

Council Meeting Minutes

Virtual Zoom Meeting – Livestreamed to the CDHO YouTube Channel
Friday, December 1, 2023 – 9:00 a.m. to 4:00 p.m.

COUNCIL MEMBERS PRESENT

Professional Members: Michelle Atkinson, Maheen Cassim, Anne-Marie Conaghan (Academic), Jennifer Cooper (Academic), Krista Dufour, Carla Grbac, Farzana Hussain, Vanessa Pereira (Vice-President), Terri Strawn (President), Jacqueline White, Mary Yeomans,

Public Members: Erin Betts, Pella Giabanis, Ehizele Martin Iyamabo, Meghan Leuprecht, Angelica Palantzas, Margaret Wade

Regrets: Loree Beniuk, Alessandro Greco, Sasha Sidhu

Administration: Dr. Glenn Pettifer (Registrar and CEO), Veronica Douglas (Executive Administrator)

Guests: Julie Maciura, SML, CDHO Legal Counsel (9:00a.m.-3:00p.m.), Deanna Williams (9:30a.m.-9:50a.m.), Harry Cayton (9:30a.m.-9:50a.m.), Doha Pelhem (1:00p.m.-1:45p.m.), Rainer Kocsis (1:00p.m.-1:45p.m.), Balbir Sohi (9:00a.m.-3:30p.m.), Juli Kreutner (9:00a.m.-3:30p.m.)

1.0 CALL TO ORDER

1.1 Roll Call

The Chair, Terri Strawn, called the meeting to order at 9:00 a.m.

1.2 Opening Remarks

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

“While we meet today in a virtual 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 unceded 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

COUNCIL MEETING MINUTES

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."

1.3 Council Recognition Ceremony

A virtual ceremony was conducted to recognize the commitment of Council members whose terms are ending in 2023. It was Meghan Leuprecht's, Carla Grbac's, and Jacqueline White's last Council meeting. Anne-Marie Conaghan and Jennifer Cooper were selected to serve in academic positions on Council for new three-year terms starting in January 2024. Erin Betts was reappointed for another three-year term.

1.4 Council Policy Manual Update

The President reported that the following policies were updated at the September 22, 2023 Council meeting: CRD-4 Monitoring Registrar/CEO Performance, CRD-5 Registrar/CEO Compensation, and GP -12 Special Rules of Order.

1.5 Council Code of Conduct

Council was reminded of the Code of Conduct.

2.0 APPROVAL OF AGENDA

2.1 Review and Approval of Agenda

A typo was corrected in item 9.3 and item 15.1 Policy Content Review for GP-7 Council and Committee Stipend and Expenses policy was deferred to March 2024 in order to consider the rising costs of hotel rates.

MOTION: **THAT** Council moves to approve the December 1, 2023 Council meeting agenda as amended.

MOVED: Carla Grbac

SECONDED: Jennifer Cooper

VOTE:

CARRIED

COUNCIL MEETING MINUTES

3.0 DECLARATIONS OF POTENTIAL CONFLICTS OF INTEREST

3.1 Declarations of Conflict of Interest

No conflicts were declared.

4.0 CONSENT AGENDA (4.1-4.1.1)

MOTION: THAT Council moves to approve the consent agenda.

MOVED: Mary Yeomans

SECONDED: Carla Grbac

VOTE:

CARRIED

5.0 INFORMATION REQUESTED BY THE BOARD

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

6.0 OWNERSHIP LINKAGE

6.1 Status of Ownership Linkage Activities

The Ownership Linkage Committee provided Council with a written report.

7.0 BOARD EDUCATION

7.1 Governance Review: Update

Harry Cayton and Deanna Williams provided Council with an update regarding their comprehensive governance review. Since the kick-off at the September Council meeting, they have reviewed documents and materials including past Council materials, governance policies, legislation and regulations, and the CDHO By-Laws. Deanna Williams has also conducted interviews with Council members and staff.

They will be analyzing the feedback and their findings in the beginning of the new year to submit a draft report for a quality assurance review in early February 2024. The final report will be presented to Council at the March 8th, 2024 Council meeting.

8.0 GOVERNANCE PROCESS ITEMS

8.1 2024 Operations Budget

The Operations and Governance budget have been attached as Appendix A. Dr. Pettifer presented the budget to Council and Council had the opportunity to discuss and ask questions.

MOTION: **THAT** Council moves to approve the 2024 Operations Budget as proposed.

MOVED: Carla Grbac

SECONDED: Margaret Wade

VOTE:

CARRIED

8.2 2024 Governance Budget

MOTION: **THAT** Council moves to approve the Governance Budget as proposed.

MOVED: Erin Betts

SECONDED: Jacqueline White

VOTE:

CARRIED

8.3 Governance Committee Update

The Chair, Michelle Atkinson, provided an update to the written report that was provided to Council. The Governance Committee met with Anthony Marini on October 25th and November 15th, 2023 to discuss Council mentorship and the November Council workshop. At the workshop on November 30th, Anthony Marini presented to Council on mentorship and Council discussed the draft framework for mentorship training.

8.4 Governance Committee: Mentorship Program

One of the recommendations from Deanna Williams' report on Council effectiveness was the need for strengthening Council's onboarding processes. The Governance Committee is in the process of developing a structured process and opened the floor for Council discussion. Council provided a number of suggestions including the need for checklists for both the mentor and the mentee, specific touchpoints, and mentoring for the mentor. The committee will continue to work on the mentorship framework and will bring it back to Council at the March 2024 meeting.

8.5 Bylaw 5

Council was asked to approve for circulation to registrants a series of proposed amendments to CDHO's bylaws. Most of the proposed amendments are of housekeeping in nature and do not substantively change the operation of the bylaws. While the revisions make the bylaws more efficient and accessible, they do not have a direct impact on public protection. Other amendments help to align CDHO with regulatory emerging practices. They help focus CDHO on its public protection mandate by using appropriate terminology and enhancing existing safeguards around Council and committee eligibility.

COUNCIL MEETING MINUTES

In summary, the amendments relate to the following matters:

1. Replacing the terms "President" and "Vice-President" with "Chair" and "Vice-Chair"
2. Strengthening requirements related to past criminal conduct and legal proceedings against the CDHO for candidates for Council and committees
3. Establishing a lifetime maximum term limit for members of Council and committees
4. Removing the requirement that there be more members of Council on a committee than non-Council Committee members
5. Replacing the in-person process for deputations to Council
6. Updating references to fees that have previously been reduced or cancelled
7. Updating provisions to align with the *Health Professions Procedural Code* or current emerging practices
8. Other minor housekeeping amendments

Council discussed in depth about changing the requirements relating to past criminal conduct and legal proceedings against the CDHO for candidates to Council and committees from 3 to 10 years since the finding of guilt and from 3 to 8 years since compliance with the penalty. Council decided to remove that edit and keep it at 3 years.

Council also discussed in depth about imposing a maximum term limit for Council members. Council decided to remove the lifetime limit from the proposed amendments and have a future discussion over whether it should be a lifetime limit or a modified cooling off period.

MOTION: **THAT** Council direct the Registrar to circulate the proposed amendments to the Bylaws, as appended to this motion, and as amended during this conversation to registrants and key interest groups for comment for a period of at least 60 days.

Moved: Carla Grbac
Seconded: Mary Yeomans
VOTE:

CARRIED

9.0 MONITORING BOARD PERFORMANCE

9.1 CRD 2

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

Moved: Maheen Cassim
Seconded: Anne-Marie Conaghan
VOTE:

CARRIED

COUNCIL MEETING MINUTES

9.2 CRD 3

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

Moved: Meghan Leuprecht

Seconded: Jennifer Cooper

VOTE: CARRIED

9.3 GP 7

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

Moved: Jacqueline Cooper

Seconded: Michelle Atkinson

VOTE: CARRIED

9.4 GP 8

MOTION: THAT Council has assessed the monitoring report for GP-8 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

Moved: Maheen Cassim

Seconded: Meghan Leuprecht

VOTE: CARRIED

10.0 COUNCIL REGISTRAR DELEGATION ITEMS FOR CONSIDERATION

10.1 Policy Content Review: CRD 2

Council reviewed the CRD-2 policy and no changes were made.

10.2 Policy Content Review: CRD 3

Council reviewed the CRD-3 policy and no changes were made.

11.0 ENDS ITEMS FOR CONSIDERATION

There were no agenda items at this meeting.

12.0 REQUIRED APPROVALS AGENDA

There were no agenda items at this meeting.

13.0 BOARD EDUCATION

13.1 Patient Experiences with Discrimination Report

Doha Melhem and Rainer Kocsis highlighted the research outcomes on patient and registrant experiences with discrimination in order to inform CDHO strategies for diversity, equity, inclusion, and access to care. They summarized data from the 2022 and 2023 Voice of the Patient Surveys, the Patient Experiences with Racism and Discrimination Study conducted in 2023 and the Registrant Engagement Survey from 2023. They provided some key considerations for CDHO including considering strengthening standards and guidelines on professional communication and intercultural competence, supporting registrants through their journey of awareness of Indigenous-specific racism, and enabling registrants to deliver culturally safe, equitable, and respectful care. Pivotal Research showcased the CDHO Voice of the Patient dashboard where the data from the 2022 and 2023 surveys can be viewed. Once it's been finalized, the dashboard will be made publicly available.

13.2 Coaching Advisory

Council reviewed the Coaching Advisory for the September Council meeting from the Governance Coach.

13.3 CNAR and CDHA Summit Reports

Terri Strawn and Michelle Atkinson presented to Council on their key learnings from the Canadian Network of Agencies of Regulation Conference (CNAR). The conference took place in Vancouver from October 16th-18th, 2023 and was attended by Council members Terri Strawn, Michelle Atkinson, and Loree Beniuk. They attended courses on the regulator's role in advancing indigenous cultural safety through health system change, quality assurance, trauma-informed professional regulation, and maximizing public member value and engagement. They provided some suggestions for Council including:

- Council could consider adopting indigenous specific anti-racism policies that reflect revised bylaws, ethics and standards.
- Council could offer indigenous cultural safety, humility and anti-racism education; and
- Council could incorporate cultural safety and humility training in their onboarding and orientation.

Carla Grbac and Martin Iyamabo presented to Council on the CDHA Summit that was attended in Winnipeg from October 20th-21st, 2023. The Summit focused on the need for diversity, equity, inclusion and belonging within the profession of dental

COUNCIL MEETING MINUTES

hygiene. The Ownership Linkage Committee will be exploring how our collective efforts can create culturally safe dental hygiene practices, build anti-racist attitudes, reduce health inequities, and provide non-discriminatory care.

14.0 EXECUTIVE LIMITATIONS ITEMS FOR CONSIDERATION

14.1 Policy Content Review: EL 2

Council reviewed the EL 2 policy and no changes were made.

14.2 Policy Content Review: EL 5

Council reviewed the EL 5 policy and no changes were made.

14.3 Policy Content Review: EL 10

Council reviewed the EL 10 policy and no changes were made.

14.4 Policy Content Review: EL 11

Council reviewed the EL 11 policy and no changes were made.

15.0 GOVERNANCE PROCESS ITEMS (CONTINUED)

15.1 Policy Content Review: GP 7

Policy content review for policy GP-7 Council and Committee Stipend and Expenses was deferred until March 2024.

15.2 Policy Content Review: GP 8

Council reviewed the GP 8 policy and no changes were made.

MOTION TO MOVE IN CAMERA

MOTION: THAT Council move in Camera as per RHPA, *Schedule 2, Section 7(2)(d)* at 3:00 p.m., for agenda items 16.1–16.5.

MOVED: Maheen Cassim

SECONDED: Margaret Wade

VOTE:

CARRIED

16.0 MONITORING CEO PERFORMANCE

16.1 General Executive Constraint

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

Moved: Mary Yeomans
Seconded: Meghan Leuprecht
VOTE:

CARRIED

16.2 EL-3

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

Moved: Jacqueline White
Seconded: Carla Grbac
VOTE:

CARRIED

16.3 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: Jennifer Cooper
Seconded: Krista Dufour
VOTE:

CARRIED

16.4 EL- 8

MOTION: **THAT** Council has assessed the monitoring report for Executive Limitations Policy 8 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

Moved: Mary Yeomans
Seconded: Meghan Leuprecht
VOTE:

CARRIED

16.0 MOTION TO MOVE OUT OF CAMERA

MOTION: **THAT** Council move out of Camera as per RHPA, *Schedule 2, Section 7(2)(d)* at 3:40 p.m.

COUNCIL MEETING MINUTES

MOVED: Michelle Atkinson
SECONDED: Carla Grbac
VOTE:

CARRIED

17.0 SELF-EVALUATION OF GOVERNANCE PROCESS

17.1 Council Meeting Evaluation

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

18.0 NEXT MEETING DATE

The next Council meeting is January 19, 2024.

19.0 ADJOURNMENT

MOTION: **THAT** the Council meeting be adjourned at 3:56 p.m.

MOVED: Michelle Atkinson
SECONDED: Carla Grbac
VOTE:

CARRIED

Approved by:



Signature of Chair, Terri Strawn

March 8, 2024

Date