

COLLEGE OF CHIROPODISTS OF ONTARIO

Approved Minutes

Meeting of the Council of the College of Chiropodists of Ontario

180 Dundas Street West

19th Floor Boardroom

Toronto, Ontario

Friday, February 24, 2016

9:00 a.m. - 3:00 p.m.

Present

Professional Members

Ed Chung

Julie DeSimone

Stephen Haber

Martin Hayles

John Infanti

Jamie Maczko

Ann-Marie McLaren

Tony Merendino

Millicent Vorkapich-Hill

Public Members

Jim Daley

Khalid Daud

Sohail Mall

Agnes Potts

Regrets:

Donna Coyne

Peter Guy

Grace King

Staff: Felecia Smith, Registrar and CAO

Legal Counsel: Alan Bromstein

Observers:

John Hardy

Sonia Maragoni, President, OSC

Bruce Ramsden, OPMA

****THE AGENDA ITEMS MAY NOT NECESSARILY BE DEALT WITH IN THE ORDER
THEY APPEAR****

Part 1

1. Call to Order, Appointment of Secretary

Ray MacDonald was appointed secretary.

2. Declaration of Conflict of Interest, Taping Policy, Welcoming Policy, Welcoming of Observers

There were no declarations of conflict of interest with respect to the approved agenda. The policy against taping of the meeting was announced by the President. All observers were welcomed by the President.

3. Approval of the Minutes of the October 23, 2015 Meeting

It was pointed out that Item 5.8 did not indicate if the matter had been carried. The Registrar indicated that it had been. An amendment to the motion was moved to indicate the fact of the outcome of the motion on October 23, 2015.

MOTION

Moved by: Khalid Daud

Seconded by: Ann Marie McLaren

THAT Council approve the October 23, 2015 minutes as amended

CARRIED UNANMOUSLY

Part 2

The College's new public member, Mr. Jim Daley, was formally introduced by the President.

1. Update and Discussion

4.1 HPRAC - No New Update

The Registrar advised that she had heard that the posting of the report is imminent. No matter what the outcome of the report is, there will still be information that needs to be digested. A question was raised as to how long the College waits before it moves forward on matters that are not core business (e.g. website redesign). A suggestion was made that we could send out an e-mail blast to our members simply saying that we are still waiting on HPRAC and that any delay has nothing to do with the College.

4.2 Code of Conduct for Council Members

The President explained that the Executive Committee, with the assistance of the Registrar and legal counsel, reviewed Codes of Conduct from others Colleges and developed a draft Code that made sense for our College. It was suggested that Council and non-Council members annually sign off on the Code as an acknowledgement that it has been read and understood. It was agreed that all current members would sign off and all new members sign each time they join. In order to approve the Code, Council requires a two thirds majority.

It was agreed that the Code would apply to non-Council members as well. Mr. Bromstein indicated that there are two types of processes for dealing with a Council or non-Council

member who could be in breach of the Code. Some Colleges take a very legalistic approach to a breach. It generally includes hiring a former Judge of the Supreme Court of Ontario to meet with the individuals who believe that a breach has occurred, meet with the person who is the subject matter of the ‘complaint’, make findings of fact, make recommendations and come back to Council and Council makes the final determination. The costs associated with this process are quite outrageous. A second possible process to ensure fairness for all those involved is that the situation is first dealt with through the Executive Committee and if a resolution can be made, it is done. If a resolution cannot be made, then it would go to Council with the opportunity for the individual involved to make statements and representations to Council. Council would have the ultimate decision about whether there was a breach and of course, if there was a breach, what the results or penalty would be. In some cases there might need to be a special Council meeting to deal with this matter. In most cases, people resign.

Mr. Bromstein will revise the draft Code of Conduct, indicate that it also applies to non-Council members as well and build this into the by-law. The Code will be a schedule to the bylaws and an individual who breaches the Code of Conduct will follow the process outlined.

Recommendation

THAT Council directs its legal counsel to draft a by-law for Council's consideration that incorporates the comments made by Council at the meeting and includes a process to deal with any Councilor or non-Council committee member who has been found to have breached the Code.

CARRIED UNANIMOUSLY

4.3 Retaining Mentors to Assist the College – On going Process & Update

The Registrar explained that this is an ongoing matter. Grace King, Peter Stavropoulos, Meghan and the Registrar are members of the committee reviewing this. A request for mentors was sent out to the entire membership. The College received only four responses. The Committee is now reworking the process. The Committee is considering checklists for the reviews, how we should attract more mentors, whether we should interview applicants and if so, what types of questions would we be asking. The final reports come back to the Registrar for final approval. A question was raised as to how we deal with a mentorship when the member practises up north, for example. The cost to have a mentor attend the premises would be more expensive. The Registrar indicated this has not, as yet, been an issue. Usually there is a set amount that the member pays. If distance is an issue, and the mentorship arose from a discipline proceeding, it would be raised in front of the Discipline Committee when the penalty was being considered. The same would apply for ICRC. The Registrar indicated that many times members do not want another member who practises in the same vicinity to come into their practice – they prefer someone who lives and practises far away. This is also applies to the QA random practice assessments.

4.4 Transparency Initiative – Update

Ms. Denis Cole, Deputy Minister, advised at a FHRCO meeting that the department is looking at ways to better deal with the expansion of scope when Colleges request it. She indicated that these requests are often more member based than patient focused. The Deputy Minister visited the Health Professions Council in the U.K. The Ministry is trying to determine a model for an Ontario professional standards body. They are looking at an overarching body that the colleges

would be accountable to and to show that they are actually performing in the public interest. Mr. Bromstein indicated that shortly after the release of the Sexual Abuse Task Force Report, there will be proposed significant amendments to the *Regulated Heath Professions Act*.

(i) *Posting Council agenda etc. on College website in advance of meeting*

The recommendation is that once Council receives their binders, the draft agenda is posted on the website.

Recommendation

THAT Council considers, in principle, the policy of posting the agenda and related materials for a General Meeting of Council at least one week prior to each meeting and, if approved, direct the Registrar to consider what actions would need to be taken to implement the policy.

CARRIED UNANIMOUSLY

4.5 Task Force on the Prevention of Sexual Abuse of Patients and the *Regulated Health Professions Act, 1991* – No new Update

4.6 Patients First - Health Workforce Planning & Regulation – Update from Ministry [see Item 4.4]

4.7 Amendments to the Drug Regulation – Update

The Registrar advised that she had contacted the Ministry for an update. The response back indicated that they were working on the Regulation but they were waiting for the HRPAC report. This statement applied to all the proposed and amended Regulations that are with the Ministry.

The Registrar explained that she had met with the Registrars from the College of Midwives and Optometrists. The College of Midwives has not begun to amend their Regulation. The College of Optometrists has amended their drug Regulation by taking the position that their members can prescribe any drug that is within an optometrists' scope of practice. In terms of circulation of Colleges' regulations, Mr. Bromstein indicated that Colleges generally do not respond to other Colleges' amendments unless it affects their own membership. If we were to say we were supporting their position because we want the same thing and our College has not extensively reviewed and studied what they are asking for and why, then it will totally appear self-serving.

4.8 Acupuncture – Developing a Policy Statement –Joint Effort with Other Colleges (Registrar to provide update)

As previously reported, the College of Traditional Chinese Medicine had a meeting of all the Colleges whose members are allowed to practise acupuncture. The goal of the meeting is to develop a common standard in relation to acupuncture. The minutes of the meeting have not, as yet, been produced and will be provided to Council once that occurs. There was a general consensus that it was easier to develop a common standard rather than each College doing so their own. That is the intention moving forward. Five of our members are registered with that College.

4.9 Michener and UHN merger – Registrar's Meeting with CEO of Michener (Registrar to provide update)

The Registrar indicated that she met with Maureen Adamson, the now former President of the Michener. Obviously Ms. Adamson could only provide information that was in the public domain. Ms. Adamson advised that the chiropody program would not be affected by the

merger in a negative way. In fact she believed that it would have a positive effect on the program. The institution's name has now been changed to the Michener Institute of Education at UHN.

4.10 Clinic Oversight - College Consortium – Update

The clinic Consortium met on February 25, 2016. The decision was made to wind down the project by submitting a report to government. Instead of making a formal recommendation about which model should be used, the report will identify the gaps and why regulation is needed, stakeholder comments, other possible models which had been considered and why this specific one was selected. Ultimately, it will be left to the government to determine whether or not they proceed with regulation of some kind. The consortium's plan is to finalize the submission in March, obtain approval from all the participating College Councils between March and July and submit the report in July-August 2016.

4.11 Drafting Rules for Discipline – FYI

The Registrar requested independent legal counsel to draft rules for the discipline panel. The draft has been sent to the Chair of discipline, Mr. Mendez, to lawyers who represent members of the College, our prosecutors and the discipline committee members. Approval of the rules is not a Council matter. The rules make the discipline process more efficient and provide directions to the parties when certain steps are undertaken or issues need to be dealt with.

4.12 Proposed Registration Regulation – Current Ministry Draft – Update

Council passed the proposed amended regulation in 2012 and forwarded it and the package of materials to the Ministry. Normally Council looks at the proposed regulation and approves it in principle and the College circulates it to stakeholders and members for comment. The reason it needs to be circulated again is because there has been substantial changes to the Regulation that Council passed in 2012. For example, the use of chiropodial and podiatric was a concern at the time it was reviewed by Council so the wording was changed to 'member'. Legislative counsel would not be sensitive to the wording. The other way to deal with these changes is for the Executive Committee to send out the amended Regulation, once finalized by legislative counsel, to members and other stakeholders so that we do not need to wait for the next Council meeting. It would come back to the next Council Meeting to be approved. The Executive Committee will deal with circulation and hopefully be able to bring it back to Council in June. This depends on the government.

4.13 Inhalation Standard of Practice – Update

The standard as it now exists is going to be very confusing for the membership because it deals with both nitrous oxide and sedation generally. Mr. Bromstein, Mr. Mendez and the Registrar all agreed it would be better to deal with the administration of nitrous oxide alone and what is required. Once this is finalized and approved, we can move to the next step for considering what we generally do with sedation. This review will allow a fresh look at who needs to be in the room at the time of administration and who the other person should be in order to use nitrous oxide alone. Mr. Mendez has agreed to review the standard and provide an amended version of a stand-alone standard for nitrous oxide and oxygen.

4.14 Registered Nurse Prescribing Referral to HPRAC

The Registrar explained that this was strictly a consultation relating to possible models which would allow registered nurses to prescribe. HPRAC was asking stakeholders to comment on which of their 3 models was appropriate for nurses prescribing. The stakeholder consultation did not deal with the drugs themselves. Mr. Bromstein commented that other Colleges were as perplexed as the Registrar and the Executives Committee regarding what was being asked of them. This consultation did not arise from the College of Nurses nor was it their request to do so.

4.15 Martin Hayles' e-mail

Mr. Hayles addressed the e-mail he had sent to the President and Registrar. It included 3 items:

1. *CE Program*

In terms of CE credits, Mr. Hayles suggested that members be allowed to include such things as sitting on regulatory committees or writing examination questions, as part of their CE requirements. This might also encourage people to join committees and attract members to help out. The Registrar indicated that in the past, the QA committee had discussed Category A requirements and felt it was important to maintain that category in its present state. It was felt that it provided not just an educational component but the opportunity to talk to peers about cases, find out about new products and observe hands on demonstrations.

At the end of the day, the education requirements should be about patient care and the practice improvement. The suggestion was that QA discuss allowing different forms of categories and/or expanding categories A and B to allow people credit for time they serve on College committees and Council. There would need to be some type of accreditation system for doing so. For example, how does one assess how the public is best served by an individual who sits on the Registration committee and is not likely to delve into competence or practice related learning versus an individual who works on the examination preparation committee who is writing and researching examination questions versus the person who totally deals with practice issues as a mentor. Work on committees etc. could be either Category A or B or a new category. QA could also look at web based learning. This will be referred to the Committee.

2. *Website*

The question is whether the College should currently invest money to improve the website. The Registrar mentioned that at some point, the annual renewal process needs to be on line. This is something the strategic planning committee can look into.

3. *Use of Laser Policy or Guideline*

Mr. Hayles referred to two earlier e-mails that had been sent to the membership. The second one clarified the first one and narrowed its scope to wart treatments. It was decided that the College will communicate the results of the report from the Technical Committee again in the newsletter and then Executive will review whether a guideline is warranted.

It was pointed out that if a Council member wants a matter dealt with or has a recommendation, the by-laws require that the individual put forward a motion within a certain period of time to allow everyone notice that it is coming and then the matter is added to the

agenda. If a Council member wants the Executive committee to review a certain matter, s/he you simply need to e-mail them.

4.16 Cease & Desist Letter

The letter was included 'for information' to Council. The letter relates to the Clinic Regulation project and was sent by people who believe that they will be directly affected if regulation is put into place. The Registrar put the insurers on notice as a precautionary measure. Mr. Bromstein explained that not only do we have insurance to cover the issue but there is an immunity provision in the RHPA which says if Councillors are doing something in good faith in the exercise of their duties, they cannot be successfully sued as long as Council continues to act in good faith without conflicts and bias. If the College actually needed more money to defend a lawsuit, the College is a taxing authority for our members and would raise fees in that way.

4.17 Approval of International Podiatry Programs – General Discussion on Process

The Registrar was seeking direction from Council to allow the Executive Committee to deal with hiring an expert, if needed, so that an application for registration with the College can move forward expeditiously. If the Executive could not deal with it, the Registrar would have to bring back the hiring of an expert to the June Council meeting and any approvals of a program could not occur until the October Council meeting. If the Executive can deal with this, then potential approval of a program could come back to Council in June, assuming information is received from the applicants in time. The Registrar is trying to assist the applicants so that they might be able to write the registration exam in August, if the College runs an exam that month. The Executive would hire the expert in the name of Council.

Applicants who need their program approved pay a \$500.00 application fee as opposed to a \$200.00 fee. In the past Council has hired an expert. In some instances Council has approved an entire program and in others, only certain years of a program. Council does not have the expertise to do the competency comparisons. The expert will compare the current program at the Michener with the education taken by the applicant in his or her program and determine if the program is equivalent, if there are some deficiencies that need to be addressed or the program is more robust than the chiropody program at the Michener. The assessor will have experience in assessing programs. The College approves programs brought forward by an applicant. If the College was to go out and attempt to approve all the podiatry programs worldwide, the College would be bankrupt.

Part 3

5. **For Decision**

5.1 Approval of 2016 Budget

Mr. Daley questioned why there appeared to be a 19% increase in the salaries budget line item. The matter was sorted out by the Registrar and the President. The total salaries state \$298,898. The number should actually be \$278,898.00. The total salaries are brought down to \$328,027. This in turn should increase the surplus by \$20,000. The Registrar indicated that there are currently 2 referrals to discipline that need to be dealt with. The College also had over \$100,000 in legal recovery this year. In relation to database development and website, the Registrar advised that Mr. Wilkins retired and Janice Carson Golden has replaced him. She works for the College of Respiratory Therapists and our College as well on an as needed basis. Ms. Carson needed to get up to speed on the College. The College also lost our ISP providers – they closed

their doors suddenly. We needed a new host for our website. We are also slowly improving the database and were required to make adjustments for the transparency initiatives both in the database and on the website. There are also reports that go to the Ministry as well.

The projections for the next few years provide information for matters coming forward. If this is helpful, we will continue doing this. There was a general consensus that the projections should continue and that the notes to the budget are extremely helpful. The Registrar explained that the intention is to rebuild the College's finances over the next 4-5 years. The savings we had were previously applied to the HPRAC review.

MOTION

That Council approve the Budget, found in Appendix 13, for the year commencing January 1, 2016 and ending December 31, 2016.

CARRIED UNANIMOUSLY

5.2 Amendments to the College's General By-law- Standing Committees

Two standing committees have been created. The first one is the Strategic Planning and Registrar's Performance and Compensation Committee. Its functions are laid out below and in article 23.1.01 to 23.1.03 of the General By-law. The Audit Committee's functions are listed below as well and are found in ss.23.2.01 to 23.2.03 of the general by-law. The third amendment provides the Executive Committee with certain added functions as a result of the new Audit Committee. The President is not a member of the Audit Committee. This is because the Executive Committee spends a lot of the College's money and the President oversees the Executive committee. In terms of the other committee, the President is an ex officio member but does not have a right to vote in relation to the Registrar's performance and compensation review function. The President is able to do so in relation to the strategic planning.

MOTION

That Council amend College By-law No. 1 to create two new Standing Committees namely, 1) the Strategic Planning and Registrar's Performance and Compensation Committee and 2) the Audit Committee, by adding two new Articles, as follows:

"STRATEGIC PLANNING AND REGISTRAR'S PERFORMANCE AND COMPENSATION COMMITTEE

23.1.01 The Strategic Planning and Registrar's Performance and Compensation Review Committee shall be a standing committee of the College composed of five councillors, at least one of whom is a public councillor, and shall include two councillors who are members of the Executive Committee, and three councillors who are not members of the Executive Committee.

23.1.02 The President shall be an ex-officio member of the Committee but with no right to vote in relation to the Registrar's performance and compensation review function.

23.1.03 The Strategic Planning and Registrar's Performance and Compensation Review Committee's responsibilities include, but are not limited to

- i) in relation to its strategic planning function, identifying key strategic goals and actions that in its opinion will need to be taken by Council over the next five years and considering and making recommendations to Council on those goals and actions;
- ii) in relation to the Registrar's performance and compensation review function,
 - a) annually conducting a performance review of the Registrar and presenting the results of that review to Council;
 - b) annually conducting a compensation review for the Registrar;
 - c) with the prior approval of the Executive Committee or Council, engaging a consultant to assist in determining the appropriate compensation [including salary and benefits] for the Registrar, including the performing of a market survey; and
 - d) presenting to Council the results of all compensation reviews conducted by the Committee, including a copy of any market survey obtained by the Committee, along with any recommendations it has in connection with changes to the Registrar's compensation; and
- iii) in relation to all of its functions, studying and making recommendations to Council on any matter within its responsibility or any other matter referred to it by Council.

AUDIT COMMITTEE

AUDIT COMMITTEE

23.2.01 The Audit Committee shall be a standing committee of the College composed of three councillors, at least one of whom shall be a public councillor.

23.2.02 The President shall not be a member or ex-officio member of the Committee.

23.2.03 The Audit Committee's responsibilities include, but are not limited to,

- i) acting in an advisory capacity to Council on the financial affairs of the College and, without limiting the generality of the foregoing, the Committee shall
 - a) review interim financial statements;
 - b) review draft audit reports;
 - c) oversee the implementation of audit recommendations;
 - d) oversee the reserves of the College;
 - e) assist Council in the consideration of the College's audited financial statements, including meeting with the College's auditors at least once before the audited annual financial statements are presented by the Committee for approval of Council; and

- f) report at least annually to Council on the financial affairs of the College; and
- ii) studying and making recommendations to Council or the Executive Committee on any matter within its responsibility or any other matter referred to it by Council or the Executive Committee."
- CARRIED UNANIMOUSLY**

MOTION

That Council amend College By-law No. 1 to amend the current sub-article 16.03 as follows: (changes are shown by way of overstriking and highlighting)

"16.03 In addition to the duties provided to the Executive Committee under the RHPA and by-laws of the College, the Executive Committee shall, **in conjunction with the Audit Committee**, act in an advisory capacity to Council on the financial affairs of the College and without limiting the generality of the foregoing shall

- i) ~~review interim financial statements;~~
- ii) ~~review draft audit reports;~~
- iii) ~~oversee the implementation of audit recommendations;~~
- iv) i) oversee the preparation of the annual budget for the College which shall include a budget for each committee of the College;
- v) ~~oversee the reserves of the College; and~~
- vi) ii) annually present a budget for the approval of Council." ~~report at least annually to Council on the financial affairs of the College.~~

CARRIED UNANIMOUSLY

5.3 Radio Frequency Ablation –Approval of Report

MOTION

THAT Council accepts the Technical Committees submission on radio frequency ablation annexed as Appendix 15 and confirms that in Council's opinion radio frequency ablation is within the scope of practice currently for chiropodists and podiatrists.

CARRIED UNANIMOUSLY

5.4 Infection Control Standard – Modification of wording

This query arose from the Registration examination committee. It relates to p. 5 of the Standard of Practice and the record keeping of autoclave cycles. The confusion relates to members' responsibility for the test strips after they have been utilized in the autoclave. The current standard of practice says:

"Record keeping of autoclave cycles (daily chemical indicator strips) and weekly biological indicator outcomes shall be maintained. The results must be accessible on site for a minimum of one year and kept on file for five years."

The proposed amended wording would be as follows:

"The daily operation of every sterilizer must be reviewed and documented. A logbook should be kept for this purpose. Any malfunction must be noted and appropriate action taken. Chemical

indicators do not ensure that sterilization has been achieved. They merely offer verification that the necessary conditions have been met. However, they can also provide an early warning of a problem. If either chemical indicators demonstrate inadequate processing, then none of the items in the load should be used until they are reprocessed.

It is **NOT** necessary to physically 'keep' the actual Chemical Integrator Strips or Biological Indicators (BI). However it **IS** necessary to maintain the log of the **RESULTS** of the Chemical Integrator tests and Weekly Biological Indicator tests. Log records must be kept accessible on site for 1 year and on file 5 years.

If an off-site third party monitoring agency is used for biological testing the record of their report should also be kept on file the same period of time."

MOTION

THAT Council approve an infection control standard of practice as annexed as Appendix 16; AND THAT Council direct the Registrar to circulate the amended standard to all members and other designated stakeholders by posting the amended standard on the College's website and by notifying members and other designated stakeholders by e-mail of that fact.

CARRIED UNANIMOUSLY

5.5 Maternity Policy

The Registrar indicated that introducing a maternity policy was on her radar prior to Meghan Hoult advising that she was pregnant. Ms. Hoult will be leaving at the end of May or beginning of June, 2016. The search is on for a replacement to fill her maternity leave.

The policy allows a top up of salary to 75% for the 17 weeks of maternity leave.

MOTION

THAT Council approve the pregnancy and parental leaves of absence policy found in Appendix 17.

CARRIED UNANIMOUSLY

5.6 Results of Survey sent to Council

The President reported that the first survey was sent out, with the support of the Executive Committee, to gauge whether work needed to be done on Council and if so, what the type of work was required.

Part 4

6. Other Statutory Committee Reports

(Available from committees that have met since the last meeting of Council)

6.1 ICRC – Millicent Vorkapich-Hill

A general discussion took place about the concept of continuum of risk for ICRC matters. For example, for repeat offenders do you need a discipline hearing or something short of that, especially since SCERPs and oral cautions are now public.

6.2 Discipline – Cesar Mendez

The Registrar indicated that the Springer matter will be going forward in April.

6.3 Quality Assurance [see report at Tab 21]

6.4 Registration – [no report]

Part 3

5. For Decision

Circulation of Materials

The RHAPA and other statutes, regulations and bylaws call for the circulation of certain matters to members and designated stakeholders. A number of Colleges have adopted a process to state that circulation is sufficient if you post the document on the website and you send an e-mail to members and other designated stakeholders that the College is doing X and Y, the document is posted on the website and here is a link. With this policy, people who do not provide the College with an e-mail address will no longer need to be accommodated.

MOTION

MOVED BY: Sohail Mall

SECONDED BY: Jim Daley

THAT Council approve the following as a Council's policy where "circulation" of any document is required to be made by the College under the *Regulated Health Professions Act, 1991* or its regulations or the bylaws of the College it shall consider to have been "circulated" where the College posts the document on its website and makes reasonable efforts to advise all members and other designated stakeholders of this fact by e-mail.

CARRIED UNANIMOUSLY

The College also looked into the cost of buying tablets for Council members. It was determined to be cost neutral relative to printing and couriering the package. A suggestion was made to PDF the files or post the information on a portal. The Executive Committee will look into this further.

Part 5

7. Working Group Reports

7.1 Practice Working Group [no report]

7.2 Registration Examination – [Stephanie Shlemkevich & Meghan Hoult]

Mr. Hayles, who is a member of the Committee, reported that competency document upon which the examination is based needs to be reviewed. The OSCE stations are being expanded for this year examination.

A discussion ensued about members of the committee who do not actually participate on the committee. A general suggestion was made that if members of a committee are not participating that the Chair should initially call the member and advise them that if they do not participate, that the Chair, in conjunction with others, will need to discuss whether the person should continue on the committee.

- 7.3 HPRAC Referral Committee – (see agenda item 4.1 above) Peter Stavropoulos & Jamie Maczko [oral report]
- 7.4 Education Committee – [no report]
- 7.5 Standing Drug Committee [no report]

8. In Camera Session

MOTION

Moved by: Ed Chung

Seconded by: Khalid Daud

THAT the public be excluded from the meeting pursuant to clause 7 (2) (b) of the Health Professions Procedural Code of the *Regulated Health Professions Act, 1991* in that personnel matters will be discussed

9. Next Meeting

- 9.1 Items for Agenda – Next Council Meeting
- 9.2 Next Meeting Date –June 24, 2016

10. Adjournment