



College of Chiropodists of Ontario

Minutes of the Executive Committee Meeting Wednesday, October 11th, 2023, 2:30 p.m. Online via Zoom

Peter Stavropoulos, Chair

Committee Members in Attendance:

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

Staff in Attendance:

1. Nicole Zwiers, Registrar and CEO
2. Meghan Clarke, Deputy Registrar and Manager, Professional Conduct and Hearings
3. Michael Aube, Manager, Registration, Examinations and Quality Programs

Regrets:

1. Meghan Hoult, Manager, Operations

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 2:32 p.m.

M. Clarke was appointed as Secretary.

P. Stavropoulos requested that the following items be added to the agenda: item 3.2, which is the addition of Allen Frankel to ICRC and the Discipline Committee; item 3.3, which is the addition of Jim Hill as an exam writer.

It was moved by P. Stavropoulos and seconded by M. Atkinson to approve the agenda, as amended – Motion CARRIED.

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

1.2 Declaration of Conflict of Interest

No conflict of interest was declared.

1.3 Approval of Minutes from September 13, 2023

It was moved by J. Daley and seconded by C. Bezaire to approve the minutes of the September 13, 2023 Executive Committee meeting – Motion CARRIED.

2.0 Discussion Items:

2.1 Registrar's Report

N. Zwiers welcomed the new Executive Committee members (C. Bezaire and A. Katz) and welcomed back the returning members.

N. Zwiers advised that, yesterday, she and P. Stavropoulos met with Michael Twist, the new Dean of Health Sciences at Algoma University to continue discussions about a podiatry program. N. Zwiers wanted to touch base with M. Twist in advance of the meeting with Dr. Karima Velji on Friday. M. Twist noted that it would likely take Algoma four years to have a podiatry program up and running. N. Zwiers will follow up with M. Twist after the meeting on Friday. P. Stavropoulos added that Algoma University plans to open a campus in Brampton, and there have been discussions between Algoma and Toronto Metropolitan University, which is also opening a medical school in Brampton. He also noted that Algoma University has signed an agreement with NOSM – it now has space at Algoma.

A. Katz asked if other academic institutions (like colleges) were considered, and N. Zwiers explained that the podiatry program would be a university degree and it would need to have a link to a medical school.

N. Zwiers noted that there are two regulatory conferences in North America and they both take place in the fall. N. Zwiers, M. Aube and M. Clarke attended the CLEAR conference in Salt Lake City, Utah at the end of September. Next week, all staff are attending the CNAR conference next week. Staff will present takeaways from the conferences at the January Council meeting.

N. Zwiers volunteered with the Ministry of Health to sit on the CPMF working group, and she was accepted. She does not have any details about the role currently.

The HPRO Board Meeting took place last week. The Board discussed three proposals for the cost/structure of the membership going forward.

N. Zwiers will be speaking at the Canadian Federation of Podiatric Medicine conference on November 3, 2023.

The Town Hall meeting will take place on December 9, 2023.

Chair training is scheduled on December 13, 2023 for all Committee chairs.

3.0 Decision Items:

3.1 Revision to Registration Exam Committee composition – Tina Rainville to be moved from Committee list to item writer list

It was moved by C. Bezaire and seconded by M. Atkinson to move T. Rainville from the Registration Examination Committee to the Registration Exam item writers list – Motion CARRIED.

3.2 Revision of ICRC and Discipline Committee – Allen Frankel

It was moved by J. Daley and seconded by M. Atkinson to add A. Frankel to the ICRC and Discipline Committee – Motion CARRIED.

3.3 Revision of Exam Writer List – Jim Hill

It was moved by C. Bezaire and seconded by P. Stavropoulos to add J. Hill to the list of Registration Exam item writers – Motion CARRIED.

4.0 Next Meeting

4.1 Proposed agenda items for next meeting – November 15, 2023

No items proposed at this time.

5.0 In Camera

The Committee moved in-camera at 3:05 p.m.

It was moved by J. Daley and seconded by M. Atkinson 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.

6.0 Adjournment

The Committee adjourned the meeting at 3:40 p.m.

It was moved by P. Stavropoulos and seconded by J. Daley to adjourn the Executive Committee meeting – Motion CARRIED.