

## COUNCIL MEETING MINUTES

Virtual Zoom Meeting

Livestreamed to the CDHO YouTube Channel

**Friday, March 5, 2021**

9:00 a.m. – 12:00 p.m.

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### COUNCIL MEMBERS PRESENT:

Caroline Lotz, Professional Member, President  
Pauline Leroux, Professional Member, Vice-President  
Michelle Atkinson, Professional Member  
Loree Beniuk, Public Member  
Erin Betts, Public Member  
Anne-Marie Conaghan, Academic Member  
Jennifer Cooper, Academic Member  
Jenny Gibson, Professional Member  
Carla Grbac, Professional Member  
Alessandro Greco, Public Member  
Joshua Hollenberg, Public Member  
Ehizele Martin Iyamabo, Public Member  
Meghan Leuprecht, Public Member  
Vanessa Pereira, Professional Member  
Ilga St. Onge, Professional Member  
Terri Strawn, Professional Member  
Amit Vig, Public Member  
Margaret Wade, Public Member  
Jacqueline White, Professional Member

### ADMINISTRATION:

Deborah Adams, Registrar and CEO  
Jane Keir, Deputy Registrar, Director Professional Practice  
Suzanne Fox, Director, Corporate Services  
Eric Bruce, Director, Professional Conduct  
Veronica Douglas, Executive Assistant

### GUESTS:

Julie Maciura, CDHO Legal Counsel  
Rose Mercier, Governance Coach  
Larissa Voytek, Non-Council Member,  
Examinations Committee Chair

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## 1.0 CALL TO ORDER

### 1.1 Roll Call

The Chair, Caroline Lotz, called the meeting to order at 9:00 a.m.

### 1.2 Opening Remarks

Caroline Lotz welcomed Council and guests to the March Council meeting. It was acknowledged that the CDHO office is located on the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat people and is now home to many diverse First

Nations, Inuit and Métis people. It was also acknowledged that Toronto is covered by Treaty 13 with the Mississaugas of the Credit.

CDHO Registrar, Deborah Adams, thanked staff and invited Council and the public to attend a virtual Meet & Greet on March 9, 2021.

### **1.3 Council Policy Manual Update**

The Chair reported that the Council Policy Manual was updated to show that the following policies have been updated:

- GP 4.11 Competency Profile Terms of Reference
- GP 4.12 CPMF Terms of Reference
- EL 2.8.1.4 Incidental Reporting

### **1.4 Council Code of Conduct**

Council was reminded of the Code of Conduct.

## **2.0 APPROVAL OF AGENDA**

### **2.1 Review and Approval of Agenda**

Items 7.5 (Policy Content Review of GP 4.4), 7.6 (Policy Content Review of GP 4.5), 11.1 (Council Self-Monitoring of GP 4.4) and 11.2 (Council Self-Monitoring of GP 4.5) were deferred to the June Council meeting.

**MOTION:** THAT Council moves to approve the March 5, 2021 Council meeting agenda as amended.

Moved: Pauline Leroux

Seconded: Jenny Gibson

VOTE:

**CARRIED**

## **3.0 DECLARATIONS OF POTENTIAL CONFLICTS OF INTEREST**

### **3.1 Declarations of Conflict of Interest**

No conflict was declared.

## **4.0 CONSENT AGENDA (4.1-4.4.2)**

**MOTION:** THAT Council moves to approve the consent agenda.

Moved: Erin Betts

Seconded: Ilga St. Onge

VOTE:

**CARRIED**

## 5.0 OWNERSHIP LINKAGE

### 5.1 Status of Ownership Linkage Activities

Ilga St.Onge updated Council on the Ownership Linkage Committee activities.

## 6.0 ENDS ITEMS FOR DECISION

There were no agenda items for this meeting.

## 7.0 GOVERNANCE PROCESS ITEMS FOR DECISION

### 7.1 College Performance Measurement Framework (CPMF)

Pauline Leroux updated Council on the status of the College Performance Measurement Framework. The CPMF is a reporting tool developed by the Ontario Ministry of Health to assess how well regulatory colleges are executing their mandate to act in the public interest. It is aimed at improving accountability and performance in regulatory colleges. Since its inception in December 2020, the CPMF working group has met on January 15, February 2, and February 10, 2021 to complete the Council's sections of the document on behalf of the Council. Council reviewed the draft CPMF at their workshop on March 4, 2021. The CPMF is in its final stages and will be submitted to the government by March 31, 2021. Once completed, it will be available on the CDHO website.

### 7.2 Competency Committee

Vanessa Pereira and Terri Strawn updated Council on the activities of the Competency Committee. The goal of the committee is to develop competency profiles and define diversity in order to ensure the CDHO has an inclusive and skilled Council to make decisions on behalf of the public.

The Competency Committee developed a draft list of competencies and a draft definition of diversity which they brought to Council for feedback at the Council workshop on March 4, 2021. The committee will continue their work developing a competency framework and bring it to Council in June 2021.

### 7.3 Dissolution of the Registrar Transition Committee

**MOTION:**     **WHEREAS** Council formed a Registrar Transition Committee on September 18, 2020 to support Council in its recruitment, selection, and orientation of a Registrar/CEO;

**WHEREAS** Council appointed Catherine Ranson (professional academic member), Caroline Lotz (professional member), Pauline Leroux (professional member), Maria Lee (public member) and Margaret Wade (public member) to serve as the Registrar Transition Committee;

**WHEREAS** Alex Greco replaced Maria Lee when her appointment as a public member ended;

**WHEREAS** the committee carried out its responsibilities in accordance with Governance Process policy 4.9, including presenting a select number of candidates for consideration and final selection by Council as a whole;

**WHEREAS** the committee has now completed its responsibilities;

**THEREFORE, BE IT RESOLVED THAT** the Registrar Transition Committee be dissolved with the appreciation of Council to committee members for their work.

Moved: Carla Grbac

Seconded: Terri Strawn

VOTE:

**CARRIED**

#### **7.4 Examinations Regulation Issue Assessment**

Council reviewed the briefing note from the Examinations Committee and had an opportunity to discuss and ask questions. Larissa Voytek, Chair of the Examinations Committee, was available to answer Council's questions.

Council unanimously agreed to amend and approve the proposed motion (amendment has been underlined).

**MOTION:** **WHEREAS** the CDHO is committed to administering valid, reliable, fair and legally defensible examinations to assess entry-to-practice competency; and

**WHEREAS** the number of attempts on the CDHO entry-to-practice examinations is currently inconsistent with all other Canadian jurisdictions and does not support the intent of the interprovincial trade agreements; and

**WHEREAS** the Council values stakeholder input and gives due consideration to the potential effect regulation changes will have on stakeholders;

**THEREFORE BE IT RESOLVED THAT** Council directs the Registrar to proceed with seeking revocation of the Examinations Regulation and adopts the Entry-to-Practice Examinations Policy as outlined in Appendix 2 with the addition of stakeholder consultation to come into effect once such revocation is completed.

Moved: Ilga St. Onge  
Seconded: Meghan Leuprecht  
VOTE:

**CARRIED**

**7.5 Policy Content Review: GP 4.4 President’s Role**

Policy content review of GP 4.4 President’s Role was deferred until June.

**7.6 Policy Content Review: GP 4.5 Vice-President’s Role**

Policy content review of GP 4.5 Vice-President’s Role was deferred until June.

**7.7 Policy Content Review: GP 4.7 Executive Committee**

**MOTION:** **WHEREAS** Council intends to review its policy GP- 4.13 every two years;

**THEREFORE, BE IT RESOLVED THAT** the current wording of Governance Process policy 4.7.2.1, which currently reads:

“Biannually in September, circulation for Council’s consideration at its December meeting, of possible changes in the Governance Process policy on Council and Committee Stipend and Expenses (GP-10)”,

BE AMENDED TO READ AS FOLLOWS:

“Every other year in September, circulation for Council's consideration at its December meeting, of possible changes in the Governance Process policy on Council Stipend and Expenses (GP-4.13)”.

Moved: Meghan Leuprecht  
Seconded: Jenny Gibson  
VOTE:

**CARRIED**

**8.0 COUNCIL-REGISTRAR DELEGATION ITEMS FOR DECISION**

There were no agenda items for this meeting.

## 9.0 EXECUTIVE LIMITATIONS ITEMS FOR DECISION

### 9.1 Policy Content Review: EL 2 General Executive Constraint

Council reviewed the EL 2 General Executive Constraint Policy at the Council workshop on March 4, 2021 and no changes were made.

### 9.2 Policy Content Review: EL 2.3 Planning

Council reviewed the EL 2.3 Planning policy at the Council workshop on March 4, 2021 and no changes were made.

### 9.3 Policy Content Review: EL 2.7 Compensation and Benefits

Council reviewed the EL 2.7 Compensation and Benefits policy at the Council workshop on March 4, 2021 and no changes were made.

### 9.4 Policy Content Review: EL 2.8 Communication and Support to Council

Council reviewed the EL 2.8 Communication and Support to Council policy at the Council workshop on March 4, 2021 and no changes were made.

## 10.0 REQUIRED APPROVALS AGENDA

There were no agenda items for this meeting.

## 11.0 MONITORING BOARD PERFORMANCE

### 11.1 GP 4.4 President's Role

Self-monitoring of GP 4.4 President's Role was deferred until June.

### 11.2 GP 4.5 Vice-President's Role

Self-monitoring of GP 4.5 Vice-President's Role was deferred until June.

### 11.3 GP 4.7 Executive Committee

**MOTION:**     **THAT** Council has assessed its compliance with its policy GP 4.7 (Executive Committee) and determined that there is sufficient data to support a reasonable interpretation of the policy.

Moved:           Pauline Leroux

Seconded:       Amit Vig

VOTE:

**CARRIED**

## 12.0 BOARD EDUCATION

### 12.1 Risk-Based, Right-Touch Regulation

Deborah Adams presented to Council about risk-based, right-touch regulation. “Right-touch” regulation is an approach to regulatory oversight that applies the minimal amount of regulatory force required to achieve a desired outcome. It relies on some common principles of good regulation: being proportionate, consistent, targeted, transparent, accountable and agile. This approach to regulation directly aligns with the College Performance Measurement Framework.

## 13.0 SELF-EVALUATION OF GOVERNANCE PROCESS

### 13.1 Council Meeting Evaluation

The Council Feedback Survey was sent to Council members to be completed electronically.

### MOTION TO MOVE IN CAMERA

**MOTION:** THAT Council move in Camera as per RHPA, *Schedule 2, Section 7(2)(d)* at 11:53 a.m., for agenda items 14.1–14.2.

Moved: Terri Strawn

Seconded: Ilga St.Onge

VOTE:

**CARRIED**

## 14.0 MONITORING CEO PERFORMANCE

### 14.1 Fund Management Standards (EL 2.4.1)

**MOTION:** THAT Council has assessed the monitoring report for Executive Limitations Policy 2.4.1 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

Moved: Vanessa Pereira

Seconded: Michelle Atkinson

VOTE:

**CARRIED**

### MOTION TO MOVE OUT OF CAMERA

**MOTION:** THAT Council move out of Camera as per RHPA, *Schedule 2, Section 7(2)(d)* 12:06 p.m.

Moved: Carla Grbac

Seconded: Meghan Leuprecht

VOTE:

**CARRIED**

## 15.0 NEXT MEETING DATE

The next Council meeting is Friday, June 11, 2021.

## 16.0 ADJOURNMENT

**MOTION:** THAT the Council meeting be adjourned at 12:07 p.m.

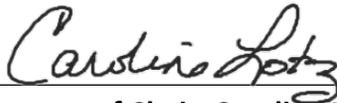
Moved: Joshua Hollenberg

Seconded: Jenny Gibson

VOTE:

**CARRIED**

Approved by:



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Signature of Chair, Caroline Lotz

June 11, 2021

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Date