



College of Chiropodists of Ontario

Minutes of the Executive Committee Meeting Wednesday, November 15, 2023, 2:30 p.m. Online via Zoom

Peter Stavropoulos, Chair

Committee Members in Attendance:

1. Melanie Atkinson
2. Allan Katz
3. Chad Bezaire
4. Jim Daley

Staff in Attendance:

1. Nicole Zwiers, Registrar and CEO
2. Michael Aubé, Manager, Registration, Examinations and Quality Programs
3. Nanci Harris, Administrative Support (recorder)

Regrets:

1. Meghan Clarke, Deputy Registrar and Manager, Professional Conduct and Hearings

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 2:34 p.m.

N. Harris was appointed as Secretary.

P. Stavropoulos put forward 60 minutes of preparation time for this meeting and the Committee agreed.

1.2 Declaration of Conflict of Interest

No conflict of interest was declared.

1.3 Approval of Minutes from October 11, 2023

It was moved by J. Daley and seconded by M. Atkinson to approve the minutes of the October 11, 2023 Executive Committee meeting – Motion CARRIED.

No corrections or changes noted.

2.0 Discussion Items:

2.1 Registrar's Report

N. Zwiers provided an update on outreach including the Ontario Podiatry Conference on October 8, 2023 – well attended with good reception and attended the Canadian Federation of Podiatric Medicine (CFPM) conference on Nov. 3rd for the first time. N. Zwiers was part of a plenary discussion speaking on governability and approaches to QA. There were good questions with respect to any update on the Podiatry model. She has received an invitation for next year's OSC event in May 2024. N. Zwiers also attended a virtual session with first year students at Michener and has provided feedback that there should be regular contact between the Regulator and each year of students. She did note that all students in attendance had their cameras off and asked faculty if this was protocol for students enrolled in a program requiring close, in-person contact with patients.

N. Zwiers has volunteered to join the Ministry of Health's (MOH) working group as a representative Registrar on the Working Group for the College Performance Measurement Framework (CPMF). Each member of the working group has been tasked to review three RHPA College's 2022 CPMF submissions and make comments about commendable practices in those organizations.

N. Zwiers and M. Clarke recently visited the College of Physiotherapists (CPO) with respect to viewing their offices in consideration of sharing space. More discussion will take place during the in-camera session about leasing options being explored.

N. Zwiers remains part of a Prescribing Committee hosted by the College of Pharmacists (OCP) whose membership includes other regulators and associations who are interested in advising on best practices in drug regulations. The Committee has finalized the terms of reference, and the intent is to operate as a group that provides best practices to the MOH. A sub-group has created a timeline and goal document with a deadline to conclude this work by December 2024 culminating in a proposal to MOH and other relevant stakeholders.

N. Zwiers has emailed the President of the OMA about the Podiatry model following her meeting with Allison Henry. Awaiting a reply.

N. Zwiers noted she had received lots of positive feedback about the recent issue of Footprint regarding the meeting with the Chiefs of Ontario Health Committee meeting in June. This outreach resonated with many registrants who are involved in providing care to First Nations and rural populations.

N. Zwiers noted that the staff's current focus involves work on completing our 2023 CPMF reporting tool which is due March 31, 2024. N. Zwiers also spoke to the problem identified by the MOH with respect to "misalignment" where the responses answer a different question; this is not been an issue for COCOO. We are also focusing on preparing for the January Council meeting which will require Budget approval and, given the holidays, there is a tight timeframe. Lastly the next Town Hall meeting is being held December 9th.

Comments:

P. Stavropoulos feels outreach is making a significant difference in terms of the College's profile and that it shows our openness and transparency also demonstrated by continuing to host the Town Halls. P. Stavropoulos commented that he is pleased that the College is involved in the prescribing group to further the excellent work of the Standing Drug Committee.

2.2 Financials

N. Zwiers noted that we are in sound financial position at this time and expect to be by year end, but there are outstanding invoices to pay that will impact the financials.

A Katz confirmed that what is projected for the fiscal year end looks favourable. N. Zwiers provisionally agreed noting legal costs are a considerable expense and what isn't known until the year end is what our total recovery costs

will look like. N. Zwiers noted that our financials are always impacted at year end by cost recovery on the Discipline decisions and legal costs. We continue to experience a high rate of complaints relative to the size of our College.

A Katz noted this phenomenon is part of our storytelling to provide context for our financial decisions and that our members need to be partners in understanding this and encourage their reflection. It was noted that other Colleges whose staff work mostly in hospital settings might see those complaints absorbed into their hospital complaint system and, as a result, the regulator receives less complaints.

We are still seeing complaints with respect to unethical business practices so this requires continued reflection and attention. P. Stavropoulos spoke to our visibility and the amount of contact we have with insurance companies and what their redress can be (i.e. make a complaint) which might speak to our higher numbers. If this trend continues we may need to take steps to take more action with perhaps more stringent remediation and response to the complaints.

J. Daley noted we have approximately a \$300K surplus year to date and the move to emphasize cost recovery is having a positive impact on our bottom line. As well, exam and corporate fees are up, as are legal recovery and interest income which is all helpful.

N. Zwiers noted that the number of complaints positively reflects that members of the public know who the regulatory body is when they have a complaint, and this is the goal of any regulator. This indicates the College is effective in this respect.

3.0 Decision Items:

3.1 Revision of ICRC and Discipline Committee – Peter Stavropoulos

It was moved by C. Bezaire and seconded by A. Katz to add Cary Collis to the Inquiries, Complaints and Reports and Discipline Committees – Motion CARRIED.

No discussion.

3.2

It was moved by P. Stavropoulos and seconded by J. Daley to add Lloyd Nesbitt to the Inquiries, Complaints and Reports and Discipline Committees – Motion CARRIED.

No discussion.

A Katz asked if, when someone is nominated for a committee, there is a review to ensure the candidate meets the requirements for nomination (no Discipline history or current complaints etc). N. Zwiers confirmed that this is part of the process.

Next step: N. Zwiers will inform the new members and they will receive an orientation with a gradual introduction to their full role.

4.0 Next Meeting

4.1 Proposed agenda items for next meeting – December 13, 2023

No items proposed at this time.

5.0 In Camera

The Committee moved in-camera at 3:20 p.m.

It was moved by J. Daley and seconded by M. Atkinson 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 C. Bezaire at 4:30 pm. Motion CARRIED.

6.0 Adjournment

The Committee adjourned the meeting at 4:03 pm.

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