



COUNCIL MEETING MINUTES
December 7, 2018 (9:30am–4:00 pm)
5775 Yonge Street, Main Floor Conference Room

Council Attachment 18.1

Present

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

Regrets

Suzanne Obiorah RD

Guests

Andrej Sikic – Ministry of Health and Long-Term Care
Alida Finnie RD – Committee Appointee
Kerri Labrecque RD – Committee Appointee
Khashayar Amirhosseini RD – Committee Appointee
Krista Witherspoon RD – Committee Appointee
Ruchika Wadhwa RD - Committee Appointee

Staff

Melisse Willems-Registrar & ED
Barbara McIntyre-QA Manager
Carolyn Lordon – Registration Program Manager
Deborah Cohen-Practice Advisor & Policy Analyst
Heena Vyas-Registration Coordinator
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 9:30 a.m. by D. Weir, RD – President and Chair
2.0 Approval of Agenda	MOTION to approve the agenda. Moved by: W. Franks Seconded by: L. Kanji 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 Preparation for Budgeting S. Ahmed presented to Council a summary of the Zero-Based Budget approach practiced by CDO. The presentation consisted of various steps CDO follows to prepare the budget.</p> <p>Council discussed the amount of information to be presented in the workplan/budget package. They asked that the individual program budgets be eliminated. They also asked for an actual results column in the schedule 1- administrative draft budget.</p>	
<p>6.0 Environmental Scan Follow-Up M. Willems provided a follow-up to Council on the Environmental Scan. Council was invited to review and provide feedback on the current document. No further comments were provided by Council.</p>	
<p>7.0 Reserve Policy Council discussed the draft reserve fund policy and asked for more clarity in the policy statement. They also asked that #3 regarding "other funds" be placed under the heading "Background Information". Council also asked staff to include a statement as to how often Council will revisit the policy.</p>	<p>No motion was made at this time. The Reserve Policy will be brought to the Executive Committee for review and discussion, then sent to Council for approval.</p>
<p>8.0 Nutritionist Title Update M. Willems provided an update to Council regarding the nutritionist title issue following a recent meeting with an interested member group.</p>	
<p>9.0 Registration Regulation C. Lordon reviewed the proposed amendments to the Registration Regulation, recommended by the Registration Committee and reviewed with Ministry staff, the Office of the Fairness Commissioner and the College's external legal counsel.</p>	<p>MOTION to approve the draft proposed Registration Regulation with the first circulation for consultation.</p> <p>Moved by: W. Franks Seconded by: S. Kerr</p> <p>Carried</p>
<p>10.0 Collaborative Care Professional Practice Guidelines for Registered Dietitians M. Willems presented the draft revised Collaborative Care Guidelines document to Council.</p>	<p>MOTION that Council approves the revised draft Collaborative Care Professional Practice Guidelines (attachment 10.4) as presented.</p> <p>Moved by: D. Balicsak Seconded by: T. Taillefer</p> <p>Carried</p>

Item & Discussion	ACTION
<p>11.0 Draft Code of Ethics M. Willems presented to Council the draft Code of Ethics for RDs.</p>	<p>MOTION to approve the draft Code of Ethics as amended for consultation.</p> <p>Moved by: D. Balicsak Seconded by: W. Franks</p> <p>Carried</p>
<p>12.0 Telepractice Position Statement</p> <p><i>In camera session pursuant to s. 7(2)(e) of the Health Professions Procedural Code, being Schedule 2 to the Regulated Health Professions Act, 1991</i></p>	<p>MOTION that Council move <i>in Camera</i> at 11:40am</p> <p>Moved by: M. Chartrand Seconded by: T. Pearson</p> <p>Carried</p> <p>MOTION that staff draft a telepractice position statement requiring full registration for those residing outside of Ontario, who use the title Dietitian or hold out as a person authorized to practice dietetics in the province of Ontario, when providing telepractice dietetic services to clients residing in Ontario.</p> <p>Moved by: T. Taillefer Seconded by: M. Chartrand</p> <p>Carried</p> <p>MOTION that Council move out of the <i>in Camera</i> session at 12:30pm</p> <p>Moved by: W. Franks Seconded by: R. Kondaj</p> <p>Carried</p>
<p>13.0 Management Report Discussion D. Weir discussed with Council about moving the Management Report out of the Consent Agenda and listing it as a standing item on the agenda.</p>	<p>MOTION to make the Management Report a standing item on the agenda.</p> <p>Moved by: M. Chartrand Seconded by: R. Kondaj</p> <p>Carried</p>
<p>14.0 Risk Register Review Staff presented the highlights of the changes to the Risk Register to council. Council recommended that numbers 52 and 53 regarding Employee and Stakeholder Satisfaction be moved to Human Resources Management section.</p>	<p>Staff will revise the Risk Register as recommended by Council.</p>

Item & Discussion	ACTION
<p>15.0 Council Governance M. Willems provided information to Council about some of the significant governance initiatives that are occurring at other regulatory bodies. M. Willems also reported on comments from Ministry staff that Council's may wish to consider the governance work being done by the College of Nurses of Ontario for their own college.</p>	
<p>Information Items (Consent Agenda) 16.0 September 2018 Council Meeting Minutes 17.0 Executive Committee Report 18.0 Management Report</p>	<p>MOTION to approve the Consent Agenda.</p> <p>Moved by: W. Franks Seconded by: R. Kondaj</p> <p>Carried</p>
<p>19.0 Council Sharing D. Weir shared her learnings from the CNAR conference in October.</p>	

Item & Discussion	ACTION
<p>20.0 Meeting Evaluators S. Soliman L. Kanji</p>	<p>Productivity: The agenda was sent in advance listing what will be discussed. Everyone seemed to feel heard, played an active role and was an honest participant. The meeting achieved its objectives. The meeting was very productive. The estimated time allocated for each item was quite appropriate, even though we spent more time on some topics than others. We were able to complete discussion on each item, everyone was able to vote and then move on to the next item. A three-minute ranking survey was suggested in order to obtain a ranking by satisfaction from each attendee.</p> <p>Quality Decisions: Council members have the opportunity to review files on Box in order to come prepared for the meeting. The meeting decisions were reached using group discussions and logical reasoning. There was a healthy discussion during the In-Camera session – bringing diverse perspectives of the attendees resulting in a decision that all parties supported with focus on long term impact to the public. Presenting the budget in short and not in detail is best. Too much information is counterproductive. Also, using technology such as bar charts and graphics to compare some items in the budget for this year and previous years would be beneficial.</p> <p>Openness and Collaboration: Each member feels comfortable to voice concerns or ask questions, knowing that it will be taken into consideration and their opinion matters. Every member came well prepared. They worked together and discussed issues that enable the group in the meeting achieve the right business goal allocated in the agenda. The agenda has allocated time for each session, however, it needs to have the beginning and end time including breaks and lunch.</p>
<p>21.0 Next Meeting Evaluators M. Chartrand T. Taillefer</p>	
<p>22.0 Reminders/Standing Items Council Members were asked to update their tablets with the latest virus protection. Passwords will be updated at the March meeting.</p>	
<p>20.0 Adjournment</p>	<p>Motion to adjourn at 3:43pm was moved by W. Franks. Carried</p>

<original signed by>

Deion Weir RD, President

March 29, 19.
Date

<original signed by>

Jada Pierre, Recorder

March 29, 2019.
Date