



**Minutes of the Executive Committee Meeting  
October 16, 2024, 2:30 p.m.  
Online via Zoom**

**Peter Stavropoulos, Chair**

**Committee Members in Attendance:**

1. Chad Bezaire
2. Allan Katz
3. Jannel Somerville
4. Reshad Nazeer

**Staff in Attendance:**

1. Nicole Zwiers, Registrar and CEO
2. Nawaz Pirani, Manager, Registration, Examinations and Quality Programs
3. Meghan Clarke, Deputy Registrar and Manager, Professional Conduct and Hearings
4. Shruti Tantry, Manager, Communications and Engagement (recorder)

**1.1 Call to Order, Appointment of Secretary, Approval of the Agenda, Approval of preparation time for professional members**

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 2:33p.m.

S. Tantry was appointed as Secretary.

*It was moved by A. Katz and seconded by C. Bezaire to approve the agenda. – Motion CARRIED.*

*C. Bezaire put forward 60 minutes of preparation time for this meeting and the Committee agreed. – Motion CARRIED.*

**1.2 Declaration of Conflict of Interest**

No conflict of interest was declared.

**1.3 Approval of Minutes from the September 18, 2024 Executive Committee Meeting**

*It was moved by C. Bezaire and seconded by R. Nazeer to approve the minutes of the September 18, 2024 Executive Committee meeting – Motion CARRIED.*

No corrections or changes noted.

## **2.0 Discussion Items**

### **2.1 Registrar's Report**

In her report, Registrar N. Zwiers provided updates about the College's activities from the past few months, after welcoming new Executive Committee members, J. Somerville and R. Nazeer.

N. Zwiers shared some highlights from the Canadian Network of Agencies of Regulation (CNAR) conference, which took place from October 7-9 in Ottawa. N. Zwiers, President P. Stavropoulos and staff attended the conference, joining representatives from various regulatory bodies across the country. This conference is a great way for College staff to interact and engage with colleagues from the healthcare regulatory space as well as stay updated on the trends and topics impacting various regulatory bodies and regulated professions across the country.

N. Zwiers and P. Stavropoulos will be meeting with their fellow signatories, the OSC and OPMA, regarding their joint position paper on the Full Scope Podiatry Model. The group plans to discuss the details of their proposal to the Ministry of Health regarding scope expansion.

N. Zwiers shared an update regarding the College's plans to host a conference for all Canadian provincial footcare regulators in the spring of 2025. The College sent out a survey to the other regulators to understand the various footcare models across provinces, each province's registrant classes or categories, and details about the scope of practice for their registrants, to have an overall jurisdictional scan. Results will be collated and shared with Council at its next meeting.

Lastly, N. Zwiers mentioned that Discipline Committee members will be attending a training and orientation session on November 7<sup>th</sup>, 2024, organized by the Health Professions Discipline Tribunal Chair. The College invites feedback from the attendees.

P. Stavropoulos added his thoughts on his experience attending the CNAR conference for the first time. The highlights for him included the discussions and presentations on the impacts of Artificial Intelligence on data collection and regulatory processes, as well as interacting with fellow presidents of healthcare regulators from across Canada.

The Executive Committee discussed how New Brunswick and Newfoundland and Labrador might also move towards regulating footcare professionals in the future, and C. Bezaire provided assurances that he will provide updates about the developments.

### **2.2 Financial Statements**

N. Zwiers presented the updated financial statements from the last few months, highlighting that discipline committee costs are higher this year as compared to last year, due to the increase in referrals of complaints to discipline. Additionally, the College has experienced an increase in sexual abuse cases that adds to the costs.

She added that an increase in complaints is not necessarily to be considered a negative sign as it indicates that the public recognizes the College as the responsible body to contact if a patient or stakeholder experiences an issue or concern with the care they've received from a chiroprapist or podiatrist.

### **3.0. Decision Items**

#### **3.1 Proposed 2025 Executive Committee Meeting Dates.**

*It was moved by R. Nazeer and seconded by J. Somerville to recommend the approval of the following 2025 Executive Committee dates.*

- January 8
- February 12
- March 12
- April 16
- May 14
- June 11
- July 16
- August 13
- September 17
- October 1
- November 19
- December 17

#### **3.2 Audit Committee Composition**

*It was moved by C. Bezaire and seconded by A. Katz to approve the updated Audit committee composition, removing M. Atkinson. – Motion CARRIED.*

According to the by-law:

- 23.2.01 The Audit Committee shall be a standing committee of the College composed of three councillors, at least one of whom shall be a public councillor.
- 23.2.02 The President shall not be a member or ex-officio member of the Committee.

As M. Atkinson is no longer a member of Council as of September 27, 2024, she will no longer be on the Audit Committee. The committee is comprised of three professional members and one public member, which meets the requirement outlined in the by-law.

#### **4.0 Next Meeting**

The next meeting will take place on Wednesday, November 13, 2024, and the last meeting of the year will take place on December 18, 2024.

#### **4.1 Proposed agenda items for next meeting – November 13, 2024**

No items proposed at this time.

#### **5.0 In Camera**

The Committee moved in-camera at 3:18pm.

*It was moved by C. Bezaire and seconded by R. Nazeer to move in-camera pursuant to section 7(2)(b) of the Health Professions Procedural Code on the basis that financial or personal or other matters may be disclosed of such a nature that the harm created by the disclosure would outweigh the desirability of adhering to the principle that meetings be open to the public. – Motion CARRIED.*

*A motion was made to move out of in-camera by A. Katz and seconded by R. Nazeer at 3:27 pm. – Motion CARRIED.*

### **5.1 Adjournment**

*A motion was made to adjourn the meeting by A. Katz and seconded by R. Nazeer. – Motion CARRIED.*

Meeting adjourned at 3:27 p.m.