



College of Chiropodists of Ontario

Minutes of the Executive Committee Meeting Wednesday, January 18, 2023, 3:00 p.m. Online via Zoom

Peter Stavropoulos, Chair

Committee Members in Attendance:

1. Jim Daley, Public Appointee
2. Matthew Doyle, Professional Member
3. Melanie Atkinson, Professional Member
4. Winnie Linker, Public Appointee

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 & Quality Programs
4. Stanley Huang, Executive Assistant

Informal Discussion with Associations

Bruce Ramsden from the Ontario Podiatric Medical Association (OPMA) attended. There was no representative from the Ontario Society of Chiropodists (OSC) present. The purpose of the meeting was to discuss issues that concern College stakeholders.

B. Ramsden provided two questions in advance to N. Zwiers. One question was to request a list of suggested EDI courses that provide accreditation, for the purpose of meeting the CE credit. C. Hickey provided B. Ramsden with a list of resources via email. B. Ramsden also expressed frustration with the drug list in the proposed drug regulation, and the fact that the government will not pay for the US formulary service.

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. The meeting began at 2:52 p.m.

M. Clarke was appointed as Secretary.

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

It was moved by J. Daley and seconded by P. Stavropoulos to add item 5.7 Examination Honoraria Policy to the agenda – MOTION CARRIED.

P. Stavropoulos put forward two hours 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 December 14, 2022

It was moved by P. Stavropoulos and seconded by M. Doyle to approve the minutes of the December 14, 2022 Executive Committee meeting – Motion CARRIED.

4. Discussion Items

4.1 Financial Statements

N. Zwiers explained that the financial statements were shared with the Committee, with the caveat that the invoices for December 2022 have not all been received, so the surplus will change. N. Zwiers noted that there were also several Discipline Committee hearings in December so the legal fees will be higher than what is currently reflected in the financial statements.

4.2 Registrar's Report

N. Zwiers advised that, since the holidays, her time has been primarily focused on preparing for the Council meeting. However, last week she had a positive meeting with Michael Twiss, the Dean of Science at Algoma University. N. Zwiers had previously met with the President of Algoma about the podiatry model. M. Twiss was receptive to the podiatry model, in terms of how it fits in with the University's mandate to provide healthcare to northern, indigenous communities. M. Twiss noted that he wants to write in support of the removal of the podiatry cap when it goes before the government as part of the proposed revision to the Registration Regulation, to address emergency class registration.

The Ontario government recently announced that OHIP-funded surgeries can be performed in private clinics. The intent is to address the backlog in surgical procedures. D. Gracey requested on behalf of OPMA and Ian Chesney on behalf of OSC that the associations and the College write to the Ministry of Health to request the removal of the podiatry cap and the expansion of the scope of practice. This letter is another opportunity to advocate for the removal of the podiatry cap.

The Discipline Committee recently released a decision that included a cost award that does not align with the law. N. Zwiers is concerned that the Committee did not follow the law and that the College is stuck with this precedent. N. Zwiers advised that, as part of the upcoming Discipline Committee business meeting, effective decision writing will be addressed.

4.3 Registration Regulation (Bill 106)

N. Zwiers explained that Bill 106 is now in effect – the intent is to reduce barriers to registration for internationally trained applicants. The College is required to update its Registration Regulation because of the Bill. It contemplates an emergency class of registration. As part of that, N. Zwiers requested the removal of the podiatry. Today, the Executive Committee needs to discuss the requirement to have 800 practice hours (as drafted in the proposed regulation), which is incongruent with the proposal from the S&G Committee to have 360 hours in two years. N. Zwiers asked legal counsel where the 800 hours came from, but she was not aware. At this point, the College can change the Registration Regulation or the draft standard.

The College must put the draft out to the membership for 60 days for consultation. At a future date, the Executive will be asked to put the proposed regulation out for submission. The regulation needs to be in the government's hands in May to be enacted at the end of the summer.

5. Decision Items

5.1 Removal of Sonia Rebello from the Registration Exam Committee

It was moved by P. Stavropoulos and seconded by J. Daley to remove Sonia Rebello from the Registration Exam Committee – Motion CARRIED

5.2 Declaring Clinical Practice Hours Standard of Practice

N. Zwiers explained that this item was referred to the S&G Committee and this draft is a result of the S&G meeting. N. Zwiers questioned why the workweek was based on 30 hours instead of 35 or 40 hours. In any case, the number of hours in the standard should be consistent with the new Registration Regulation.

P. Stavropoulos provided some context for how the S&G Committee came up with the proposed number of hours. He also explained that the Committee decided that direct clinical care is required to declare currency of practice.

P. Stavropoulos noted that the 800 hours in the proposed regulation is high, given the discussion at S&G Committee.

The Committee discussed whether this document should be a Guideline or a Standard. The Committee decided that it would be more appropriate as a Guideline, given that it provides guidance to applicants and members on the interpretation of the Registration Regulation.

The Committee discussed that the 30-hour workweek took into account that administrative tasks do not count for the purpose of calculating hours of clinical hours.

W. Linker suggested that the Guideline include more details about what is/is not considered for the purpose of declaring clinical practice hours. P. Stavropoulos noted that working for a lab or research would not be considered clinical care, but charting contemporaneously is.

It was moved by P. Stavropoulos and seconded by W. Linker to recommend the approval of the Declaring Clinical Practice Hours Guideline (not a Standard of Practice) to Council – Motion CARRIED

5.3 Social Media Standard of Practice

N. Zwiers explained that the College has a Social Media Advisory. At the request of the Executive Committee, the S&G Committee elevated the Advisory to a Standard, which is before the Committee to review.

W. Linker recommended that the Standard be reviewed annually because social media is an evolving platform.

It was moved by M. Doyle and seconded by W. Linker to recommend the approval of the Social Media Standard of Practice to Council – Motion CARRIED

After item 5.3, the Committee voted on a motion to move in-camera to discuss item 7. The remaining items were discussed when the Committee moved out of in-camera.

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

5.4 Increase to Corporate Renewal Fees

N. Zwiers advised that corporate renewal rates had not been increased since 2014 when the bylaw came into effect.

It was moved by M. Doyle and seconded by W. Linker to recommend an increase to corporate renewal fees to Council – Motion CARRIED

5.5 Election Bylaw Amendment (Eligibility)

It was moved by P. Stavropoulos and seconded by M. Atkinson to recommend the proposed amendments to the election bylaw, with respect to eligibility criteria to run for Council, to Council – Motion CARRIED

5.6 Elections Bylaw Amendment (Dates of Elections and Electronic Ballots)

It was moved by J. Daley and seconded by P. Stavropoulos to recommend the proposed amendments to the election bylaw, with respect to changing the dates of elections and allowing for electronic ballots, to Council – Motion CARRIED

5.7 Examination Honoraria Policy

It was moved by J. Daley and seconded by P. Stavropoulos to recommend the approval of the Examination Honoraria Policy to Council – Motion CARRIED

6. Next Meeting

6.1 Proposed agenda items for next meeting – February 15, 2023

7. In Camera

The Committee moved in-camera at 4:04 p.m.

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

8. Adjournment

The Committee adjourned the meeting at 6:00 p.m.

It was moved by P. Stavropoulos and seconded by J. Daley to adjourn the Executive Committee meeting – Motion CARRIED.