



COUNCIL MEETING MINUTES

October 23, 2015 (9:00 am – 4:00 pm)

5775 Yonge Street, Main Floor Conference Room

Teleconference: 1-888-350-3035 PIN: 8840086

Present

Susan Knowles RD-Chair
Alexandra Lacarte RD
Alida Finnie RD
Barbara Major-McEwan RD
Elsie Petch
Julie McKendry
Najmudin Hassam
Nicole Osinga RD
Suzanne Obiorah RD
Cindy Tsai RD (Committee Member)
Krista Witherspoon RD (Committee Member)

Staff

Melisse Willems-Registrar & ED
Jenny Wu-Administrative Assistant-Minute Taker
Barbara McIntyre-QA Manager
Carolyn Lordon-Registration Manager
Deborah Cohen-Practice Advisor & Policy Analyst
Elsene Randall-Program Assistant
Heena Vyas-Registration Coordinator
Sarah Ahmed-Controller

Regrets

Abigail Langer RD
Claudine Wilson
Erin Woodbeck RD
Ray Skaff
Shelagh Kerr

Friday October 23, 2015 9:00am-4:00pm

ITEM & DISCUSSION	ACTION
1.1 Call to Order <ul style="list-style-type: none"> • Welcome new Councillors <ol style="list-style-type: none"> 1. Julie McKendry 2. Ray Skaff 	The meeting was call to order at 9:05am by Susan Knowles RD, President and Chair.
2.0 Approval of Agenda	MOTION to approve the agenda. Move by: A. Finnie Seconded by: S. Obiorah Carried
3.0 Declaration of Conflict of Interest	None Declared
STRATEGIC ISSUES	

ITEM & DISCUSSION	ACTION
4.0 Strategic Plan Update	Strategic Planning Committee will have a meeting on November 30, 2015 to review the final draft of the plan before it is presented to Council in February 2016.
<p>5.0 Updated Executive Work Plan 2015-2016</p> <p>Updated the work plan to reflect new Executive structure and divided the planned work into phases leading up to a Council meeting.</p>	<p>MOTION to approve the Executive Work Plan as presented.</p> <p>Move by: E. Petch Seconded by: N. Osinga</p> <p>Carried</p>
<p>6.0 Finance</p> <ul style="list-style-type: none"> o Hearings Cost Approval <p>The College did not include an amount for hearings in its 2015/16 fiscal year because, at that time, it was not aware of any hearings to occur. Shortly after, a matter was referred to the Discipline Committee. To date, \$31,065 of pre-hearing legal fees has occurred and a mid-year transfer is requested from the Hearings Reserve fund to the budgeted hearings expense line to cover expenses until March 31, 2016.</p>	<p>Motion to approve transfer of expenses already incurred of \$31,065 plus an additional \$25,000 of anticipated expenses to a total of \$56,065 from the Hearings Reserve Fund to the current fiscal year (2015-2016) hearings expense line in the budget.</p> <p>Move by: N. Hassam Seconded by: S. Obiorah</p> <p>Carried</p>
<p>7.0 Auditor Request for Proposal</p> <p>CDO has been with their current auditors for 13 years.</p>	<p>Council decided to proceed with a Request for Proposals (RFP) for auditor services for fiscal 2017. S. Ahmed will send out RFP to select firms in June.</p>
POLICY ISSUES	
<p>8.0 Revised Transparency Policy re: Discretion of the Registrar</p> <p>M. Willems reviewed proposed revisions to the transparency policy Regarding Relevance to Member's Suitability to Practice to address concerns about "fettering" of the Registrar's discretion and to add clarity and simplicity to the policy.</p>	<p>MOTION to approve revisions to Transparency Policy Regarding Relevance to Member's Suitability to Practise.</p> <p>Move by: A. Lacarte Seconded by: S. Obiorah</p> <p>Carried</p>
<p>9.0 Standards of Consent Consultation Results</p> <p>Council is being asked to approve the proposed revised Professional Practice Standard: Consent to Treatment & for the Collection, Use & Disclosure of Personal Health Information. The introduction and few points in the standards were amended. Council requested a number of clarifications to the text.</p>	<p>D. Cohen will review and simplify the language to make it easier to understand for RDs and non-RDs to use as a resource.</p>

ITEM & DISCUSSION	ACTION
<p>10.0 PLAR Update</p> <p>M. Willems provided an update on the three year project to develop a new competency-based assessment process for Internationally Educated Dietitians (IEDs).</p>	<p>Presentation included in minutes.</p>
<p>11.0 Clinic Regulation Working Group</p> <p>The group was initially started by the College of Physiotherapists in light of perceived gaps in regulation at the Clinic level. During 2015, 11 colleges joined the working group to become partners on this project. Much has been done by the group since that time. The group established proposed parameters for clinic regulation, reviewed research about regulatory options and discussed alternative models for clinic regulation in Ontario. They are beginning to seek formal consultation with stakeholders on a clinic regulation model. The recommended model mirrors the RHPA. Clinics would be regulated by a separate regulatory body, whose Council would be comprised of representatives from the health regulatory Colleges & members publicly appointed by the government.</p> <p>To date, CDO has not been involved. Council is being asked to consider if they would like to be involved and to what extent. The Ministry of Health & Long Term Care has expressed positive views on the project but has not made any commitment to the group. Council considered whether to join the group with or without financial contribution. A financial contribution is not currently budgeted for.</p>	<p>MOTION to have CDO participate as full partners in the Clinic Regulation Group without financial contribution at this time but will revisit during budgeting for 2016/17 fiscal year.</p> <p>Move by: N. Hassam Seconded by: E. Petch</p> <p>Carried</p>
OVERSIGHT & ACCOUNTABILITY	
<p>12.0 Registrar Performance Indicators (in-camera session)</p>	<p>MOTION to move in-camera to address Human Resource Issues: Registrar & ED Performance Indicators.</p> <p>Move by: E. Petch Seconded by: A. Finnie</p> <p>MOTION to move out of camera and approve the 2015-16 Registrar & ED performance indicators as presented. PI's will be included on the Executive Committee's agenda going forward.</p> <p>Move by: S. Obiorah</p>

ITEM & DISCUSSION	ACTION
	Seconded by: J. McKendry
CONSENT AGENDA	
13.0 June 2015 Council Meeting Minutes	MOTION to approve consent agenda with amendments to 13.0.
14.0 Executive Committee Report	Move by: A. Lacarte Seconded by: B. Major-McEwan
15.0 Management Report	Carried
16.0 New Committee Appointees & Councillors	
OTHERS	
17.0 Financial Management: Zero Based Budget	Educational presentation to Council provided by S. Ahmed included in minutes.
18.0 Council Sharing	S. Knowles, B. Major-McEwan, M. Willems, C. Lordon, B. McIntyre and C. Chatalalsingh attended the CLEAR Conference in Boston on September 17-18, 2015. Mary Lou Gignac presented with C. Chatalalsingh on moving the College from policing to supporting RDs. The presentation was well received. Many attendees gave kudos to the Councillors on having M. Willems as our new Registrar.
19.0 Meeting Evaluators <ul style="list-style-type: none"> • Barbara Major-McEwan RD • Elsie Petch 	<p>Evaluations are included with minutes.</p> <p>Productivity: Meeting is moving along well as per agenda. However some items were adjusted depending on the discussion. For example, the Clinic Regulation discussion took longer but was necessary to support Council's decision on whether to participate in this project. Agenda was built with some flexibility with the hope that there would be time at the end for the zero-based budgeting presentation. There was a sense of accomplishment from this meeting.</p> <p>Quality Decisions: Council came prepared, asked good questions, and relevant comments were provided to help make motions. There was a need for clarification regarding more complicated issues.</p> <p>Openness & Collaboration: Members spoke and listened respectfully to each other. The Chair encouraged members to participate. May need green/yellow/red cards for straw votes for future Council meetings.</p>
20.0 Next Meeting (February 5) Evaluators <ul style="list-style-type: none"> • Shelagh Kerr • Suzanne Obiorah RD 	
21.0 Adjournment	MOTION to adjourn the meeting at 4:00pm. Moved by S. Obiorah.

<original signed by>

Susan Knowles, President

Date

April 8/16

<original signed by>

Jenny Wu, Recorder

Date

Oct 23/15

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