



---

## 114<sup>th</sup> Council Meeting Hybrid

**Held at HUB 601 and via Zoom/YouTube Live Stream**

175 Bloor Street East, North Tower, Suite 601, Toronto, ON M4W 3R8

**Friday, March 8, 2024 – 10:00 am to 2:00 pm**

### MINUTES

Members Present:

Lileath Claire, Public Appointee	➤ President
Garnett A. D. Pryce, Denturist	➤ Vice President
Majid Ahangaran, Denturist (Remote)	
Abdelatif (Latif) Azzouz, Denturist	
Avneet Bhatia, Public Appointee (Remote)	
Annie Chu, Denturist (Remote)	
Norbert Gieger, Denturist	
Elizabeth (Beth) Gorham-Matthews, Denturist	
Aisha Hasan, Public Appointee	
Franklin Parada, Denturist	

Regrets:

Kristine Bailey, Public Appointee  
Gaganjot Singh, Public Appointee

Absent:

Michael Bakshy, Public Appointee

Legal Counsel:

Anatasia-Maria Hountalas, Steinecke, Maciura and LeBlanc

Guest:

Robert Velensky, Chief Examiner

Staff:

Roderick Tom-Ying, Registrar and CEO  
Catherine Antrobus, Coordinator, Council and Corporate Services  
Megan Callaway, Manager, Council and Corporate Services  
Tera Goldblatt, Manager, Quality Assurance and Sexual Abuse Liaison  
Elaine Lew, Manager, Registration and Qualifying Examinations  
Catherine Mackowski, Manager, Professional Conduct

---

### 1. Call to Order

The President called the meeting to order at 10:03 a.m.



**2. Land Acknowledgement**

We acknowledge that the land we are meeting on is the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. We also acknowledge that Toronto is covered by Treaty 13 with the Mississaugas of the Credit.

**3. Approval of Agenda**

**MOTION:** That the Agenda be approved as presented.

**MOVED:** A. Azzouz

**SECONDED:** A. Hasan

**CARRIED**

**4. Declaration of Conflicts**

Comments on conflict of interest were made by Ms. Anatasia-Maria Hountalas, College Counsel, Steinecke, Maciura and LeBlanc. The Conflict-of-Interest Register was provided, and Mr. Pryce updated the register with his professional association membership.

**5. College Mission and Mandate**

The President drew Council members' attention to the College Mandate and the College Mission, which were provided.

**6. Consent Agenda**

**MOTION:** To approve the Consent Agenda as presented.

**MOVED:** A. Hasan

**SECONDED:** F. Parada

**CARRIED**

**7. Registrar's Report**

The Registrar provided an update on operational activities of the College, including strategic initiatives for 2024, a briefing on the scope of practice review project framework, and the Financial Report for the period of April 1, 2023, to February 15, 2024.

**8. 2024-2025 Draft Operating Budget & Strategic Initiatives Budget**

The Registrar presented the 2024-2025 draft operating budget and draft strategic initiatives budget and responded to questions and comments from members of Council.

It was noted that the draft budget includes a one-time increase to the professional development budget to cover the cost for Council members to attend the Canadian Network of Agencies for Regulation (CNAR) Conference, which will be held in Ottawa, Ontario from October 7-9, 2024.



A suggestion was raised to host Peer Circles in conjunction with Technorama and/or Spectrum Day this year, because they cannot be held in conjunction with the Denturist Association of Ontario's Perfecting Your Practice Conference this year due to a change in format.

**MOTION:** To approve the 2024-2025 draft operating budget as presented.

**MOVED:** N. Gieger

**SECONDED:** G. Pryce

**CARRIED**

**MOTION:** To approve the allocation of \$25,000 from the College's unrestricted reserve funds into the Strategic Initiatives budget.

**MOVED:** N. Gieger

**SECONDED:** G. Pryce

**CARRIED**

## **9. Record Keeping Standard of Practice, Guidelines, and Unique Identifier**

Ms. Tera Goldblatt, Manager, Quality Assurance and Sexual Abuse Liaison, presented a proposed revision to the Standard of Practice and Guide to the Standard of Practice on Record Keeping to consult on the removal of the unique identifier requirement as recommended by the Quality Assurance Committee for a 60-day public and stakeholder consultation.

**MOTION:** To adopt the removal of the unique identifier requirement in the Standard of Practice: Record Keeping.

**MOVED:** A. Azzouz

**SECONDED:** F. Parada

**CARRIED**

**MOTION:** To approve the draft Standard of Practice and Guide to the Standard of Practice: Record Keeping for a 60-day public and stakeholder consultation.

**MOVED:** E. Gorham-Matthews

**SECONDED:** A. Azzouz

**CARRIED**

## **10. Deputy Chief Examiner Position**

Ms. Elaine Lew, Manager, Qualifying Examinations and Registration, provided a briefing on the proposed creation of the Deputy Chief Examiner role, which was endorsed by Council at its last meeting. Mr. Robert Velensky, Chief Examiner, was invited to speak to Council to share his thoughts on the Deputy Chief Examiner position and selection process, and respond to questions.

A discussion took place and it was determined that:

- a. the requirement that, "the applicant must not have an immediate family member or a close associate who is likely to be a Qualifying Examination candidate during their



- appointment as Deputy Chief Examiner” be removed. To address this issue, a reminder of conflict of interest and the duty to declare such conflicts would be provided; and,
- b. the Chief Examiner will be invited participate in the selection process for the Deputy Chief Examiner position in a consultative role, but will not participate in scoring candidates. The role of the Chief Examiner will be articulated in a separate section of the Selection Process document.

**MOTION:** To approve the Roles and Responsibilities and Selection Process documents for the Deputy Chief Examiner as amended.

**MOVED:** N. Gieger

**SECONDED:** G. Pryce

**CARRIED**

A discussion took place regarding succession planning for the Chief Examiner role, and there was general agreement that, in a situation of vacancy, Council would decide whether to appoint the Deputy Chief Examiner to the role or open recruitment for the role. In a crisis situation it may be appropriate for the Deputy Chief Examiner to serve as Interim Chief Examiner until the role can be filled.

**MOTION:** To approve the creation of the Deputy Chief Examiner position.

**MOVED:** A. Azzouz

**SECONDED:** N. Gieger

**CARRIED**

**MOTION:** To approve the creation of the Selection Committee and to open recruitment for the Deputy Chief Examiner.

**MOVED:** N. Gieger

**SECONDED:** F. Parada

**CARRIED**

## **11. College Performance Measurement Framework (CPMF) Report**

The Registrar provided an overview of the College Performance Measurement Framework (CPMF) Report and current Action Items for information.

## **12. Other Business**

No other business was raised.

## **13. Next Meeting Date(s)**

The following upcoming meeting dates were provided for information, and it was noted that calendar invitations would be sent to Council members for each date.

- 115<sup>th</sup> Council Meeting – Friday, June 14, 2024
- 116<sup>th</sup> Council Meeting – Friday, September 6, 2024
- CNAR 2024 Conference (Ottawa) – October 7-9, 2024



➤ 117<sup>th</sup> Council Meeting – Friday, December 13, 2024

#### 14. Adjournment

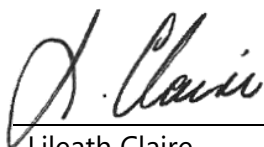
**MOTION:** That the meeting be adjourned.

**MOVED:** A. Hasan

**SECONDED:** N. Gieger

**CARRIED**

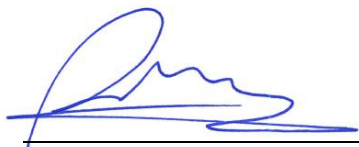
The meeting was adjourned at 2:06 p.m.



Lileath Claire  
President

June 27, 2024

Date



Roderick Tom-Ying  
Registrar and CEO

June 17, 2024

Date