



COUNCIL MINUTES

DATE: Tuesday, June 27, 2017 FROM: 9:00 a.m. – 3:30 p.m.

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PRESENT:

Jane Cox, *Chair*
Julie Chiba Branson
Mary Egan
Julie Entwistle
Shannon Gouchie
Jennifer Henderson
Kurisummoottil S. Joseph
Winston Isaac
Laurie Macdonald
Annette McKinnon
Serena Shastri-Estrada
Paula Szeto
Patrick Hurteau
Donna Barker *via telephone*
Jeannine Girard-Pearlman *via telephone*

REGRETS:

Abdul Wahid
Ernie Lauzon

GUESTS:

Julie Maciura, *Steinecke*
Maciura LeBlanc (7.2)

OBSERVERS:

Elizabeth Fallowfield

ALSO PRESENT:

Elinor Larney, *Registrar*
Kara Ronald
Jin Shen
Nancy Stevenson
Seema Sindwani (1.0-5.3, 8.1-14.0)
Aoife Coghlan (7.2, 9.0)
Sandra Carter (8.0-10.0)
Brandi Park (1.0-5.0, 7.2, 9.0)
Mandy Wong (8.0-10.0)
Tim Mbugua (7.2, 8.0-10.0)
Andjelina Stanier, *Scribe*

1.0 Call to Order

The Chair welcomed Council members and called the meeting to order at 9:03 a.m. She sadly acknowledged the sudden death of Council member, Valerie Corbin. She expressed her appreciation for Valerie's commitment and contribution to Council and public service. The Chair welcomed staff members and the observer to the meeting.

2.0 Declaration of Conflict of Interest

The Chair asked if members had a conflict of interest to declare. None was reported.

3.0 Approval of Agenda

The Chair asked if there were any additions or changes to the agenda. None were reported.

MOVED BY: Jennifer Henderson

SECONDED BY: Kurisummoottil S. Joseph

THAT the agenda be approved as presented.

CARRIED

4.0 Approval of Minutes

4.1 Draft Council Minutes of March 30, 2017

The Chair asked if there were any edits to the draft Council minutes of March 30, 2017. None were reported.

MOVED BY: Laurie Macdonald

SECONDED BY: Paula Szeto

THAT the draft Council minutes of March 30, 2017 be approved as presented.

CARRIED

4.2 Draft Council Minutes of March 30, 2017 - Election of Officers

The Chair asked if there were any edits to the draft Council minutes of March 30, 2017 - Election of Officers. None were reported.

MOVED BY: Kurisummoottil S. Joseph

SECONDED BY: Shannon Gouchie

***THAT** the draft Council minutes of March 30, 2017 - Election of Officers be approved as presented.*

CARRIED

5.0 Registrar's Report

5.1 Annual Registrar Evaluation Process – *in camera*

The Chair stated that Council would move *in camera* to discuss a human resources matter. All staff and the observer left the meeting.

MOVED BY: Serena Shastri-Estrada

SECONDED BY: Jennifer Henderson

***THAT** Council moves *in camera*.*

CARRIED

MOVED BY: Jeannine Girard-Pearlman

SECONDED BY: Winston Isaac

***THAT** the *in camera* minutes remain *in camera**

CARRIED

MOVED BY: Laurie Macdonald

SECONDED BY: Kurisummoottil S. Joseph

***THAT** Council moves *out of camera*.*

CARRIED

5.2 Registrar's Report

Council reviewed the written report and the Registrar responded to questions.

5.3 Registrar's Presentation

The Registrar reported on the status of operational projects for:

1. Q4 (March 1, 2017 – May 31, 2017),
2. Year 3 (2016 – 2017) and,
3. 2014-2017 Strategic Plan.

She presented the 2017-2020 strategic priorities and 8 specific areas of focus for Year 1 of the new three-year plan. She responded to questions.

5.4 Priority Performance Report

Council reviewed and discussed performance data for Q4 (March 1, 2017 – May 31, 2017) of the 2016-2017 fiscal year related to the College's progress towards meeting objectives as outlined in the 2014-2017 Strategic Plan.

MOVED BY: Jeannine Girard-Pearlman
SECONDED BY: Jennifer Henderson

***THAT** Council receives the Priority Performance Report for the fourth quarter.*

CARRIED

6.0 Finance

6.1 April 2017 (Q4) Financial Report

Council reviewed the financial statements and Jin Shen, Director of Finance & Corporate Services, responded to questions.

MOVED BY: Winston Isaac
SECONDED BY: Jennifer Henderson

***THAT** Council receives the April 2017 Financial Report, Statement of Financial Position, and Statement of Operations, as presented.*

CARRIED

6.2 Reserve Funds after Year End 2015-2016

The Registrar reported on the allocation of \$657,000 from the operating surplus after year-end 2015-2016.

6.3 Projected 2017–2018 Budget

Jin reviewed the budget with Council and reported that it is a break-even budget. It includes a projected increase of \$130,282 in the revenue and expense line from the 2016-2017 budget. This increase is primarily due to projected year over year growth of \$112,500 in registration fees reflecting an estimated net increase in the number of registrants by 150 over the course of the year. Renewal fee rates remain unchanged. The staffing expense line has increased this year as allocations have been shifted from outsourced Information Technology (IT) expenditures to in-house IT staff. One additional temporary staff person has increased the Investigations and Resolutions Program. Jin responded to questions from Council.

MOVED BY: Winston Isaac
SECONDED BY: Laurie Macdonald

***THAT** Council reviews the Projected 2017-2018 Budget as presented.*

CARRIED

7.0 Governance

7.1 Rules of Order of the Council

As follow up to Council's approval in January 2017 to amend the bylaws to change from adherence to Robert's Rules at Council meetings, College legal counsel drafted the proposed *Rules of Order of the Council*. The Executive Committee subsequently added a section related to breaking a tie vote which also corresponds to the bylaws. The Chair and Elinor responded to questions from Council.

MOVED BY: Shannon Gouchie

SECONDED BY: Kurisummoottil S. Joseph

***THAT** Council adopts the proposed Rules of Order of the Council for Council meetings.*

CARRIED

7.2 Bylaws

7.2.1 Draft Bylaws: Parts 18-20

Tim Mbugua, Policy Analyst, presented feedback and results from the public consultations related to proposed bylaw amendments for Parts 18-20. Council held a discussion.

MOVED BY: Winston Isaac

SECONDED BY: Shannon Gouchie

***THAT** Council approves the proposed bylaw changes, with exception of the provision from Part 19, Professional Liability Insurance, related to self-insured retention.*

CARRIED

7.2.2 Draft Bylaws: Parts 16-17

Julie Maciura, legal counsel, and Aoife Coghlan, Manger Investigations & Resolutions, presented feedback and results from the public consultations related to proposed bylaw amendments to Parts 16-17 of the College bylaws. Council held a discussion.

MOVED BY: Shannon Gouchie

SECONDED BY: Julie Entwistle

***THAT** Council approves the draft amendments to Parts 16-17 of the College bylaws, as set out in the third column of the Post-Consultation Bylaw Chart (Appendix 1 to this briefing note).*

CARRIED

(Opposed: Serena Shastri-Estrada, Julie Entwistle, Donna Barker)

7.3 Implications of Elimination of Annual General Meeting

Council reviewed the proposed process and related implications of the elimination of the Annual General Meeting.

MOVED BY: Shannon Gouchie

SECONDED BY: Winston Isaac

***THAT** Council approves the following process to replace the activities in the Annual General Meeting: The Auditor's Report of the Financial Statements and the Annual Report of the College be accepted, at the Council meeting in October.*

CARRIED

7.4 Council Guidelines – Terms of Reference Review/Statutory & Nominations Committees

Council reviewed the terms of reference for each committee, approved all content and provided recommendations related to formatting and language.

MOVED BY: Winston Isaac
SECONDED BY: Julie Chiba Branson

***THAT** Council approves the revised Terms of Reference, including today's recommendations by Council, for all statutory committees and the Nominations Committee.*

CARRIED

7.5 Appointment of Non-Council Member – Inquiries, Complaints & Reports Committee

Council reviewed the committee's recommendation to fill a vacancy for a non-Council position on the committee.

MOVED BY: Julie Entwistle
SECONDED BY: Jennifer Henderson

***THAT** Council approves the appointment of Hricha Rakshit as a non-Council member of the Inquiries, Complaints and Reports Committee for a three-year term commencing on July 1, 2017.*

CARRIED

7.6 Appointment of Non-Council Member – Discipline Committee

Council reviewed the committee's recommendation to fill a vacancy for a non-Council position on the committee.

MOVED BY: Paula Szeto
SECONDED BY: Annette McKinnon

***THAT** Council approves the appointment of Zuher Ismail as a non-Council member of the Discipline Committee for a three-year term commencing on July 1, 2017.*

CARRIED

7.7 Appointment of Non-Council Member – Fitness to Practise Committee

Council reviewed the committee's recommendation to fill a vacancy for a non-Council position on the committee.

MOVED BY: Kurisummoottil S. Joseph
SECONDED BY: Laurie Macdonald

***THAT** Council approves the appointment of Hunaida Abboud as a non-Council member of the Fitness to Practise Committee for a three-year term commencing on July 1, 2017.*

CARRIED

7.8 Appointment of Non-Council Members – Patient Relations Committee

Council reviewed the committee's recommendations to fill two vacancies for non-Council positions on the committee.

MOVED BY: Julie Chiba Branson

SECONDED BY: Annette McKinnon

THAT Council approves the appointment of Tina Siemens and Jennifer Nieson as non-Council members of the Patient Relations Committee for a three-year term and 18-month term, respectively, commencing on July 1, 2017.

CARRIED

8.0 Business Arising

8.1 Interim Guidelines – Medical Assistance in Dying

Kara provided an overview of the revisions to this guideline which were recommended by Council at its meeting in March 2017. Several final recommendations were made and a discussion was held on removing the word “Interim”.

MOVED BY: Shannon Gouchie
SECONDED BY: Julie Chiba Branson

THAT Council approves the revised Interim Guidelines for Medical Assistance in Dying including Council’s recommendations from today’s meeting, and that Council approves the removal of the interim nature of the document, and that the document be renamed Guidelines for Medical Assistance in Dying.

CARRIED

9.0 Council Development

9.1 Presentation: Quality Assurance – MyQA

By: Kara Ronald, Deputy Registrar and Seema Sindwani, Manager, Quality Programs

9.2 Presentation: Public Register

By: Brandi Park, Manager, Registration and Aoife Coghlan, Manager, Investigations & Resolutions

10.0 Roundtable

Council members participated in a discussion on the wider implications of the final report released by the College of Nurses of Ontario related to a new governance initiative.

11.0 Committee Reports

11.1 Executive – Report by Jane Cox, Chair

11.1.1 Practice Issues Subcommittee – Report by Shannon Gouchie, Chair

11.2 Registration – Report by Serena Shastri-Estrada, Chair

11.3 Inquiries, Complaints & Reports – Report by Julie Entwistle, Chair

11.4 Discipline – Report by Paula Szeto, Chair

11.5 Fitness to Practise – Report by Kurisummoottil S. Joseph, Chair

11.6 Quality Assurance – Report by Laurie Macdonald, Chair

11.7 Patient Relations – Report by Julie Chiba Branson, Chair

12.0 Council Evaluation

The Chair asked Council members to complete and submit their meeting evaluation forms and encouraged members to provide recommendations for future improvements.

13.0 Next Meetings

- Council Education Session: Wednesday, October 25, 2017 (Time & Location TBD)
- Council Meeting: Thursday, October 26, 2017, 9:00 a.m. – 3:30 p.m. at the College
- Council Meeting: Thursday, January 25, 2018, 9:00 a.m. – 3:30 p.m. at the College
- Council Meeting: Thursday, March 29, 2018, 9:00 a.m. – 4:00 p.m. at the College
- Council Meeting: Tuesday, June 26, 2018, 9:00 a.m. – 3:30 p.m. at the College

14.0 Adjournment

There being no further business, the meeting was adjourned at 3:24 p.m.

MOVED BY: Annette McKinnon

SECONDED BY: Julie Entwistle

***THAT** the meeting be adjourned.*

CARRIED
