



College of Chiropodists of Ontario

**Minutes of the Executive Committee Meeting
Wednesday, February 15, 2023, 2:30 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

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 2:33 p.m.

M. Clarke was appointed as Secretary.

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

M. Atkinson put forward one hour 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 18, 2023

It was moved by M. Atkinson and seconded by P. Stavropoulos to approve the minutes of the January 18, 2023 Executive Committee meeting – Motion CARRIED.

4. Approval of Minutes from February 8, 2023

It was moved by J. Daley and seconded by M. Atkinson to approve the minutes of the February 8, 2023 Executive Committee meeting – Motion CARRIED.

5. Discussion Items

5.1 Financial Statements

N. Zwiers advised that the College is in a surplus, though it is not a large surplus. She offered to answer questions from the Committee, but there were no questions.

5.2 Registrar's Report

Last week N. Zwiers attended a luncheon where Minister Sylvia Jones discussed the health human resource shortage. She spoke about the potential for an expanded scope for paramedics. She also spoke about the success of pharmacists having prescribing rights. Her focus was on how the health care system can maximize healthcare professionals to minimize the impact on hospitals and to allow people to remain in their homes.

N. Zwiers also attended an all-day HPRO strategic planning meeting facilitated by Deanna Williams. The intent was to resolve HPRO's mandate. All the 26 regulators are represented at the table. When HPRO decides to do something as an entity, all Registrars need to sign off on it. The group discussed how the structure of HPRO might need to change to have more impact. For smaller colleges like ours, we get a lot of value from the group.

N. Zwiers also met with several stakeholders to discuss a podiatry program at Algoma University.

The College is working on completing the 2022 CPMF submission, which is due March 31, 2023.

The College is now receiving feedback from the membership about the Registration Regulation. N. Zwiers will draft a summary to include on the website with the consultation to respond to some of the inquiries.

5.3 Third-Party Governance Assessment

N. Zwiers advised that the College received its final report from Nanci Harris, who conducted a third-party assessment of Council. The College received a good rating. J. Daley commented that he disagreed that the College did not make attendance at the meeting accessible to the public, and he also did not think it was a concern that the association presidents had their cameras off because they are just observers.

6. Decision Items

6.1 Revised Honorarium Policy

M. Clarke explained that the proposed changes are to clarify the reimbursement for travel, meals, accommodation, and parking. In terms of meals, the proposal is to provide a maximum for breakfast, lunch and dinner.

W. Linker suggested \$30 for dinner is reasonable and she supported the proposed changes.

\$10 breakfast
\$15 lunch
\$30 dinner

It was moved by J. Daley and seconded by M. Doyle to approve the amended Per Diems and Council and Committee Compensation Policy – Motion CARRIED

6.2 Revised Exam Honorarium Policy

C. Hickey explained that the revisions are to ensure consistency with the general honorarium policy.

It was moved by J. Daley and seconded by M. Doyle to approve the amended Examinations Honorarium Policy – Motion CARRIED

7. Next Meeting

7.1 Proposed agenda items for next meeting – March 22, 2023

8. In Camera

The Committee moved in-camera at 3:22 p.m.

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

9. 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.