



COUNCIL MEETING MINUTES
September 21, 2018 (9:30am–4:00 pm)
5775 Yonge Street, Main Floor Conference Room

Council Attachment 16.1

Present

Deion Weir RD-Chair
Dawn van Engelen RD
Laila Kanji
Marie-Louise Chartrand
Roula Tzianetas RD
Ruki Kondaj
Shelagh Kerr
Soliman A.F. Soliman
Suzanne Obiorah RD
Teresa Taillefer RD
Trina Pearson RD
William Franks RD

Regrets

Diana Balicsak RD
Claudine Wilson

Guests

Andrej Sikic – Ministry of Health and Long-Term Care
Richard Steinecke, Steinecke Maciura LeBlanc

Staff

Melisse Willems-Registrar & ED
Bev Nopra-Quality Assurance Coordinator
Barbara McIntyre-QA Manager
Carole Chatalalsingh-Practice Advisor & Policy Analyst
Carolyn Lordon – Registration Program Manager
Deborah Cohen-Practice Advisor & Policy Analyst
Heena Vyas-Registration Coordinator
Ivy Marzan-Administrative Assistant, Accounting & Member Services
Jada Pierre-Executive & General Office Administrative Assistant – Minute Taker
Monique Poirier-Communications Manager
Sarah Ahmed-Controller

Item & Discussion	ACTION
1.0 Call to Order	The meeting was called to order at 9:33 a.m. by D. Weir, RD – President and Chair
2.0 Approval of Agenda Item 15.1 was removed from the consent agenda for discussion.	MOTION to approve the agenda, as amended. Moved by: M. Chartrand Seconded by: R. Kondaj Carried
3.0 Declaration of Conflict of Interest No conflict of interest was declared	
4.0 Declaration of Bias No bias was declared	

Item & Discussion	ACTION
<p>5.0 Orientation Session – Richard Steinecke, Steinecke Maciura LeBlanc R. Steinecke lead a training session about a number of scenarios regarding governance.</p>	<p>MOTION to permit Committee Members to participate during this part of the meeting if they have any questions.</p> <p>Moved by: S. Obiorah Seconded by: M. Chartrand</p> <p>Carried</p>
<p>6.0 Environmental Scan M. Willems presented on the results of the environmental scan that is used, in part, as the basis for developing the College’s annual work plans.</p>	
<p>7.0 Collaborative Care Professional Practice Guidelines for Registered Dietitians C. Chatalalsingh presented the draft revised Collaborative Care Guidelines document to Council.</p>	<p>MOTION that Council approves the proposed Collaborative Care Professional Practice Guidelines for Registered Dietitians (attachment 7.2) in principle for consultation with members.</p> <p>Moved by: T. Pearson Seconded by: M. Chartrand</p> <p>Carried</p>
<p>8.0 Insulin Position Statement D. Cohen presented to Council on the role of insulin adjustment within dietetic practice to obtain direction from Council to inform the drafting of a position statement for Council’s consideration. It was determined that further research, including establishing a working group, would be needed to support Council’s decision-making on this issue.</p>	<p>No motion was made at this time.</p>
<p>9.0 Communications Update M. Poirier provided an update to Council about CDO’s various communications projects, including public education videos.</p>	
<p>10.0 Box Update, including Council Resources M. Willems asked Council if they still needed training on Box and gave a gentle reminder on Council materials online.</p>	

Item & Discussion	ACTION
<p>11.0 Audit Committee and Registrar Performance and Compensation Review Committee Appointments</p> <p>Recommendations from the Executive Committee to appoint R. Tzianetas to the Audit Committee and S. Obiorah to the Registrar Performance & Compensation Review Committee. These appointments were not done as the rest of the Committee appointments in June as they require that the Executive Committee is in place before these positions can be filled.</p>	<p>MOTION to appoint R. Tzianetas to the Audit Committee.</p> <p>Moved by: T. Taillefer Seconded by: D. van Engelen</p> <p>MOTION to appoint S. Obiorah to the Registrar Performance & Compensation Review Committee (RPCRC).</p> <p>Moved by: T. Taillefer Seconded by: D. van Engelen</p>
<p>12.0 <i>In camera</i> Minutes from March 23, 2018 and June 22, 2018 Council minutes and motions made via email</p> <p><i>In camera</i> session pursuant to s. 7(2) of the Health Professions Procedural Code, being Schedule 2 to the <i>Regulated Health Professions Act, 1991</i></p>	<p>MOTION that Council move <i>in Camera</i> at 3:46pm</p> <p>Moved by: T. Pearson Seconded by: S. Kerr</p> <p>Carried</p> <p>MOTION that Council approve the <i>in camera</i> minutes of March 23, 2018 Council meeting.</p> <p>Moved by: S. Kerr Seconded by: R. Kondaj</p> <p>Carried</p> <p>MOTION that Council approve the <i>in camera</i> minutes of June 22, 2018 as amended.</p> <p>Moved by: T. Pearson Seconded by: T. Taillefer</p> <p>Carried</p> <p>MOTION to approve motions made via email.</p> <p>Moved by: T. Pearson Seconded by: S. Kerr</p> <p>Carried</p> <p>MOTION the Council move out of <i>in camera</i> session at 3:52pm</p> <p>Moved by: R. Kondaj Seconded by: S. Kerr</p> <p>Carried</p>

Item & Discussion	ACTION
<p>Information Items (Consent Agenda) 13.0 June 2018 Council Meeting Minutes 14.0 Executive Committee Report 15.0 Management Report</p>	<p>MOTION to approve the Consent Agenda as amended.</p> <p>Moved by: S. Kerr Seconded by: L. Kanji</p> <p>Carried</p> <p>Note: Council did not have enough time to discuss item 15.01 that was removed from the Consent Agenda so this item will be discussed at the December Council meeting.</p>
<p>16.0 Council Sharing There was no Council sharing at this time.</p>	
<p>17.0 Meeting Evaluators R. Kondaj S. Kerr</p>	<p>Productivity: Meeting moved forward efficiently. We worked with pre-defined agenda (with a minor changes). Council Members are leaving the meeting with a task accomplished and without any worry. Learned about governance and prescribing norms. Those on teleconference could not hear clearly and the internet sometimes lost connection.</p> <p>Quality Decisions: Broad spectrum of ideas was considered and communication was fruitful among Council members. Seemed that the members were well prepared before the meeting and this helped develop discussion that was effective and lead to good decisions. All presenters were well prepared which helped with the flow of the meeting.</p> <p>Openness and Collaboration: There was collaboration on various discussions which made the meeting of the Council more beneficial for everyone. All Council members were well prepared and respectful of each other's opinion, and didn't interrupt each other.</p>
<p>18.0 Next Meeting Evaluators S. Soliman S. Obiorah</p>	
<p>19.0 Reminders/Standing Items Council was asked to delete College items off of their tablets/other devices, including any that may be in a trash/recycle folder. Council was also asked to update their password using the password update form and to hand it in either in person or at the December Council meeting.</p>	

Item & Discussion	ACTION
20.0 Adjournment	<p>Motion to adjourn at 3:59pm was moved by T. Taillefer.</p> <p>Carried</p>

<original signed by>

Deion Weir RD, President

December 7/18
Date

<original signed by>

Jada Pierre, Recorder

Dec 7, 2018
Date