



BOARD MEETING MINUTES
December 8, 2022 (11:20am – 3:50pm)
Hybrid Meeting

Present

Kerri LaBrecque RD-Chair
Anahita Djalilvand RD
Ann Watt RD
Denis Tsang RD
Donna Hennyey RD
Lesia Kicak RD
Julie Slack RD
Karine Dupuis Pominville RD
Israel Ogbechie, Public Member
Ray D’Sa, Public Member
Santhikumar Chandrasekharan, Public Member
Sharanjit Padda, Public Member

Regrets

John Regan, Public Member

Staff

Melanie Woodbeck - Registrar & Executive Director
Jada Pierre - Executive & General Office
Administrative Assistant
Lisa Dalicandro - Manager, Governance & Operations
Diane Candiotta RD - Practice Advisor & Policy
Analyst
Samantha Thiessen RD - Practice Advisor & Policy
Analyst

ITEM & DISCUSSION	ACTION
<p>1.0 Call to Order K. LaBrecque opened the meeting with a Land Acknowledgement.</p>	<p>The meeting was called to order at 11:53 a.m. by K. LaBrecque Chair.</p>
<p>2.0 Approval of Agenda</p>	<p>MOTION to approve the agenda as circulated.</p> <p>Moved by: K. LaBrecque Seconded by: S. Chandrasekharan</p> <p>Carried</p>
<p>3.0 Declaration of Conflict of Interest and Bias No conflict of interest was declared.</p>	
<p>Information Items (Consent Agenda) 4.0 Council Meeting Minutes: September 30, 2022 5.0 Executive Committee Report</p>	<p>MOTION to approve the Consent Agenda.</p> <p>Moved by: D. Tsang Seconded by: A. Watt</p> <p>Carried</p>

ITEM & DISCUSSION	ACTION
<p>6.0 Management Report</p> <p>M. Woodbeck presented the management report to the Board and highlighted key information, including:</p> <p><u>Finance HR and Corporate Services</u></p> <ul style="list-style-type: none"> • Revenues and expenses on budget • CDO in compliance with investment policy • Staffing transitions in progress • Staff continue to engage in EDI-B training • New external IT support vendor contracted <p><u>Communications</u></p> <ul style="list-style-type: none"> • Public awareness campaign re-launched, generating immediate results • First campaign on the Canadian Health Media Network launched • Social media strategy performing well • Relational communications audit completed <p><u>Professional Practice and QA</u></p> <ul style="list-style-type: none"> • Reg talks webinars on practising dietetics concluded • Annual workshop in progress • SDL tool completed <p><u>Registration</u></p> <ul style="list-style-type: none"> • Renewal period concluded • CDRE exam administered <p><u>Governance and Oversight</u></p> <ul style="list-style-type: none"> • CPMF soft launch • HPRO received a government grant to support EDI-B projects <p>The Board requested that staff include the eight benchmarks identified in the CPMF in the next iteration of the management report.</p>	<p>The Board accepted the report for information.</p>

ITEM & DISCUSSION	ACTION
<p>7.0 Risk Monitoring Report M. Woodbeck reviewed the risk assessment and mitigation efforts for the third quarter and reported that a new risk was identified – public member appointments and succession planning.</p> <p>Other areas where risk and mitigation plans have been reassessed:</p> <ul style="list-style-type: none"> • Accreditation provider transition • Regulatory governance changes • Succession planning/staff turnover and retention • Increasing costs of regulation 	<p>The Board accepted the report for information.</p>
<p>8.0 Virtual Care Policy S. Thiessen presented the draft virtual care standards and guidelines for dietitians in Ontario on behalf of the Professional Practice Committee (PPC). The draft standards and guidelines will support RD’s engagement in virtual care dietetic practice and will allow the CDO to keep pace with emerging best practices.</p> <p>S. Thiessen reported that the draft standards and guidelines are based on practice advisory inquiries, the timelines of this issue in the context of the COVID-19 pandemic, and an exponential increase in the use of modality of practice.</p> <p>The Board requested that the draft policy be revised to highlight clients and health care providers working together to determine virtual care preferences and needs, and to include more detail on privacy considerations when emailing clients.</p>	<p>MOTION to approve in principle the draft virtual care standards and guidelines for dietitians in Ontario with revisions for consultation with registrants and system partners.</p> <p>Moved by: K. LaBrecque Seconded by: S. Chandrasekharan</p> <p>Carried</p>
<p>9.0 Social Media Policy D. Candiotta presented the draft social media standards and practice guidelines for dietitians in Ontario on behalf of the PPC. The draft standards and guidelines clarify the required behaviours by which an RD’s performance can be evaluated, serve as a basis for assessing whether RDs fulfill their professional responsibilities when using social media and allows the CDO to keep pace with emerging best practices.</p>	<p>MOTION to approve in principle the proposed draft social media standard and practice guidelines for dietitians in Ontario as recommended by the Professional Practice Committee for consultation with registrants and system partners.</p> <p>Moved by: K. LaBrecque Seconded by: A. Djailvand</p> <p>Carried</p>

ITEM & DISCUSSION	ACTION
<p>10.0 Board Meeting Evaluation Survey Revisions M. Woodbeck presented proposed revisions to the Board meeting evaluation for implementation at the December meeting. The purpose of these changes is to align the Board’s meeting evaluation with the CDO’s work in governance modernization and EDI-B.</p> <p>The Board agreed to use the proposed questions to evaluate the December meeting.</p>	<p>MOTION to approve the proposed evaluation questions.</p> <p>Moved by: D. Tsang Seconded by: A. Watt</p> <p>Carried</p>
<p>11.0 Regulatory Trends Update M. Woodbeck presented an update on regulatory trends that were highlighted at the fall conferences attended by staff. The following trends were identified:</p> <ul style="list-style-type: none"> • Workforce planning • Communications and social media • EDI-B, trauma and bias • Governance • Virtual impact-workforce • Right-touch regulation • Risk lens • Data collection <p>M. Woodbeck reported that the work undertaken by the CDO to accomplish its strategic plan aligns with many of the trends identified.</p>	
<p>12.0 Extending the Strategic Plan The Board considered the proposal to extend its strategic plan for one additional fiscal year, from the current end date of March 2024 to March 2025. M. Woodbeck explained the rationale for extending the strategic plan is due to the deferral of projects and resources caused by the uncertainty of the pandemic and the leadership changes that occurred over 2021-2022.</p> <p>The Board agreed with the proposal to extend the strategic plan for an additional year.</p>	<p>MOTION to approve extending the current strategic plan by one fiscal year until March 2025.</p> <p>Moved by: S. Chandrasekharan Seconded by: I. Ogbechie</p> <p>Carried</p>

ITEM & DISCUSSION	ACTION
13.0 Adjournment	Motion to adjourn at 3:29p.m. was moved by K. LaBrecque. Carried

<Original signed by>

K. LaBrecque RD, President

March 27, 2023

Date

<Original signed by>

Jada Pierre, Recorder

March 27, 2023

Date