



College of Chiropodists of Ontario

**Minutes of the Council Meeting
Friday, June 24, 2022, 9:00 a.m.
180 Dundas St. W., 19th Floor Conference Room**

Council Members in Attendance:

1. Matthew Doyle
2. Peter Ferguson
3. Melanie Atkinson
4. Ed Chung
5. Sasha Kozera
6. Winnie Linker
7. Irv Luftig
8. Jim Daley
9. Allan Katz
10. Patrick Rainville
11. Donna Shewfelt
12. Peter Stavropoulos
13. Eliot To
14. Reshad Nazeer
15. Ramesh Bhandari

Regrets:

1. Andrew Simmons

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, Examination and Quality Programs
4. Stanley Huang, Executive Assistant

General Legal Counsel:

1. Sarah Yun

Guests:

1. Bruce Ramsden, President, OPMA – via Zoom
2. Jana Charyk, OSC

1. Call to Order

1.1 Call to Order, Appointment of Secretary

P. Stavropoulos called the meeting to order at 9:01 a.m., noting that notice of the meeting was given, and the meeting was properly constituted with a quorum present. Meghan Clarke was appointed as Secretary.

P. Stavropoulos welcomed Council members, staff and guests.

1.2 Approval of Agenda

P. Stavropoulos requested that the following items be added to the agenda: item 1.5 – preparation time for professional members; item 4.6 – approval of a land acknowledgement; item 4.5 – recommendation by SPC re: funding for podiatry model.

As well, it was clarified that item 4.2 will include the auditor's report will include financial statements.

It was moved by W. Linker and seconded by A. Katz to approve the agenda with the noted amendment. Motion CARRIED.

1.3 Declaration of Conflict of Interest

No conflict of interest was declared.

1.4 Approval of Minutes of February 25, 2022 and May 13, 2022 Council Meetings

It was moved by S. Kozera and seconded by P. Rainville to approve the minutes of the February 25, 2022 and May 13, 2022 Council meetings. Motion CARRIED.

1.4 Preparation Time for Professional Members

P. Stavropoulos proposed two hours of preparation time for professional members for the Council meeting.

It was moved by D. Shewfelt and seconded by E. Chung to approve two hours of preparation time for professional members for the Council meeting. Motion CARRIED.

2. Consent Agenda Items

It was moved by A. Katz and seconded by I. Luftig to approve consent agenda items 2.1 and 2.2. Motion CARRIED

3. Education Session – Part One

Judith Eigenbrod from the First Nations Health Association presented to Council.

W. Linker suggested that Council engage in a course on cultural competencies/sensitivity. S. Kozera suggested a program through the University of Alberta. P. Rainville recommended the San'yas Indigenous Cultural Safety Online Training.

P. Ferguson noted that some of the College's standards do not allow flexibility for remote communities – for example, in-person follow up in the Orthotics Standards.

4. Decision Items

4.1 By-Law Amendment re: Election Nomination

P. Ferguson explained that the Elections Committee is trying to get more engagement from members and remove barriers from running for Council. The proposal is to amend the Bylaw to remove the need for three nominators and allow registrants wanting to run for election to Council to self-nominate.

P. Ferguson also advised that the skills matrix and governance presentation by J. Maciura are now live on the website.

It was moved by S. Kozera and seconded by M. Doyle to approve the proposed amendments to Bylaw 1 (article 51.04) to remove the need for three nominators and to allow registrants to self-nominate. This change will come into effect in 2023. Motion CARRIED.

4.2 Auditor's Report

J. Daley noted that the audited financial statements are virtually identical to the draft presented to Council in February 2022.

It was moved by W. Linker and seconded by J. Daley to approve the Auditor's report. Motion CARRIED.

It was moved by P. Stavropoulos and seconded by D. Shewfelt to approve the 2021 audited financial statements. Motion CARRIED.

It was moved by J. Daley and seconded by P. Stavropoulos to reappoint Hilborn LLP as the College's auditor for the 2022 fiscal year. Motion CARRIED.

4.3 Quality Assurance Program Policies and Terms of Reference

C. Hickey explained that the QAC had a business meeting at the end of May 2022 and these items were developed at that meeting. The Committee developed terms of reference. The revised CE policy allows for more online/virtual CE credits and provides a financial penalty for members who do not complete their CE credits when audited. This will require a bylaw change. C. Hickey explained that the Practice Assessment Policy will require assessors to undergo annual training, and she recommended that the training include cultural sensitivity training.

E. Chung requested that Wounds Canada be added to Category A, and this was supported by Council.

It was moved by P. Rainville and seconded by W. Linker to approve the Quality Assurance Committee items at 4.3, including the terms of reference, the revised QA Continuing Education Policy, the Practice Assessment Policy. Motion CARRIED.

4.4 HOOPP

N. Zwiers noted that a number of RHPA Colleges are enrolled in HOOPP. Because the College has a smaller staff, it requires a specialized and flexible skillset. Enrolling in the HOOPP pension is part of recruitment and retention for staff. The additional staff to join the pension has been provided to Council.

S. Kozera noted a concern with the timing of joining HOOPP because of other financial obligations and the fact that most staff are new. She also questioned the optics because the College recently raised annual fees and exam fees.

P. Stavropoulos explained that the Executive Committee considered the concerns raised by S. Kozera but felt that it could not afford not to adopt HOOPP because of the cost to retain good staff. E. Chung and W. Linker agreed.

It was moved by P. Stavropoulos and seconded by W. Linker to approve the College's enrollment with HOOPP as an employer, such that College staff will be employee members of HOOPP going forward. Motion CARRIED.

4.5 Strategic Planning Committee Recommended Expenditure

P. Stavropoulos noted that the Strategic Planning Committee met in June 2022 and N. Zwiers provided an update on the discussions she had with various stakeholders. In speaking with Dr. Verma from the Northern Ontario School of

Medicine, it was determined that the College will need to do a needs assessment for the podiatry model. To do so, the College will need a consultant to assist with this, though the cost to retain one is unknown. Before a consultant is hired, at least three bids will be obtained. This motion is to move forward to podiatry model portion of the Strategic Plan.

N. Zwiers explained that this was not planned for in the budget, and the recommendation is

It was moved by E. Chung and seconded by A. Katz that Council approve any reasonable expenditure arising in 2022 to support the advancement of the podiatry model as recommended by the Strategic Planning Committee and approved by the Executive Committee and that, pursuant to the College's Reserve Fund Policy, that Council approve the Registrar's request that such expenditures be funded through the College's investment account instead of the College's general operating account. Motion CARRIED.

4.6 Approval of the Land Acknowledgement

P. Stavropoulos noted that A. Katz recommended that Council adopt a land acknowledgement to be read out before Council meetings. A. Katz explained that land acknowledgments, and acknowledging past wrongs, is one recommendation of the Truth and Reconciliation Committee.

It was moved by A. Katz and seconded by S. Kozera to adopt the land acknowledgment presented to Council. Motion CARRIED.

5. Discussion Items

5.1 Strategic Planning Key Performance Indicators

P. Ferguson explained that the SPC is developing key performance indicators (KPIs) to measure its success. The SPC plans to bring the KPIs to Council in October 2022.

6. In Camera

It was moved by P. Stavropoulos and seconded by W. Linker 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.

Council moved in camera at 11:17 a.m.

3. Education Session – Part Two

David Wright from the Ontario Physicians and Surgeons Discipline Tribunal presented to Council on the modernization of CPSO's discipline committee.

7. Next Meeting

7.1 Council Meeting Dates for 2022 and 2023

- October 28, 2022
- February 24, 2023
- June 23, 2023
- October 27, 2023

Staff will review the June 2023 date to ensure it coincides with the OSCE and does not conflict with Pride weekend, given the higher hotel costs.

7.2 Council Survey Reminder

7.3 Proposed Agenda Items for Next Meeting

8. Adjournment

The meeting was adjourned at 2:40 p.m.