



COUNCIL MEETING MINUTES
March 23, 2018 (9:30am–4:00 pm)
 5775 Yonge Street, Main Floor Conference Room

Present

Deion Weir RD, President & Chair
 Alexandra Lacarte RD
 Claudine Wilson
 Dawn Van Engelen RD
 Erin Woodbeck RD
 Laila Kanji
 Marie-Louise Chartrand
 Nicole Osinga RD
 Ruki Kondaj
 Soliman A.F. Soliman
 Shelagh Kerr (from 11:46)
 William Franks RD

Regrets

Ray Skaff
 Roula Tzianetas RD
 Suzanne Obiorah, RD, Vice-President

Staff

Melisse Willems - Registrar & Executive Director
 Jada Pierre – Executive and General Administration - Minute Taker
 Barbara McIntyre – Quality Assurance Manager
 Carolyn Lordon – Registration Program Manager
 Carole Chatalalsingh–Practice Advisor & Policy Analyst
 Deborah Cohen - Practice Advisor & Policy Analyst
 Monique Poirier – Communications Manager
 Sarah Ahmed - Controller

Item & Discussion	ACTION
1.0 Call to Order	The meeting was called to order at 9:40 a.m. by D. Weir
2.0 Approval of Agenda	MOTION to approve the agenda. Moved by: E. Woodbeck 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 Draft 2018-19 Work Plans and Budgets General Reserve Fund</p> <p>S. Ahmed presented the following to Council:</p> <ul style="list-style-type: none"> • Proposed 2018-19 Work Plans • Proposed 2018-19 Budgets • 2017-18 Accomplishments to date <p>M. Willems discussed with Council the possibility of hiring new staff to assist with the work load.</p> <p>M. Willems discussed with Council the need to have a general operational reserve fund for unplanned circumstances.</p>	<p>MOTION to approve the Draft Budget and Work Plans for Fiscal 2018-19.</p> <p>Moved by: W. Franks Seconded by: M. Chartrand</p> <p>Carried</p> <p>MOTION to proceed with the creation of the general operational reserve fund.</p> <p>Moved by: E. Woodbeck Seconded by: M. Chartrand</p> <p>Carried</p> <p>MOTION to create policy developed by staff and brought to Council to have possibly 8 months of general operational reserves.</p> <p>Moved by: M. Chartrand Seconded by: Laila Kanji</p>
<p>6.0 Bill 87 Update</p> <p>M. Willems provided an update on Bill 87 highlighting the focus of the Ministry regarding full transparency by Colleges.</p>	
<p>7.0 Executive Committee Election Notice</p> <p>M. Willems invited any interested Council members to contact other current Executive Committee members, if they would like more information about being on this committee.</p>	

Item & Discussion	ACTION
<p>8.0 Council Election Report D. Weir announced to Council that E. Woodbeck, N. Osinga and A. Lacarte will be stepping down from Council in June and Trina Pearson, Diana Balicsak and Teresa Taillefer will be joining Council.</p>	
<p>9.0 Lab Ordering Authority Update D. Cohen provided an update to Council regarding the Lab Ordering Authority work and gave information of the steps leading up to and following the December 21 submission to the Ministry of Health and Long Term Care.</p>	
<p>10.0 Code of Ethics C. Chatalalsingh discussed with Council about a CDO specific Code of Ethics for RDs and how it would be beneficial to the public. It was also mentioned that the scope of the Legislative Issues Committee should be expanded to include professional practice, as well as allowing the committee to review the Code of Ethics document rather than CDO staff. In addition, the creation of having an Ad hoc committee to deal with issues was considered.</p>	
<p>11.0 Demonstration of New CDO Website M. Poirier introduced the newly revamped CDO website to Council members discussing various aspects of the site.</p>	
<p>12.0 Demonstration of Application Status Addition to Website C. Lordon presented on the new section of the website that allows applicants to receive updates on their application status.</p>	
<p>13.0 Council Education – Policies Made by Regulators M. Willems discussed the Grey Areas article regarding how policies made by regulators can have a significant impact on decisions they make and can carry the leading authority.</p>	

Item & Discussion	ACTION
<p>14.0 Registrar and Executive Director Performance Goals for 2018-19 <i>In Camera</i> under s. 7(2)(d) of the Health Professions Procedural Code</p> <p>Next steps in Performance Evaluation Process</p> <p>Council discussed 2018-19 goals regarding the Registrar & Executive Director performance evaluation review.</p>	<p>MOTION that Council move in Camera at 3:01pm.</p> <p>Moved by: D. van Engelen Seconded by: W. Franks</p> <p>Carried</p> <p>MOTION that Council move out of Camera at 3:28pm.</p> <p>Moved by: M. Chartrand Seconded by: W. Franks</p> <p>Carried</p>
<p>Information Items (Consent Agenda)</p> <p>15.0 December 2017 Council Meeting Minutes</p> <p>16.0 Executive Committee Report</p> <p>17.0 Management Report</p>	<p>MOTION to approve Consent Agenda.</p> <p>Moved by: W. Franks Seconded by: L. Kanji</p> <p>Carried</p>
<p>18.0 Council Sharing</p> <p>Update was given on working with a group to create resources for economical recipes for people with low economic status.</p>	
<p>19.0 Meeting Evaluators</p> <p>Dawn van Engelen Nicole Osinga</p>	<p>Productivity:</p> <p>The meeting started and ended on time. Some items took more time to go over – including the new CDO website code of ethics. Perhaps it would make sense to allocate more discussion time to new items? It's hard to predict! A review of council meeting rules were reviewed for new members and reminded returning members of meeting conduct. New members were introduced and welcomed to the committee. Budget details were well explained with an appropriate opportunity to ask questions and provide feedback.</p>

Item & Discussion	ACTION
	<p>Quality Decisions: I think we all made quality decisions together. Everyone seemed to be prepared. The decision making process was rational and well thought out while at the same time being aligned with professional values. E.g. having the legislative committee review the Code of Ethics document rather than CDO staff. I also felt that the discussion that occurred would be seen as appropriate and transparent to the district members I represent as an elected member.</p> <p>Openness and Collaboration: I continue to be impressed with the level of professionalism at the council meetings. All are respectful of others opinions and the voice they bring. I specifically appreciated Melisse suggesting for the benefit of the group, to provide an explanation of the difference between the committees and programs when reviewing the budget. If not explained, I would have left that meeting not really knowing what the difference was and the importance it had to understanding or explaining the budget to others outside of the meeting. No issues noted here. Everyone was respectful in hearing each other's point. The coloured cards proved effective in this meeting!</p>
<p>20.0 Next Meeting Evaluators Williams Franks Soliman Soliman</p>	
<p>21.0 Reminders/Standing Items Clear your CDO folder and update your tablet</p>	
<p>22.0 Adjournment</p>	<p>Motion to adjourn Council meeting at 3:36pm was moved by M. Chartrand.</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