



83rd MEETING OF THE COUNCIL

365 Bloor Street East, Suite 1606, Toronto, ON M4W 3L4
March 4, 2016- 9am to 3:30pm

MINUTES

Members Present:

Mr. Hanno Weinberger ▶ President
Mr. Gregory Baker
Mr. Kenneth Battell
Mr. Peter Cassano
Mr. Keith Collins
Mr. Patrick McCabe
Ms. Barbara Smith
Mr. Luc Tran

Regrets:

Mr. Michael Vout Jr. ▶ Vice President
Ms. Anita Kiriakou ▶ Past President
Ms. Arnella Csongradi
Mr. Mark Fenn
Mr. Ivan McFarlane
Mr. Mordey Shuhendler

Guests:

Mr. Marc H. Spector, Legal Counsel, Steinecke, Maciura and LeBlanc LLP
Ms. Cathi Mietkiewicz, Legal Counsel, Steinecke, Maciura and LeBlanc LPP
Ms. Leanne Worsfold, Director, Quality Programs, iComp Consulting

Staff:

Dr. Glenn Pettifer, Registrar and CEO
Ms. Mary Kennedy, Director of Regulatory Programs
Ms. Fiona Harvey, Coordinator, Office of the Registrar and Council Secretary

1. **Welcome and Introductions**

The President, Mr. Weinberger welcomed everyone to the meeting.

The President informed Council that Mr. Mark Fenn has been appointed as a Public Member of Council.

2. Call to Order

The President called the meeting to order at 9:13 a.m.

3. College Mandate

The President presented the College Mandate and the College Mission.

4. Approval of Agenda

MOTION: That the agenda of the 83rd Council Meeting be adopted as circulated.

MOVED: K. Collins

SECONDED: K. Battell

CARRIED

5. Declaration of Conflicts

No conflicts of interest were declared.

6. In Camera Session, Under RHPA, Schedule 2, Section 7(b) and (d)

The President requested that Council proceed to an in-camera session as per Schedule 2, Section 7(b) and (d) of the RHPA.

MOTION: That Council move into an in-camera session at 9:20 a.m. as per Schedule 2, Section 7(b) and (d) of the Regulated Professions Act, 1991.

MOVED: G. Baker

SECONDED: K. Collins

CARRIED

MOTION: That Council adjourn the in-camera session at 10:00 a.m.

MOVED: K. Collins

SECONDED: K. Battell

CARRIED

The President opened the meeting to the public at 10:11 a.m. and welcomed everyone to the meeting.

MOTION: That the Executive Committee continue with the development of the Registrar's Performance Evaluation process and return the final draft to Council for approval.

MOVED: K. Collins

SECONDED: G. Baker

CARRIED

7. Review and Approval of Minutes**7.1 Minutes of the 82nd Council Meeting held on December 4, 2015**

MOTION: That the minutes of the 82nd Council Meeting held on December 4, 2015 be approved as amended (Page 4 – 3rd paragraph, last line - Add the word “day” after the word “60”).

MOVED: G. Baker

SECONDED: P. Cassano

CARRIED

8. CDO Standards for Discussion and/or Decision

8.1 CDO Standards & Consultation Report

8.1.1 Record Keeping Briefing Note

8.1.2 CDO Standards of Practice: Record Keeping

8.1.3 CDO Record Keeping Policy

8.1.4 Consultation Report

Ms. Leanne Worsfold, Director, Quality Programs of iComp Consulting introduced these agenda items.

Twenty-seven responses from the stakeholder consultation on the Standard of Practice: Record Keeping were received and considered by the Quality Assurance Committee (QAC) - Panel B.

Ms. Kennedy informed Council that the College will be providing webinars on how members can meet the Standard of Practice: Record Keeping, if adopted by Council.

MOTION: That Council adopt the document CDO Standard of Practice: Record Keeping as the new Standard for the profession as of June 1, 2016 and retire the Patient Record Keeping Policy approved by Council on March 2, 2012.

MOVED: P. McCabe

SECONDED: G. Baker

CARRIED

8.2 New Standards

8.2.1 CDO Standard of Practice: Informed Consent

8.2.2 CDO Standard of Practice: Advertising

Ms. Worsfold presented two new draft standards for consideration:

- **Standard of Practice: Informed Consent**
- **Standard of Practice: Advertising**

MOTION: That Council approve the draft Standard of Practice: Advertising and that it be sent out for stakeholder consultation.

MOVED: P. McCabe

SECONDED: L. Tran

CARRIED

MOTION: That Council approve the draft Standard of Practice: Informed Consent and that it be sent out for stakeholder consultation.

MOVED: P. McCabe

SECONDED: B. Smith

CARRIED

9. Presentation: Hottest Trends in Professional Regulations

Mr. Marc H. Spector and Cathi Mietkiewicz, Attorneys at Steinecke, Maciura and LeBlanc presented "The Hottest Trends in Professional Regulation".

10. Consent Agenda

10.1 Consent Agenda Briefing Note

MOTION: That Council approve the use of a consent agenda which is presented by the President at the beginning of a Council meeting. Items may be removed from the consent agenda on the request of any member of Council. Items not removed may be adopted without debate. Removed items may be taken up immediately after the Consent Agenda or placed later on the agenda at the discretion of the Council.

MOVED: K. Collins

SECONDED: P. McCabe

CARRIED

10.2 Committee Reports

Council reviewed the Consent Agenda and it was requested that items

10.2.1 – Executive

10.2.5 – Quality Assurance – Panel B

10.2.7 – Qualifying Examination

be removed from the Consent Agenda.

MOTION: That Council adopt the Consent Agenda.

MOVED: K. Battell

SECONDED: K. Collins

CARRIED

10.2.1 Executive

MOTION: That Council adopt the Executive Committee report as presented.

MOVED: B. Smith

SECONDED: G. Baker

CARRIED

10.2.5 Quality Assurance – Panel B

Ms. Kennedy mentioned that when the consultation feedback started coming in on the new Record Keeping Standard it was noted that education for the membership was required.

QAC - Panel A has agreed to do some webinars to help members meet their 100 credit hours by April 15th and provide some webinars on the new Record Keeping Standard.

Moving forward the College will provide some education, advising members on understanding the new standards and how they can apply them to their practice.

MOTION: That Council adopt the Quality Assurance Committee – Panel B report as presented.

MOVED: K. Battell

SECONDED: P. McCabe

CARRIED

10.2.7 Qualifying Examination

Mr. Tran asked if the College had released the results from the Winter 2016 Qualifying Examination. Ms. Kennedy informed Council that the QEC will present the results at the June Council meeting.

MOTION: That Council adopt the Qualifying Examination Committee report as presented.

MOVED: G. Baker

SECONDED: K. Collins

CARRIED

11. President's Report

11.1 President's Report

MOTION: That Council adopt the President's report as presented.

MOVED: P. Cassano

SECONDED: K. Battell

CARRIED

12. Registrar's Report

12.1 Registrar's Report

The Registrar presented his report and mentioned how pleased he is to be at the College. It has been a very welcoming environment and the work has been so engaging and appreciates the opportunity and looks forward to working with everyone.

The Registrar mentioned that the Ministry is considering making some changes on how the professions are regulated.

MOTION: That Council adopt the Registrar's report as presented.

MOVED: K. Collins

SECONDED: L. Tran

CARRIED

13. Items for Discussion and/or Decision

13.1 Amendment(s) to the By-laws: Article 24.01 and/or Article 23.05

The Registrar introduced this agenda item related to the composition of the Executive Committee. Council considered a number of options outlined in the Briefing Note.

MOTION: That Council adopt option 2 and change By-law 24.01 to read: *The Executive Committee shall be composed of the President, the Vice-President and at least-three (3) other members of Council. At least three (3) members of the Executive Committee shall be Members and at least two (2) members of the Executive Committee shall be Public Members. However, where a supervisor is appointed under section 5.0.1 of the RHPA, the supervisor shall*

perform the functions of the Executive Committee unless the appointment of the supervisor or a direction of the supervisor provides otherwise.

MOVED: K. Collins

SECONDED: P. McCabe

CARRIED

13.2 Presentation – CDO Draft Budget for the 2016-2017 Fiscal Year

13.2.1 CDO Proposed Budget 2016-2017 Briefing Note

13.2.2 CDO Budget Notes for 2016-2017

13.2.3 CDO Draft Budget for the 2016-2017 Fiscal Year

The Registrar provided an overview on the key areas in formulating the proposed budget.

MOTION: That Council approve the proposed 2016-2017 budget as presented.

MOVED: G. Baker

SECONDED: K. Battell

CARRIED

13.3 Registration Policies

13.3.1 Determination of Good Character of an Applicant or Member Policy

13.3.2 Requesting an Exemption Policy

Ms. Kennedy introduced two new registration policies to Council.

Once approved, the policies will be posted on the College website.

MOTION: That Council adopt the Determination of Good Character of an Applicant or Member Policy and Requesting an Exemption Policy.

MOVED: B. Smith

SECONDED: P. Cassano

CARRIED

13.4 Nominating Committee Composition

The Registrar informed Council that, with the upcoming election, Council is required to establish a Nominating Committee. By-law 23.02 states that the composition of the Committee include, at a minimum: The Past President, Vice President and a public member.

MOTION: That Council approve the new composition of the Nominating Committee as: Ms. Anita Kiriakou (Past President), Mr. Michael Vout Jr. (Vice President) and Ms. Barbara Smith (Public Member).

MOVED: K. Collins

SECONDED: P. Cassano

CARRIED

13.5 Scheduling Meetings (verbal)

The Registrar mentioned that most meetings are scheduled on a Friday and wanted to check in with Council to see if the College could look at other days for an option as it is a bit of a stress on the College facility and staff.

Fridays are more favourable for a few of the professional members. The Registrar stated he will take this under advisement.

14. Confidentiality

The Registrar reminded Council about the importance of confidentiality including in-camera sessions.

15. Next Meeting Date - Friday, June 24, 2016

The President informed Council that prior to the next meeting there will be an election in Districts 1 & 2. The President thanked Mr. Ken Battell and Mr. Greg Baker for their contributions to the College.

16. Adjournment

MOTION: That the meeting be adjourned at 2.21 p.m.

MOVED: K. Battell


CARRIED.



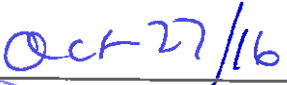
Mr. Hanno Weinberger
President



Date



Dr. Glenn Pettifer
Registrar and CEO



Date