GUESTS:
Ernie Lauzon, former Public Member (1.0) via telephone
Anne Coghlan, College of Nurses of Ontario (7.0)
Kevin McCarthy, College of Nurses of Ontario (7.0)
Allison Henry, Ministry of Health and Long-Term Care (8.0)
Thomas Custers, Ministry of Health and Long-Term Care (8.0)

COUNCIL MINUTES

DATE: Thursday, January 31, 2019  FROM: 9:00 a.m. – 3:30 p.m.

PRESENT:
Julie Entwistle, Chair
Donna Barker
Julie Chiba Branson
Jeannine Girard-Pearlman
Jennifer Henderson
Patrick Hurteau
Kurisummoottil S. Joseph
Heather McFarlane
Annette McKinnon
Stephanie Schurr
Teri Shackleton
Serena Shastri-Estrada
Peter Shenfield

REGRETS:
Mary Egan
Winston Isaac

GUESTS:
Ernie Lauzon, former Public Member (1.0) via telephone
Anne Coghlan, College of Nurses of Ontario (7.0)
Kevin McCarthy, College of Nurses of Ontario (7.0)
Allison Henry, Ministry of Health and Long-Term Care (8.0)
Thomas Custers, Ministry of Health and Long-Term Care (8.0)

OBSERVERS:
Christie Brenchley, Ontario Society of Occupational Therapists (1.0-8.0)
Sarah Kibaalya, Ministry of Health and Long-Term Care (7.0-15.0)

ALSO PRESENT:
Elinor Larney, Registrar
Heather Binkle, Deputy Registrar
Sandra Carter, Practice Resource Liaison (1.0-8.0)
Tim Mbugua, Policy Advisor (7.0-8.0, 9.4, 10.1, 11.0)
Anne MacPhee, Interim Director of Finance & Corporate Services
Brandi Park, Sr. Manager, Registration & Information Systems
Yvonne Leung, Communications Coordinator
Andjelina Stanier, Executive Assistant, Scribe

1.0 Call to Order
Chair Julie Entwistle welcomed everyone and called the meeting to order at 9:00 a.m. Former public member, Ernie Lauzon, joined the meeting via telephone. Jennifer Henderson spoke of Ernie’s contributions to the work of the College during his six years on Council. On behalf of Council, she thanked him for his hard work and dedication and presented him with an award of appreciation.

2.0 Declaration of Conflict of Interest
The Chair asked if members had a conflict of interest to declare. Chair Julie Entwistle and Jennifer Henderson both declared a conflict with item 9.6. It was further noted that there exists an inherent conflict of interest for all professional Council members related to one part of item 9.3, Honoraria – Guidelines for Elected Council and Non-Council Members. The Chair stated that as a matter of acceptable rules of procedure, when Council as a whole has a conflict, the matter, once so declared, may proceed for discussion, with consideration given to the conflict.

3.0 Approval of Agenda
The Chair asked if there were any additions or other changes to the agenda. None were reported.

MOVED BY: Teri Shackleton
SECONDED BY: Kurisummoottil S. Joseph
THAT the agenda be approved as presented.

CARRIED

4.0 Approval of Minutes
4.1 Draft Council Minutes of October 25, 2018
The Chair asked if there were any edits to the draft Council minutes of October 25, 2018. The following correction was reported:

Item 6.3, #2: Delete as Chair

MOVED BY: Kurisummoottil S. Joseph
SECONDED BY: Jennifer Henderson

THAT the draft Council minutes of October 25, 2018 be approved as amended.

CARRIED

5.0 Registrar’s Report
5.1 Registrar’s Written Report
Council reviewed the written report and the Registrar responded to questions.

5.2 Registrar’s Presentation
The Registrar reported on the specific areas of focus for Q2 (September 1, 2018 – November 30, 2018) related to the 2018-2019 Strategic Plan.

5.3 Communications Update
This item was deferred to the March Council meeting.

5.4 Priority Performance Report
Council reviewed and discussed performance data for Q2 of the 2018-2019 fiscal year, related to the College’s progress toward meeting objectives as outlined in the 2017-2020 Strategic Plan.

MOVED BY: Jeannine Girard-Pearlman
SECONDED BY: Serena Shastri-Estrada


CARRIED

5.5 Risk Management Report
Council reviewed the report and noted the level of risk remained unchanged from the previous quarter, except for the possibility of Council not being properly constituted as of June 2019. A contingency plan is in place.

MOVED BY: Jennifer Henderson
SECONDED BY: Patrick Hurteau

THAT Council receives the Risk Management Report.
6.0 Finance
6.1 November (Q2) 2018 Financial Report
Anne MacPhee presented the financial report and responded to questions. The Chair thanked Anne for her excellent work during the interim period that she has been with the College and wished her well in her future endeavours.

MOVED BY: Jeannine Girard-Pearlman
SECONDED BY: Peter Shenfield


CARRIED

7.0 Presentation
Anne Coghlan, Executive Director, and Kevin McCarthy, Director of Strategy, both from the College of Nurses of Ontario, presented on “Vision 2020: Modernizing the College of Nurses of Ontario’s Governance”.

8.0 Presentation
Allison Henry, Director, Health Workforce Regulatory Oversight, and Thomas Custers, Manager, Regulatory Oversight and Performance Unit, both of the Ministry of Health and Long-Term Care, presented on “College Performance Measurement Framework”.

9.0 Governance
9.1 Appointment of Nominations Standing Committee
Every year, a Nominations Committee is appointed by Council to oversee the officer election process which takes place at the March Council meeting. The committee is comprised of two Council members who are either retiring from Council or who do not wish to stand for a position. While it is ideal to appoint one public and one professional member, the bylaws do allow for the appointment of two public or two professional members.

MOVED BY: Stephanie Schurr
SECONDED BY: Julie Chiba Branson

THAT Council approves the appointment of Serena Shastri-Estrada and Annette McKinnon to the Nominations Committee.

CARRIED

9.2 Council Policy Review
Three Council policies were brought forward as part of the regular rotation of policies for review by Council.

MOVED BY: Jennifer Henderson
SECONDED BY: Kurisummoottil S. Joseph

THAT Council approves the revisions as presented, to the following Policies:
9.3 Council Guidelines Review

Four Council guidelines were brought forward as part of the regular rotation of guidelines for review by Council. Council members were reminded of the earlier stated conflict of interest for Council as a whole, pertaining to “Honoraria – Guidelines for Elected Council and Non-Council Members”. The Chair reminded Council that when such a conflict exists, once so noted, discussion and decision may proceed, keeping in mind the inherent conflict of interest and addressing issues related to this as they arise.

MOVED BY: Jeannine Girard-Pearlman
SECONDED BY: Heather McFarlane

THAT Council approves the revisions as presented to the:

- Allowable Expenses – Guidelines for Elected Council and Non-Council Members
- Establishing and Maintaining Reserve Funds, Guidelines for Council Members

CARRIED

9.4 Rules of Order Review

Council reviewed the recommended changes to the Rules of Order, which add a section on abstention and some additional suggestions for managing conflict of interest.

MOVED BY: Jennifer Henderson
SECONDED BY: Donna Barker

THAT Council amends the Rules of Order to address the silencing of personal technology devices, as well as adding a section that addresses how an abstention and conflict of interest is managed in Council meetings.

MOTION AMENDED – CARRIED

9.5 Appointment of Non-Council Member – Quality Assurance Committee

Council reviewed the Quality Assurance Committee’s recommendation to fill a vacancy for a non-Council position on the committee.

MOVED BY: Stephanie Schurr
SECONDED BY: Jennifer Henderson

THAT Council approves the appointment of Elizabeth Bell as a professional, non-Council member of the Quality Assurance Committee for a three-year term, commencing on April 1, 2019.

CARRIED
9.6 Appointment of Non-Council Member – Practice Issues Subcommittee
Chair Julie Entwistle and Jennifer Henderson declared a conflict of interest with this item. Julie Entwistle passed the Chair to Jeannine Girard-Pearlman and, Julie Entwistle and Jennifer Henderson both left the room. Council reviewed the Practice Issues Subcommittee’s recommendation to fill a vacancy for a non-Council position on the committee.

MOVED BY: Heather McFarlane
SECONDED BY: Peter Shenfield

THAT Council approves the appointment of Frances Eller as a non-Council committee member to the Practice Issues Subcommittee, for a three-year term, beginning on February 1, 2019.
CARRIED

Julie Entwistle and Jennifer Henderson returned to the meeting following item 9.6, and Julie Entwistle resumed as Chair.

10.0 New Business
10.1 Traditional Land Acknowledgement
In response to the call to action by the Truth and Reconciliation Commission of Canada, one step towards reconciliation with the indigenous community in general, but also as part of the public the College protects, involves making a statement recognizing the traditional land on which we meet prior to the start of Council meetings. Council expressed support, and further encouraged the College to look for other methods of acknowledgement, and to include the word “respect” in any statement.

MOVED BY: Jeannine Girard-Pearlman
SECONDED BY: Kurisummoottil S. Joseph

THAT Council considers acknowledging the traditional land we meet on before the commencement of Council meetings and to investigate other forms of acknowledgement and respect of the indigenous community.

MOTION AMENDED: CARRIED

11.0 Roundtable – Governance Discussion
Council members each shared their opinions and perspectives on the information presented today by the College of Nurses of Ontario as well as the Ministry of Health and Long-Term Care. Council suggestions will be taken back to Executive to determine next steps.

MOVED BY: Jennifer Henderson
SECONDED BY: Heather McFarlane

THAT Council reviews the suggested priorities and possible actions developed from the discussions held in October 2018 and identify their priorities.
CARRIED

12.0 Committee Reports
12.1 Executive – Report by Winston Isaac, Chair (Presented by Julie Entwistle)
12.1.1 Practice Issues Subcommittee – Report by Julie Entwistle, Chair

12.2 Registration – Report by Donna Barker, Chair

12.3 Inquiries, Complaints & Reports – Report by Kurisummoottil S. Joseph, Chair

12.4 Discipline – Report by Donna Barker, Chair

12.5 Fitness to Practise – Report by Jennifer Henderson, Chair

12.6 Quality Assurance – Report by Mary Egan, Chair (Presented by Stephanie Schurr)

12.7 Patient Relations – Report by Jeannine Girard-Pearlman, Chair

13.0 Other Business

13.1 Annual Council Evaluation
   Members were asked to complete and submit their Annual Council Evaluation form and encouraged everyone to provide recommendations for future improvements.

13.2 Annual Council Member Self-Evaluation
   Members were asked to complete and submit their self-evaluation form.

13.3 Council Meeting Evaluation
   Members were asked to complete and submit their meeting evaluation form and encouraged everyone to provide recommendations for future improvements.

14.0 Next Meetings
   Council Meeting: Thursday, March 28, 2019 at the College, 9:00 a.m. – 4:00 p.m.
   Council Meeting: Tuesday, June 25, 2019 at the College, 9:00 a.m. – 3:30 p.m.

15.0 Adjournment
   There being no further business, the meeting was adjourned at 3:08 p.m.

MOVED BY:  Jeannine Girard-Pearlman
SECONDED BY: Kurisummoottil S. Joseph

THAT the meeting be adjourned.

CARRIED