



**Minutes of the Executive Committee Meeting
June 26, 2024, 2:30 p.m.
Online via Zoom**

Peter Stavropoulos, Chair

Committee Members in Attendance:

1. Melanie Atkinson
2. Allan Katz
3. Chad Bezaire
4. Jim Daley

Staff in Attendance:

1. Nicole Zwiers, Registrar and CEO
2. Meghan Clarke, Deputy Registrar and Manager, Professional Conduct and Hearings
3. Nawaz Pirani, Manager, Registration, Examinations and Quality Programs
4. Shruti Tantry, Manager, Communications and Engagement (recorder)

1.1 Call to Order, Appointment of Secretary, Approval of the Agenda, Approval of preparation time for professional members

The Chair opened the meeting noting that notice of the meeting was given, and the meeting was properly constituted with a quorum present. The meeting began at 2:38 p.m.

S. Tantry was appointed as Secretary.

It was moved by M. Atkinson and seconded by C. Bezaire to approve the agenda. Motion CARRIED.

P. Stavropoulos put forward 60 minutes of preparation time for this meeting and the Committee agreed. – Motion CARRIED.

1.2 Declaration of Conflict of Interest

No conflict of interest was declared.

1.3 Approval of Minutes from the May 15, 2024 Executive Committee Meeting

It was moved by J. Daley and seconded by A. Katz to approve the minutes of the May 15, 2024, Executive Committee meeting – Motion CARRIED.

No corrections or changes noted.

2.0 Discussion Items

2.1 Registrar's Report

In her report, Registrar N. Zwiers provided updates about College activities from the past few months.

P. Stavropoulos and N. Zwiers attended a meeting with the Ontario Podiatric Medical Association and the Ontario Society of Chiropractors to discuss the position paper about the Podiatry Model.

N. Zwiers was appointed to the Health Regulatory Professions of Ontario (HPRO) Management Committee, where she represents the College in the group's work and meetings with the Ministry of Health. On June 3, the group met with Hon. Sylvia Jones, Minister of Health, who talked about the MOH's plans to increase access to care and focus on scope expansion. These priorities align with our College's priorities. The meeting was also attended by Irwin Glasberg, Fairness Commissioner. N. Zwiers reminded the group that COCOO has the lowest risk rating out of any of the other health regulators, as it does not have many appeals or issues around registration exams, process or outcome.

N. Zwiers shared that the College received an official letter from the Ministry of Health to announce a new data collection project as part of their Ontario health workforce expansion, in which regulators must submit their registration and application data. The College also submits regular and one-off reports, such as the College Performance Measurement Framework (CPMF) Report, Health Professions Database data and reports to the Ontario Fairness Commissioner in various formats.

N. Zwiers met with the College of Physicians and Surgeons of Nova Scotia (CPSNS) to discuss podiatry scope in Nova Scotia, so that foot care specialists can order lab tests and X-rays and prescribe drugs, among other privileges. They are interested in creating a DPM class, ensuring competency and will require proof of successful completion of exams of the other two regulated professions. CPSNS requested COCOO to share its registration exams as an example of proof of competency

N. Zwiers shared that elections are currently running in Districts 5 and 6 for Chiropractors, with two candidates each. Voting polls opened on June 17th and will close on July 17th.

Registration Exams took place on May 31st and June 1st. The written component was in person after a few years of virtual sessions during the pandemic, and the OSCE Exams took place at The Michener Institute on the following day. Staff confirmed that 41 students took the Jurisprudence exam, 38 took the Competency exam and 38 completed the OSCE exam. The College received good feedback from the examiners and helpful suggestions on how to improve the process next year.

2.2 Financial Statements

J. Daley (Chair of Audit Committee) asked for clarification on a few items such as rent, and N. Zwiers advised that follow-up with the accountant will help provide more clarity in the next meeting.

3.0. Decision Items

3.1 Removal of Allen Frankel from the Discipline Committee

It was moved by A. Katz and seconded by M. Atkinson that the Executive Committee approve the removal of Allen Frankel from the Discipline Committee. – Motion CARRIED.

3.2 Per Diems and Compensation Policy Update**

It was moved by C. Bezaire and seconded by P. Stavropoulos that the suggested amendments to the Per Diems and Compensation Policy be approved. - Motion CARRIED.

The policy was updated to reflect current rates of hotels and other expenses, along with general updated language to make the policy more clear.

4.0 Next Meeting

There will be no meeting in July due to vacations, and the next meeting will take place on August 14, 2024.

4.1 Proposed agenda items for next meeting – August 14, 2024

No items proposed at this time.

5.0 In Camera

The Committee moved in-camera at 3:08 p.m.

It was moved by P. Stavropoulos and seconded by C. Bezaire to move in-camera pursuant to section 7(2)(b) of the Health Professions Procedural Code on the basis that financial or personal or other matters may be disclosed of such a nature that the harm created by the disclosure would outweigh the desirability of adhering to the principle that meetings be open to the public. Motion CARRIED.

A motion was made to move out of in-camera by A. Katz and seconded by J. Daley at 4:27 pm. Motion CARRIED.

5.1 Adjournment

A motion was made to adjourn the meeting by C. Bezaire and seconded by A. Katz. Motion CARRIED.

Meeting adjourned at 4:27 p.m.