

COUNCIL MEETING MINUTES

Virtual Zoom Meeting

Livestreamed to the CDHO YouTube Channel

Friday, September 24, 2021

9:00 a.m. – 3:00 p.m.

COUNCIL MEMBERS PRESENT:

Caroline Lotz, Professional Member, 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
Pella Giabanis, Public Member
Ehizele Martin Iyamabo, Public Member
(1:30 p.m.–3:40 p.m.)
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

REGRETS:

Pauline Leroux, Professional Member,
Vice-President
Alessandro Greco, Public Member
Angelica Palantzas, Public Member

ADMINISTRATION:

Jane Keir, Acting Registrar and CEO
Suzanne Fox, Director, Corporate Services
Eric Bruce, Director, Professional Conduct
Veronica Douglas, Executive Administrator
Melanie Warnock, Executive Administrator

GUESTS:

Rebecca Durcan, Steinecke Maciura
LeBlanc
Vivian Ford, Corporate Services
Administrator
Denise Lalande, Manager,
Communications
Kyle Fraser, Manager, Registration
Carolle Lepage, Practice Advisor
Terri-Lynn Macartney, Manager, Quality
Assurance

1.0 CALL TO ORDER

1.1 Roll Call

The Chair, Caroline Lotz, called the meeting to order at 9:02 a.m.

1.2 Opening Remarks

Caroline Lotz welcomed Council and guests to the September 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.

Caroline Lotz thanked Joshua Hollenberg for his work on Council. His term ended on September 23, 2021. Ms. Lotz welcomed new public member, Angelica Palantzas, to Council. A new member orientation session will be planned in the coming weeks.

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:

- EL 2.7 Compensation and Benefits
- GP 4.2.4.7 Benefits to Retired Employees
- GP 4.12 CPMF Committee Terms of Reference

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

The agenda was amended to show that Terri Strawn would be presenting item 6.4 President's Compensation instead of Pauline Leroux.

MOTION: THAT Council moves to approve the September 24, 2021 Council meeting agenda as amended.

Moved: Carla Grbac
Seconded: Jenny Gibson

VOTE:

CARRIED

3.0 DECLARATIONS OF POTENTIAL CONFLICTS OF INTEREST

3.1 Declarations of Conflict of Interest

Jennifer Cooper declared that she holds a position at Fanshawe College and is a Dental Assisting Site Surveyor for CDAC. Caroline Lotz declared that as President, she would not be participating in item 6.4 President's Compensation.

	DATE	MEETING
1	Friday, January 14, 2022	New Member Orientation (virtual)
2	Friday, January 21, 2022	January Council Meeting (virtual)
3	Friday, February 25, 2022	Workshop (virtual)
4	Friday, March 4, 2022	March Council Meeting (virtual)
5	TBD	Workshop
6	Friday, June 10, 2022	June Council Meeting
7	TBD	Workshop
8	Friday September 16, 2022	September Council Meeting
9	TBD	Workshop
10	Friday, December 2, 2022	December Council Meeting

Moved: Ilga St. Onge
 Seconded: Jenny Gibson
 VOTE:

CARRIED

6.2 Transition Oversight Committee

Caroline Lotz advised Council that the Presidents of the three Oral Health Colleges have secured legal counsel to assist in drafting a Memorandum of Understanding.

The floor was opened for Council members to volunteer for appointment. Carla Grbac, Jaqueline White, and Terri Strawn put their names forward for the Professional member position. Pella Giabanis and Alex Greco expressed interest in the Public member position. All members except for Alex Greco addressed Council. An anonymous survey was sent to Council members electronically for voting.

MOTION: **WHEREAS** the Council of the College of Dental Hygienists of Ontario agreed to the formation of a Transition Oversight Committee at the June 11, 2021 Council meeting; and

WHEREAS the mandate of this Committee will be to begin the process of oversight and direction of the amalgamation vision, starting with the preparation of Terms of Reference for the Committee; and

WHEREAS the composition of the Transition Committee will be, from each College: one public appointee, one professional member, and the Registrar;

THEREFORE, BE IT RESOLVED THAT

1. Terri Strawn, Professional Member;
2. Pella Giabanis, Public Member; and
3. Jane Keir, Acting Registrar

be appointed as members of the Transition Oversight Committee.

MOVED: Carla Grbac

SECONDED: Margaret Wade

VOTE: **CARRIED**

6.3 Amendment to GP-7 Council Stipend and Expenses: Ad hoc Meeting Remuneration Policy

MOTION: THAT Council approve the revised GP-7 Council and Committee Stipend & Expenses policy as presented in Appendix A.

Moved: Jenny Gibson

Seconded: Michelle Atkinson

VOTE: **CARRIED**

6.4 President's Compensation

Council discussed the rate of compensation for the Council member in the role of President. The current rate does not consider work done outside formal meetings or in short increments. A fair, efficient and transparent mechanism is needed to compensate Council members for this work. A survey of other regulatory colleges was conducted and no consistency was found. Terri Strawn advised Council that the Executive committee met and proposed that in order to establish a base line, the current President, Caroline Lotz, will take a record of the extra work required in the role. An update will be provided to Council at the December Council meeting.

6.5 New Council and Committee Member Onboarding Plan

MOTION: THAT Council approve the proposed New Council and Committee Orientation Schedule and directs staff to further develop and implement the plan.

Moved: Meghan Leuprecht

Seconded: Amit Vig

VOTE: **CARRIED**

7.0 ENDS ITEMS FOR DECISION

There were no agenda items for this meeting.

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 3 Planning

There were no changes to policy EL 3 Planning.

9.2 Policy Content Review: EL 9 Ethical Behaviour

There were no changes to policy EL 9 Ethical Behaviour.

10.0 REQUIRED APPROVALS AGENDA

10.1 Discipline Committee Terms of Reference

MOTION: THAT Council approves the Terms of Reference of the Discipline Committee, as amended, and attached as an appendix to this motion, to establish benchmarks for the delivery of decisions and reasons by panels of the Committee; to modify the eligibility requirements for serving as Chair of the Committee; and to establish the position of Vice Chair to serve where the Chair is unavailable or unable to act.

Moved: Jenny Gibson

Seconded: Jacqueline White

VOTE:

CARRIED

11.0 MONITORING BOARD PERFORMANCE

There were no agenda items for this meeting.

12.0 BOARD EDUCATION

12.1 Learnings from the Pandemic

Rebecca Durcan from Steinecke Maciura LeBlanc presented to Council about the regulatory responses to the pandemic and the achievements, risks, and recommendations learned from the Professional Standards Authority for Health and Social Care in the UK.

12.2 CDHO and the Pandemic

CDHO staff presented their responses to the new challenges faced by the CDHO during the COVID-19 pandemic. All departments of the College were impacted and worked together to find solutions. The CDHO has continued to fulfill its mandate to protect the public throughout the pandemic.

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 2 :16 p.m., for agenda items 14.1–14.3.

Moved: Loree Beniuk

Seconded: Carla Grbac

VOTE:

CARRIED

14.0 MONITORING CEO PERFORMANCE

14.1 E-1

MOTION: THAT Council has assessed the monitoring report for Ends Policy 1 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

Moved: Ilga St. Onge

Seconded: Jenny Gibson

VOTE:

CARRIED

14.2 Fund Management Standards (EL 4[1])

MOTION: THAT Council has assessed the monitoring report for Fund Management Standards monitoring report for Executive Limitations Policy 4(1) and determined there is sufficient, verifiable evidence of a reasonable interpretation.

Moved: Amit Vig

Seconded: Terri Strawn

VOTE:

CARRIED

14.3 Registrar/CEO Transition Committee

Council was provided with an update regarding the progress relating to Registrar Recruitment. In-Camera minutes are held by the President.

MOTION TO MOVE OUT OF CAMERA

MOTION: THAT Council move out of Camera as per RHPA, *Schedule 2, Section 7(2)(d)* 3: 38 p.m.

Moved: Michelle Atkinson

Seconded: Ilga St. Onge

VOTE:

CARRIED

15.0 NEXT MEETING DATE

The next Council meeting is Friday, December 3, 2021.

16.0 ADJOURNMENT

MOTION: THAT the Council meeting be adjourned at 3 : 38 p.m.

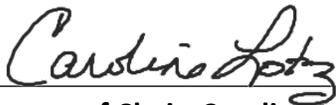
Moved: Jennifer Cooper

Seconded: Jacqueline White

VOTE:

CARRIED

Approved by:



Signature of Chair, Caroline Lotz

December 3, 2021

Date