and November 5, 2022 for the OSCE. C. Hickey provided an update on the candidates who appealed the results of the exam.

The election ran smoothly. Of the 50 eligible voters, 30 voted. Chad Bezaire was the successful candidate for District 2.

Matthew Andrade was acclaimed in District 1.

C. Hickey noted that all candidates completed the self-assessment for Council members online prior to standing for election.

Corporate renewals went live on Monday online, and so far, the rollout has been going well.

The Michener is meeting on September 27, 2022 and will provide a list of potential candidates for the selected candidate after that.

5. Decision Items

5.1 Development of a Fee Standard

M. Clarke explained that the Practice Advisor received questions from members about providing fee reductions for specific groups like seniors or the military. The Practice Advisor sought legal advice, and D. McKenna suggested that the College develop a fee guideline for the Standards & Guidelines Committee to recommend to Council at its October 2022 meeting.

It was moved by P. Stavropoulos and seconded by J. Daley that the Executive Committee refer the development of a fee guideline to the Standards and Guidelines Committee – Motion CARRIED

5.2 Removal of Nosheen Chaudry from Standards and Guidelines Committee

N. Chaudhry requested that she be removed from the S&G Committee.

It was moved by P. Stavropoulos and seconded by M. Doyle to remove Nosheen Chaudry from the Standards and Guidelines Committee – Motion CARRIED

5.3 Appointment of Peter Guy as Interim Chair of Standards and Guidelines Committee

P. Stavropoulos noted that P. Guy is already on the S&G Committee and he has agreed to serve as interim Chair until the October Council meeting.

It was moved by P. Stavropoulos and seconded by J. Daley to appoint Peter Guy as Interim Chair of the Standards and Guidelines Committee – Motion CARRIED

5.4 Revised Per Diems and Council and Committee Compensation & Expense Policy

M. Clarke explained that staff made several changes to the Per Diems and Council and Committee Compensation & Expense Policy to make the operationalization easier for staff.

It was moved by P. Stavropoulos and seconded by J. Daley to recommend the approval of the amended Per Diems and Council and Committee Compensation & Expense Policy to Council – Motion CARRIED

6. Next Meeting

6.1 Proposed agenda items for next meeting – October 5, 2022

J. Daley requested a financial update.

7. In Camera

The Committee moved in-camera at 4:10 p.m.

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