

COUNCIL MEETING MINUTES

Hybrid Zoom Meeting

Livestreamed to the CDHO YouTube Channel

Friday, March 31, 2023

9:00 a.m. – 4:30 p.m.

COUNCIL MEMBERS PRESENT:

Terri Strawn, Professional Member, President
Michelle Atkinson, Professional Member
(10:15 a.m.–3:45 p.m.)
Loree Beniuk, Public Member
Erin Betts, Public Member
Anne-Marie Conaghan, Academic Member
Maheen Cassim, Professional Member
Jennifer Cooper, Academic Member
Krista Dufour, Professional Member
Pella Giabanis, Public Member
Carla Grbac, Professional Member
Meghan Leuprecht, Public Member
Angelica Palantzas, Public Member
Vanessa Pereira, Professional Member,
Vice-President
Margaret Wade, Public Member
Jacqueline White, Professional Member
Mary Yeomans, Professional Member

REGRETS:

Alessandro Greco, Public Member
Sasha Sidhu, Public Member
Farzana Hussain, Professional Member
Ehizele Martin Iyamabo, Public Member

ADMINISTRATION:

Dr. Glenn Pettifer, Registrar and CEO
Veronica Douglas, Executive Administrator

GUESTS:

Julie Maciura, SML, CDHO Legal Counsel
(9:00 a.m.–3:00 p.m.)
Deanna Williams, Dundee Consulting
(11:00 a.m. –11:30 a.m.)

CALL TO ORDER

1.1 Roll Call

The Chair, Terri Strawn, called the meeting to order at 9:01 a.m.

1.2 Opening Remarks

The Council President, Terri Strawn, welcomed Council and guests to the March Council meeting. The following land acknowledgment was made:

“While we meet today in a hybrid environment, I would like to begin by acknowledging the Indigenous peoples and every being of all the lands that we are gathered on here. I acknowledge that there are 46 treaties, other agreements as well as unseeded nations that cover the territory now called Ontario, which remains the home of many First Nations, Inuit, and Métis people. I come with respect for this land that I am on today, for the people and all living beings who have and still reside here.

Let’s take a moment to acknowledge the importance of the land which we each call home and express my gratitude to have the privilege to work on this land. We do this to reaffirm our commitment and our responsibility to improve relationships between nations and to improve our own understanding of local Indigenous peoples and their cultures. From coast to coast to coast, I wish to acknowledge the ancestral and unceded territory of all the Inuit, Métis, and First Nations people that call this nation home.

Please join me in a moment of reflection to acknowledge the effects of genocide, residential schools, and the ongoing effects of colonialism on Indigenous families and communities. We have the utmost respect for Indigenous peoples and wish to thank them for their continued stewardship of this land. Let’s take this time to consider how we can, in our own way, move forward in a spirit of reconciliation and collaboration.”

The President informed those present that Council will join the Councils of the other Oral Health Profession Regulatory Colleges (RCDSO, CDO, CDTO) in a joint education day “Indigenous Peoples, Reconciliation, and Anti-Bias” on May 26, 2023.

1.3 Council Policy Manual Update

The Chair reported that the following policies had been updated:

- GP-7 Council Stipend and Expenses
- GP-6.6 Governance 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

MOTION: THAT Council moves to approve the March 31, 2023 Council meeting agenda as presented.

Moved: Carla Grbac
Seconded: Jennifer Cooper
VOTE:

CARRIED

3.0 DECLARATIONS OF POTENTIAL CONFLICTS OF INTEREST

3.1 Declarations of Conflict of Interest

No conflicts were declared.

4.0 CONSENT AGENDA (4.1-4.1.2)

MOTION: THAT Council moves to approve the consent agenda.

Moved: Maheen Cassim
Seconded: Jacqueline White
VOTE:

CARRIED

5.0 INFORMATION REQUESTED BY THE BOARD

Dr. Glenn Pettifer updated Council on the operations of the College.

The President advised Council that the Executive Committee met with Hilborn LLP for a pre-audit meeting on March 20, 2023.

6.0 OWNERSHIP LINKAGE

6.1 Status of Ownership Linkage Activities

The Ownership Linkage Committee provided Council with a written report.

7.0 REQUIRED APPROVALS AGENDA

7.1 Emergency Class of Registration: Stakeholder Feedback

Through recent amendments to the Code, the Government of Ontario has mandated that all Health Profession Regulatory Colleges create an Emergency Class

of Certificate of Registration. The Emergency Class is intended to enable Colleges to register health professionals quickly in times of urgent need, such as, but not limited to, during a public health crisis.

At its January 20, 2023 meeting, the CDHO Council approved, in principle, the proposed amendments and directed that these proposed amendments be circulated to members and key stakeholders for consultation. The consultation opened on January 25, 2023 and closed on March 27, 2023. The College received 31 submissions by email.

Council discussed the submissions received by stakeholders and considered the public interest. Some stakeholders expressed concerns with exempting applicants from having to complete the entry-to-practice requirements. Council considered this risk and determined that there were processes in place in the document to prevent public harm.

MOTION: That Council approve the proposed amendments to Part VII (Registration) of Ontario Regulation 218/94 (General) made under the *Dental Hygiene Act, 1991*, attached here as Appendix A, and directs the Registrar to submit the proposed amendments to the Ministry no later than May 1, 2023.

Moved: Meghan Leuprecht

Seconded: Pella Giabanis

Vote:

CARRIED

6 Public members and 8 Professional members voted in support of the regulation proposal. There were no abstentions and no members in opposition.

8.0 BOARD EDUCATION

8.1 Overview of the Office of the Fairness Commissioner (OFC)

Fairness Commissioner Irwin Glaberg discussed the evolution of fair access legislation in Ontario and the role of the Office of the Fairness Commissioner (OFC) in ensuring fair registration practices in regulated health and non-health professions. The provincial government has been increasingly focused on filling the job vacancies that require the skills of professionals and tradespeople. Qualified immigrants have become an important source of labour. Legislation amendments to FARPACTA and the RHPA were discussed, including change initiatives and enhancements to registration practices to reduce barriers that internationally trained applicants often encounter.

9.0 GOVERNANCE PROCESS ITEMS

9.1 External Assessment of Council Effectiveness

In order to fulfill the expectation set out under Domain 1, Standard 1 of the College Performance Measurement Framework (CPMF), in June 2022, Council contracted Deanna Williams of Dundee Consulting to complete a third-party assessment of Council's effectiveness.

Deanna Williams presented her final report on Council effectiveness to Council and the full report is available on the CDHO website. Council discussed the findings of the report and committed to begin implementing changes in order to become a more effective Council and to better serve the public. The Public Interest is served when an organization is overseen by an effective Council that engages in reflection on and evaluation of its effectiveness.

MOTION: That Council move to accept Deanna Williams' 'External Assessment of Council Effectiveness' report for consideration.

Moved: Carla Grbac

Seconded: Michelle Atkinson

VOTE:

CARRIED

9.2 Comprehensive Governance Review

In Council's third-party review conducted by Deanna Williams, several Council members identified that there has never been a comprehensive governance review since the adoption of Policy Governance. Council considered undertaking a comprehensive review of its current governance model and practices and considered contracting Deanna Williams to conduct the review.

Council discussed the benefits and concerns of contracting the same consultant for both the external assessment and the third-party review and determined it was not a conflict and possibly an asset.

MOTION: **WHEREAS** The CDHO Council has not undergone a comprehensive governance review since the adoption of Policy Governance in 2013 and;

WHEREAS Effective governance is a process by which the Registrar is directed, controlled, and held accountable for achieving its ends and serving and protecting the public interest and;

WHEREAS Governance involves the establishment of clear goals, the development of sound policies and procedures, and the adoption of ethical and transparent practices and;

WHEREAS Effective governance and a strong Council-Registrar relationship are critical to the success of any regulatory organization;

THEREFORE, BE IT RESOLVED that the CDHO Council will conduct a comprehensive governance review to assess the current state of the organization's governance well-being and identify areas that require improvement.

Moved: Carla Grbac

Seconded: Jennifer Cooper

VOTE: **CARRIED**

MOTION: **WHEREAS** Deanna Williams has completed the third-party assessment of Council effectiveness and;

WHEREAS Information obtained in the third-party assessment of Council effectiveness would be included in the comprehensive governance review and;

WHEREAS The Council is exercising efficiency in utilizing all available resources;

THEREFORE, BE IT RESOLVED that Deanna Williams be appointed as the third-party consultant to conduct a comprehensive governance review for the CDHO Council.

Moved: Maheen Cassim

Seconded: Meghan Leuprecht

VOTE: **CARRIED**

9.3 CPMF Report

Michelle Atkinson and Deputy Registrar, Jane Keir, presented the draft CPMF Report to Council.

MOTION: To adopt the CPMF as presented to Council in the Council materials package.

Moved: Maheen Cassim

Seconded: Jennifer Cooper

VOTE: **CARRIED**

9.4 Policy Content Review: GP-3(4) Council Planning Cycle and Agenda Control

MOTION: **THAT** Council approve the changes to the GP-3 Council Planning and Cycle Agenda Control policy to remove the Multi-Year Cycle Schedule in order to reduce redundancy.

Moved: Mary Yeomans
Seconded: Anne-Marie Conaghan
VOTE:

CARRIED

10.0 ENDS ITEMS FOR CONSIDERATION

There were no agenda items for this meeting.

11.0 COUNCIL REGISTRAR DELEGATION ITEMS FOR CONSIDERATION

There were no agenda items for this meeting.

12.0 EXECUTIVE LIMITATIONS ITEMS FOR CONSIDERATION

11.1 Policy Content Review: EL General Executive Constraint

The Council reviewed policy EL and no changes were made.

11.2 Policy Content Review: EL-3 Planning

The Council reviewed policy EL-3 and no changes were made.

11.3 Policy Content Review: EL-7 Compensation and Benefits

The Council reviewed policy EL-7 and no changes were made.

11.4 Policy Content Review: EL-8 Communication and Support to the Board

The Council reviewed policy EL-8 and no changes were made.

13.0 MONITORING BOARD PERFORMANCE

13.1 GP-2: Council Job Contributions

MOTION: **THAT** Council has assessed the monitoring report for Governance Process 2 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

Moved: Carla Grbac
Seconded: Jennifer Cooper
VOTE:

CARRIED

13.2 GP-6.1: Executive Committee Terms of Reference

MOTION: THAT Council has assessed the monitoring report for Governance Process 6.1 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

Moved: Carla Grbac
Seconded: Jacqueline White
VOTE:

CARRIED

14.0 MONITORING CEO PERFORMANCE

14.0 MOTION TO MOVE IN CAMERA

MOTION: THAT Council move in Camera as per RHPA, *Schedule 2, Section 7(2)(d)* at 2 : 34 p.m., for agenda items 14.1–14.7.

Moved: Maheen Cassim
Seconded: Erin Betts
VOTE:

CARRIED

14.1 Internal Monitoring: Global End

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

Moved: Pella Giabanis
Seconded: Meghan Leuprecht
Abstained: Margaret Wade
VOTE:

CARRIED

14.2 Internal Monitoring: 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: Carla Grbac
Seconded: Mary Yeomans
VOTE:

CARRIED

14.3 Internal Monitoring: E-2

MOTION: **THAT** Council has assessed the monitoring report for Ends Policy 2 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

Moved: Maheen Cassim

Seconded: Meghan Leuprecht

VOTE: **CARRIED**

14.4 Internal Monitoring: E-3

MOTION: **THAT** Council has assessed the monitoring report for Ends Policy 3 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

Moved: Loree Beniuk

Seconded: Carla Grbac

VOTE: **CARRIED**

14.5 Internal Monitoring: E-4

MOTION: **THAT** Council has assessed the monitoring report for Ends Policy 4 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

Moved: Erin Betts

Seconded: Michelle Atkinson

VOTE: **CARRIED**

14.6 Internal Monitoring: EL-4(1)

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

Moved: Maheen Cassim

Seconded: Mary Yeomans

VOTE: **CARRIED**

14.7 Internal Monitoring: EL-7

MOTION: **THAT** Council has assessed the monitoring report for Executive Limitations Policy 7 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

Moved: Vanessa Pereira
Seconded: Jennifer Cooper
VOTE:

CARRIED

14.0 MOTION TO MOVE OUT OF CAMERA

MOTION: THAT Council move out of Camera as per RHPA, *Schedule 2, Section 7(2)(d)* at 3:27 p.m.

Moved: Meghan Leuprecht
Seconded: Jacqueline White
VOTE:

CARRIED

15.0 SELF-EVALUATION OF GOVERNANCE PROCESS

15.1 Council Meeting Evaluation

The Council Feedback Survey was sent to Council members to be completed electronically. Council reviewed the results in the meeting.

16.0 NEXT MEETING DATE

The next Council meeting is June 2, 2023.

17.0 ADJOURNMENT

MOTION: THAT the Council meeting be adjourned at 3:45 p.m.

Moved: Michelle Atkinson
Seconded: Carla Grbac
VOTE:

CARRIED

Approved by:



Signature of Chair, Terri Strawn

June 2, 2023

Date