



**Minutes of the Executive Committee Meeting  
Wednesday, September 17, 2025**

**Peter Stavropoulos, Chair**

**Committee Members in Attendance:**

Jannel Somerville  
Allan Katz  
Chad Bezaire  
Reshad Nazeer

**Staff in Attendance:**

Nicole Zwiers, Registrar and CEO  
Meghan Clarke, Deputy Registrar and Director, Professional Conduct  
Nawaz Pirani, Director, Registration and Regulatory Programs  
Shruti Tantry, Manager, Communications and Engagement (recorder)

**Regrets:** none.

**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 2:33pm.

S. Tantry was appointed as Secretary.

*It was moved by C. Bezaire and seconded by J. Somerville to approve the agenda. – Motion CARRIED.*

*P. Stavropoulos put forward 90 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 August 13, 2025 Executive Committee Meeting and minutes from the August 20, 2025 decision by the Executive Committee**

*It was moved by C. Bezaire and seconded by A. Katz to approve the minutes of the August 13, 2025 Executive Meeting. – Motion CARRIED.*

*It was moved by R. Nazeer and seconded by J. Somerville to approve the minutes of the August 20, 2025 decision by the Executive Committee. – Motion CARRIED.*

## **2.0 Discussion Items**

### **2.1 Registrar's Report**

In her verbal report, Registrar N. Zwiers provided updates from the past few months.

The government of Ontario shared a news release on September 17, 2025 regarding expanding scope of practice for health professionals (including chiropractors) and seeks feedback from the public and healthcare professionals. The proposal mentions the ability for professionals to order x-rays, among other acts and services. N. Zwiers noted that it is positive to see movement to support health professionals' growth of scope to serve Ontarians. P. Stavropoulos remarked that the proposed changes would indeed mean greater access to care for patients and is hopeful to have more clarity regarding the details of the proposed plan through future discussions.

N. Zwiers followed up with a number of system partners in respect of removal of the ban on registering DPMs as podiatrists in Ontario.

The College of Audiologists and Speech Language Pathologists of Ontario invited N. Zwiers to deliver a presentation on how COCOO conducted outreach to the Council of the First Nations Chiefs of Ontario to invite discussion on the Full Scope Podiatry Model.

N. Zwiers reminded the Executive Committee of the upcoming Canadian Network of Agencies for Regulation Conference in October, which will be attended by her and staff. N. Zwiers will be presenting at the conference along with Legal Counsel Amy Block about labour mobility among healthcare professionals in Ontario, with a focus on footcare professionals.

Finally, N. Zwiers met with new Councillors over the past couple of weeks, to welcome them and conduct a brief orientation, ahead of the upcoming October 9<sup>th</sup> Council meeting. This one-on-one meeting with new and continuing Council members is part of the new outreach strategy, which allows Councillors to ask questions, share their vision, and get to know the College's processes and goals directly from the Registrar.

### **2.2 Draft Financial Statements\*\***

No comments on provided materials.

## **3.0. Decision Items**

### **3.1 Proposed Revisions to the Patient Relations Standard \*\***

*It was moved by A. Katz and seconded by R. Nazeer to approve the proposed revisions to the Patient Relations Standard. – Motion CARRIED.*

M. Clarke shared that this review was part of the College's Standards and Guidelines modernization project. The changes are aimed to make the standard more substantive, with modernized and current language and themes relevant to registrants' practice, and the standard touches upon various types of work conducted by registrants. This draft standard will be presented to Council at its October meeting for approval in principle and then circulated for public consultation.

### **3.2 Feedback on the Code of Ethics, and revisions from S&G working group \*\***

*It was moved by A. Katz and seconded by C. Bezaire to approve the feedback received on the Code of Ethics, and revisions from the S&G working group. – Motion CARRIED.*

M. Clarke shared that the draft Code of Ethics standard was sent out for public consultation at the previous Council meeting, which garnered some feedback. Additionally, a working group in the Standards and Guidelines Committee researched the College of Physicians and Surgeons of British Columbia's guidance around cultural safety and proposes to embed some of that language in this draft standard. The goal of the working group is to make the Code of Ethics more comprehensive and relevant to practice, and inclusive of cultural safety principles.

There was some discussion about the potential misuse of the titles "Podiatrist" or "Dr." in relation to the Code of Ethics and the expectation that registrants practise with integrity and honesty. N. Zwiers noted that the College takes action to protect the public from receiving false or incomplete information about the types of footcare services available and the professionals who provide them. When a registrant is reported for potentially misleading the public through false advertising, whether on their website or other marketing channels, the Registrar may send a notice to the respective registrant to address the concern.

### **3.3. Revisions to By-Law 1: General re: prior discipline findings \*\***

*It was moved by R. Nazeer and seconded by C. Bezaire to approve the revisions to By-law 1: General regarding prior discipline findings. – Motion CARRIED.*

No comments.

### **3.4 Revisions to By-law 1 (General) and New Financial Expenditure Policy\*\***

*It was moved by A. Katz and seconded by R. Nazeer to approve the revisions to By-law 1 (General) and the New Financial Expenditure Policy. – Motion CARRIED.*

N. Zwiers discussed the need to have a dedicated policy to address financial expenditure and approvals which is why the College has developed a new policy on Financial Expenditure, modelled after a similar policy of the College of Physiotherapists of Ontario.

### **3.5 Revised Key Performance Indicators\*\***

*It was moved by A. Katz and seconded by R. Nazeer to approve the proposed updated Key Performance Indicators (KPIs) for the College and recommend it to Council for final approval. – Motion CARRIED.*

N. Zwiers talked about the Strategic Planning Committee's efforts to review and revise the College's KPIs after the first term from 2020 to 2025. The Committee used examples of KPIs by other regulators as references to develop these proposed KPIs.

### **3.6 Revisions to By-law re: Registration Examination Costs\*\***

*It was moved by C. Bezaire and seconded by R. Nazeer to approve the revisions to by-law 1 (general) regarding the registration examination costs. – Motion CARRIED.*

N. Zwiers shared that the College tracks the application and registration fees against the costs related to conducting registration exams, expenditures, and incoming fees. The proposed revisions are to ensure agility so that the College can cover the costs of future exams.

C. Bezaire inquired about the payment model of the psychometrist agency (Martek) and whether they will inform the College if there is a future increase in their fees. N. Zwiers explained that the vendor's fees fall within the typical range of costs for running exams, ensuring sound pedagogy, and conducting analytical work, in addition to ensuring fairness in questions. Their work is also determining optimal exam questions, administering exams, and marking. They will inform the College of any changes to their fees, and generally, the College has had a positive experience but will continue to review and consider alternate providers to ensure the expenditures are reasonable.

### **4.0 Next Meeting**

The next Executive Committee meeting will take place on October 1, 2025.

### **4.1 Proposed agenda items for next meeting – October 1, 2025.**

No items proposed at this time.

### **5.0 In Camera**

The Committee moved in-camera at 3:20.

*It was moved by A. Katz and seconded by R. Nazeer 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 by to move out of in-camera by R. Nazeer and seconded by J. Somerville at 4:07pm. – Motion CARRIED.*

### **5.1 Adjournment**

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

Meeting adjourned at 4:08pm.