

COUNCIL MEETING MINUTES
Monday, December 8, 2014
COO Boardroom | 902-85 Richmond St. W. Toronto

Council Members Present:

Mr. David Milne, President, Public Member
Ms. Ingrid Koenig RO, Vice-President, Elected Member
Mr. Hugh Corbett, Public Member (*present up to agenda item 4.6.2*)
Mr. Omar Farouk, Public Member
Ms. Eve Hoch, Public Member
Ms. Susan Carlyle, Public Member
Ms. Sandra Lawson, Public Member
Mr. Shahram (Chris) Namvarazad RO, Elected Member (*present up to agenda item 4.6.2*)
Ms. Michelle Rivais RO, Elected Member
Ms. Janice Schmidt RO, Elected Member
Mr. Mike Smart RO, Elected Member
Mr. Edward Viveiros RO, Elected Member
Mr. Balbir Dhillon RO, Elected Member

Administration:

Jim Dunsdon, Independent Chair
Mr. Fazal Khan RO, Registrar
Ms. Bev Sloan, Deputy Registrar
Ms. Michelle Kushnir, General Counsel
Ms. Katie Chimirri, Executive Assistant (*meeting recorder*)

Regrets:

Ms. Sheela Moloo RO, Elected Member

1.0 INTRODUCTION

1.1 Introductions and Announcements

Mr. Dunsdon called the meeting to order at 9:30 am and welcomed all attendees. Mr. Milne welcomed new public member, Mr. Omar Farouk.

1.2 Conflict of Interest Declaration

It was noted that no written conflicts of interest were received. Council were reminded to excuse themselves should any conflict of interest arise during the meeting.

1.3 Adoption of Agenda

MOTION: To approve the agenda as presented.

Moved: J. Schmidt

Seconded: M. Rivais

VOTE:

CARRIED

2.0 FINANCE

2.1 Financial Variance/ Draft 2015 Budget

Ms. Sloan addressed Council and spoke to the report. Council were welcomed to ask questions regarding the aforementioned report and deemed it satisfactory. It was noted that the budget will be finalized at the January Council meeting.

MOTION: To approve the Financial Variance/Draft 2015 Budget in principle.

Moved: E. Hoch

Seconded: M. Smart

VOTE: **CARRIED**

3.0 MINUTES

3.1 Council Minutes – September 29, 2014

MOTION: To approve the September 29, 2014 Council meeting minutes as presented.

Moved: C. Namvarazad

Seconded: M. Rivais

VOTE: **CARRIED**

3.2 Annual General Meeting Minutes – September 29, 2014

MOTION: To approve the September 29, 2014 Annual General Meeting minutes as presented.

Moved: M. Smart

Seconded: M. Rivais

VOTE: **CARRIED**

4.0 REPORTS

4.1 Registrar's Report

Mr. Khan highlighted the contents of his report; Council deemed it satisfactory.

4.2 Committee Reports

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| 4.2.1 Discipline Committee | 4.2.6 Patient Relations Committee |
| 4.2.2 Executive Committee | 4.2.7 Registration Committee |
| 4.2.3 Fitness to Practise Committee | 4.2.8 Quality Assurance Committee |
| 4.2.4 Governance Committee | 4.2.9 Safety Standards Ad Hoc Committee Report |
| 4.2.5 Inquiries, Complaints and Reports Committee | 4.2.10 Professional Misconduct Regulation Review Ad Hoc Committee |

The Chairpersons of each committee spoke to their reports. Council were welcomed to ask questions and deemed the reports satisfactory.

MOTION: To accept the Committee reports as presented.

Moved: M. Smart

Seconded: J. Schmidt

VOTE: **CARRIED**

4.3 Examinations Report

Ms. Koenig, Chief Examiner for Ontario, spoke to the report. Council were welcomed to ask questions and deemed the report satisfactory.

4.4 Georgian/Seneca Advisory Committees

Mr. Smart highlighted the contents of each of his reports and Council deemed them satisfactory.

4.5 EHCO Meeting Report

Ms. Schmidt highlighted the contents of her report and Council deemed it satisfactory.

4.6 National Meetings

4.6.1 NACOR Report

Ms. Schmidt spoke to her report which highlighted the details of the NACOR meeting that was held in November. Council deemed the report satisfactory.

4.6.2 OCC/ Public Awareness

Mr. Matthew Tsang gave a presentation to Council on the “Love Your Eyes” campaign that the College is participating in through collaboration with the Opticians Council of Canada. The presentation (which was conducted virtually, through a web based application) was well received by Council.

5.0 DECISIONS

5.1 Transparency Initiative

Ms. Kushnir addressed Council and provided a high-level overview of the provincial government’s transparency initiative that was put forward by the Minister of Health, Dr. Eric Hoskins. It was noted that the directive was put to all RHPA Colleges, with a deadline of December 1, 2014 to respond to the Ministry indicating how each College would be making transparency a priority within their strategic plans and in College processes.

5.1.1 AGRE Principles

Council reviewed the eight transparency principles that were developed by the Advisory Group for Regulatory Excellence (AGRE), which is composed of six RHPA Colleges. Ms. Kushnir provided Council with background information on the formation of the AGRE group, which stemmed from Minister Hoskins’ transparency directive.

MOTION: To adopt the eight AGRE transparency principles as a guide to future decision making about what information to make public.

Moved: I. Koenig

Seconded: M. Smart

VOTE:

CARRIED

5.1.2 Response to Minister’s Request

The COO response letter to Dr. Hoskins’ transparency directive was provided for informational purposes only. It was noted that the response letter was sent to the Ministry ahead of the December 1, 2014 deadline.

5.1.3 Amendments to By-law Article 15.6

Council reviewed a briefing note from the Governance Committee which included a recommendation to circulate a proposed amendment to the College By-laws that would allow for additional information to be posted to the public register.

MOTION: That Council approve for circulation an amendment to 15.6 (v) of the By-laws, requiring the public register to include, for every matter referred to the discipline committee:
a) the complete notice of hearing;
b) additional information about the status of the hearing

Moved: M. Smart
Seconded: J. Schmidt

VOTE: **CARRIED**

5.2 Accessibility for Ontarians with Disabilities Act (AODA) Policy

Ms. Kushnir informed Council of the College's requirement to implement a series of policies, stemming from the *Accessibility for Ontarians with Disabilities Act*. It was noted that the policies would be phased in on an incremental basis as governed by statute. It was further noted that all Council members would be receiving training on the AODA policies in 2015.

MOTION: To approve the Draft Accessibility Plan and Policies document for implementation.

Moved: D. Milne
Seconded: S. Carlyle

VOTE: **CARRIED**

5.3 January Council Meeting Date

It was determined that the next Council meeting would take place on January 26, 2014 from 1:00 pm – 4:30 pm and on January 27, 2014 from 9:30 am – 4:30 pm.

5.4 Quality Assurance Policy Amendments

5.4.1 QA Policy – Continuing Education Hours

Council reviewed a proposed policy amendment from the Quality Assurance Committee and resolved:

MOTION: That sections 1.12 and 1.13 of the Quality Assurance Policy pertaining to Competency Enhancement be amended as proposed.

Moved: D. Milne
Seconded: E. Viveiros

VOTE: **CARRIED**

5.4.2 QA Policy – Competency Review and Evaluation

Council reviewed a proposed policy amendment from the Quality Assurance Committee and resolved:

MOTION: To accept the identified criteria for section 4 (c) of the QA Regulation, include it in the Quality Assurance Policy Pertaining to Competency Review and Evaluation Policy and post it to the website.

Moved: D. Milne

Seconded: M. Rivais

VOTE:

CARRIED

MOTION: That Council proceed to an in camera session under the RHPA, Schedule 2, Section 7 (e).

Moved: D. Milne

Seconded: J. Schmidt

VOTE:

CARRIED

Council proceeded to an in camera session at 2:22 pm.

The in camera session ended at 4:12 pm.

All motions made in camera were read aloud in the public Council meeting.

6.0 IN CAMERA SESSION – Under the RHPA, Schedule 2, Section 7(e)

6.1 In Camera Minutes – September 29, 2014

MOTION: To approve the in camera minutes as presented.

Moved: I. Koenig

Seconded: D. Milne

Abstained: O. Farouk, S. Carlyle and B. Dhillon

VOTE:

CARRIED

6.2 Official Marks

MOTION: To enter the Official Marks sub-licensing agreement with the OCC, as amended in the form provided to Council, and on condition that OCC also amend its licensing agreement with the COBC.

Moved: D. Milne

Seconded: M. Rivais

VOTE:

CARRIED

6.3 Registration Committee Composition

MOTION: That an additional public member be appointed to the Registration Committee until the 2015 Registration Committee slate is appointed by Council in January and that the public member be Ms. Susan Carlyle.

Moved: M. Smart

Seconded: J. Schmidt

Abstained: S. Carlyle

VOTE:

CARRIED

6.4 Appointed Members

6.4.1 Appointed Member Policy

MOTION: That, effective January 1, 2015, the Appointed Member policy be amended to permit only attendance honoraria, travel honoraria (where appropriate) and associated expenses be paid (excluding preparation time) to Appointed Members who are asked to attend any Council meetings as Committee chairpersons or to Strategic Planning or orientation sessions.

Moved: D. Milne

Seconded: M. Rivais

VOTE:

DEFEATED

6.4.2 Selection of Appointed Members 2015-2017

MOTION: That six appointed members be appointed for 2015.

Moved: M. Smart

Seconded: E. Viveiros

VOTE:

CARRIED

MOTION: That Mr. Bryan Todd and Mr. Rob Vezina be appointed for the 2015 – 2016 term.

Moved: E. Hoch

Seconded: J. Schmidt

VOTE:

CARRIED

MOTION: To come out of the in camera session.

Moved: D. Milne

Seconded: I. Koenig

VOTE:

CARRIED

Following the reading of motions made in camera, Council resolved:

MOTION: To adjourn the December 8, 2014 Council meeting.

Moved: D. Milne

Seconded: M. Rivais

VOTE:

CARRIED

The December 8, 2014 Council meeting adjourned at 4:15 pm.