

**MINUTES OF THE COLLEGE OF CHIROPRACTORS OF ONTARIO'S
COUNCIL MEETING
HELD FRIDAY, SEPTEMBER 10, 2021, VIA ZOOM**

PRESENT:

Mr. Robert MacKay, President and Meeting Chair
Dr. Dennis Mizel, Vice-President
Ms Robyn Gravelle, Treasurer
Ms Anuli Ausbeth-Ajagu
Mr. Markus de Domenico
Mr. Gagandeep Dhanda
Dr. Jarrod Goldin (for a portion of the meeting)
Dr. Colin Goudreau
Dr. Sarah Green
Dr. Kyle Grice
Dr. Paul Groulx
Dr. Steve Lester
Dr. Angelo Santin
Mr. Shawn Southern
Dr. Julia Viscomi

REGRETS:

None

GUESTS:

Mr. Kaveh Katebian, Beaconsfield Group (for a portion of the in camera meeting)

STAFF:

Mr. Joel Friedman, Director, Policy and Research
Ms Jo-Ann Willson, Registrar and General Counsel

MINUTE-TAKER:

Mrs. Beth Ann Kenny, Recording Secretary

CALL TO ORDER AND WELCOME

Mr. MacKay called the meeting to order at 12:01 p.m.

As noted on the agenda, Council members would continue to serve as their own parliamentarians, being familiar with and complying with the rules of order. If required, Mr. MacKay would serve as parliamentarian. Dr. Mizel and Mr. Friedman would assist by monitoring for questions and maintaining a speakers list.

1. CONSENT AGENDA

MOTION moved by Dr. Groulx/seconded by Ms Gravelle

To approve the consent agenda:

- 1.1 Discipline Committee Report
 - 1.1.1 CCO v Dr. William McLeod (received July 9, 2021)
 - 1.1.2 CCO v Dr. John Clark (received July 12, 2021)
 - 1.1.3 *CCO v Dr. Joshua Binstock* (received July 20, 2021)
 - 1.1.4 *CCO v Dr. Sean McNulty* (received August 12, 2021)
 - 1.1.5 HPRO Discipline Training Sessions
- 1.2 Fitness to Practise Committee Report
- 1.3 Inquiries, Complaints, and Reports Committee (ICRC) Report
 - 1.3.1 HPARB decision – *Rita-Lynn French and Christina Inglis* (June 17, 2021)
 - 1.3.2 HPARB decision – *D. Shakiba Djeddi and Esther Konigsberg* (August 12, 2021)
- 1.4 Patient Relations Committee Report
- 1.5 Advertising Committee Report

CARRIED UNANIMOUSLY

The following was confirmed related to CCO Council meeting agendas:

- Non-contentious issues are included in the consent agenda for approval;
 - Any items can be pulled from the consent agenda for discussion as requested by the Council;
 - The consent agenda is regularly approved before the main agenda; and
 - Any item raised as new business cannot be actioned by Council unless there is 100 percent agreement by Council, waiving the right to notice of the item.
- Potential agenda items should be directed to the relevant committee to consider in its work including potential recommendations to Council.

2. MAIN AGENDA

MOTION moved by Mr. De Domenico/seconded by Dr. Viscomi

To approve the main agenda as circulated with the addition of the following:

- Email dated September 9, 2021, re. Message #17 re. COVID-19 under agenda item 4.1.45 (pp. 436 a and b).
- Training session for new Council members re. Council meetings basics under item 4.1.26

CARRIED UNANIMOUSLY

Council members were encouraged to raise issues for Council deliberation in advance of the meeting with the President or Registrar & General Counsel to determine the most appropriate avenue within CCO to address the issue.

2.1 Conflict of Interest

As noted on the agenda, any real or perceived conflicts of interest could be raised during the meeting when the agenda item is reached and any standing conflicts of interest do not need to be declared at every meeting.

3. ADOPTION OF COUNCIL MEETING MINUTES

3.1 June 15, 2021 (2020 AGM Minutes)

The minutes were presented for review by Council with formal approval pending at the 2021 AGM. No errors or omissions were raised.

3.2 June 16, 2021

MOTION moved by Dr. Lester/seconded by Dr. Groulx

To adopt the minutes of the June 16, 2021, CCO Council Meeting, with the correction of the salutation Mr. instead of Dr. for Mr. Southern.

CARRIED UNANIMOUSLY

3.3 June 16, 2021 (in camera)

MOTION moved by Dr. Mizel/seconded by Ms Gravelle

To adopt the minutes of the June 16, 2021, CCO Council In Camera Meeting, with the correction of the salutation Mr. instead of Dr. for Mr. Southern.

CARRIED UNANIMOUSLY

4. COMMITTEE REPORTS

4.1 Executive Committee Report

Mr. MacKay presented a report from the Executive Committee.

Received for Information:

4.1.1 Confidential Executive Committee Meeting Minutes of August 13, 2021 (draft, subject to approval)

It was shared that in person meetings are not yet being considered due to the COVID-19 pandemic. Health and safety concerns for Council and staff are paramount. CCO has obligations under the Occupational Health and Safety Act as well as government orders and directives relating to indoor gatherings.

MOVE IN CAMERA

MOTION moved by Dr. Lester/seconded by Ms Ausbeth-Ajagu

To move in camera to receive the government relations report and Treasurer's report and any other issues that might be appropriately raised during the in camera session.

CARRIED UNANIMOUSLY

Guests were placed into the virtual meeting platform's waiting room and Mr. Katebian joined the meeting. Mr. Katebian left the meeting during the in camera session.

Move Out of In Camera Session and Ratify Decisions

MOTION moved by Ms Gravelle/seconded by Dr. Mizel

To ratify the decisions made in the in camera session:

- To approve minor amendments to By-law 9: Remuneration as presented;
- To accept the Treasurer's Report as presented; and
- To move out of the in camera session.

CARRIED UNANIMOUSLY.

Dr. Goldin joined the meeting at 12:30 p.m. during the in camera session.

Guests were invited to return to the meeting through the virtual platform.

MINISTRY OF HEALTH

Public Members

4.1.14 Correspondence dated June 17, 2021 from the Honourable Christine Elliott, to Mrs. Helen Dalianis (mother of CCO public member Mr. John Papadakis)

4.1.15 CCO tribute book for Mr. John Papadakis

4.1.16 Reappointment of Mr. Shawn Southern to October 7, 2021

4.1.17 Council Member Terms as of August 5, 2021

4.1.18 Communication dated August 23, 2021 re: need for public members to complete training

It was confirmed that CCO remains constituted although the late public member Mr. John Papadakis had not yet been replaced. Ms Ausbeth-Ajagu and Mr. de Domenico had been reappointed for three year terms.

It was also confirmed that Committee appointments were made by the Executive Committee to replace the late Mr. John Papadakis, including Mr. de Domenico being appointed to the Executive Committee. Additional appointments include the following:

- Mr. Dhanda – Inquiries, Complaints and Reports Committee (member)
- Mr. MacKay – Patient Relations Committee (Chair)

College Performance Measurement Framework (CPMF)

4.1.19 CCO's CPMF Action Plan – 2021 (August 6, 2021)

It was noted that it is the responsibility of Council to implement what was identified on the CPMF Action Plan.

Competency/Suitability Criteria

Received for information:

4.1.20 Royal College of Dental Surgeons of Ontario – Core Competencies for Council Members

4.1.21 College of Pharmacists of Ontario – Board of Directors 2021 Director Profile

4.1.22 College of Nurses of Ontario – Competency and Attribute Dimensions

4.1.23 College of Physiotherapists of Ontario – Declaration of Office for Councilors

4.1.24 HPRO Competency Documents dated November 11, 2020

4.1.25 2021 Election Documents

Ongoing Education/Training

4.1.26 List of training modules for Council Education Sessions

A recommendation was made to include a review of Council meeting agendas/material as part of new Council member orientation. Council members were encouraged to contact Mr. MacKay or Ms Willson if they have questions.

Strategic Planning

Received for information:

4.1.27 CCO Internal Elections – Committee Conflicts

Council Evaluation

Received for information:

4.1.28 Background information from other regulators and previous evaluation form for CCO Council

Resources (Human and Financial)

Received for information:

4.1.29 Background information from other regulators re: financial reserve policy

Quality Assurance

Received for information:

4.1.30 Right Touch Regulation – Professional Standards Authority (October 2015)

4.1.31 Information re: CCO's current QA Program

Key Performance Indicators

Received for information:

4.1.32 Extract from RCDSO CPMF Key Performance Indicators

Other Ministry Matters

Received for information:

4.1.33 Correspondence to Mr. Sean Court dated Jun 21, 2021, re: Governance Reform

By-law Amendments

4.1.34 Draft Proposed Amendments to By-laws

4.1.35 By-law 6: Election of Council Members (current)

MOTION moved by Dr. Groulx/seconded by Ms Gravelle

That Council approve the proposed amendments to By-Laws:

- By-law 6.9(h): ...the member is not, and has not been in the preceding three years, an employee, officer or director of any professional chiropractic association such that a real or apparent conflict of interest may arise, including but not limited to being an employee, officer or director of the OCA, CCA CCPA, AFC, CCEB, CSCE, the CCEC of the FCC, CCRF or CNAC;
- By-law 6.9(i): ...the member is not, and has not been in the preceding three years, an employee, officer, director or administrator of any chiropractic educational institution, including but not limited to, CMCC and UQTR, such that a real or apparent conflict of interest may arise;
- By-law 6.9(m): ...For District 7 only, the member is a member of the faculty of an accredited educational institution...
- By-law 6.9(n): ...for any district other than District 7, the member is not eligible for election in District 7, and has not been eligible for election in District 7 in the preceding three years;
- By-law 6.11: No later than 50 days before the date of an election, the registrar shall notify every member eligible to vote of the date, time and place of the election and of the nomination procedure;
- By-law 6.12: The nomination of a candidate for election as a member of Council, and undertaking to the CCO Registrar shall be in writing and shall be given to the registrar at least 35 days before the date of the election (i.e., the nomination date);
- By-law 6.15: The candidate may withdraw his or her nomination for election to Council no later than 25 days before the date of the election;
- By-law 6.18: No later than 10 days before the date of an election, the registrar shall send electronically, or any other medium as determined by Council, to every member eligible to vote in an electoral district in which an election is to take place, a list of the candidates, the candidates' biographical information if provided, an explanation of the voting procedure, and electronic access to a ballot for voting;
- By-law 6.29(n): ... with the exception of District 7 (Academic), becomes a member of the faculty of an accredited educational institution.

CARRIED UNANIMOUSLY

Policy Amendments

4.1.36 P-010: Use of Professional Titles, Designations and Credentials (draft)

4.1.37 P-010: Use of Professional Titles, Designations and Credentials (current)

MOTION moved by Dr. Goudreau/seconded by Ms Ausbeth-Ajagu

That council approve the amendments to P-010: Use of Professional Titles, Designations and Credentials, as outlined, adding wording “functional medicine” (p.4).

CARRIED UNANIMOUSLY

Accessing Centre for Expertise, University of Toronto (ACE)

4.1.38 Memo dated August 4, 2021, to Dr. Mark Dobrow from Mr. Rob MacKay (response pending)

4.1.39 Response from Dr. Dobrow dated August 6, 2021

4.1.40 E-mail to Council dated August 23, 2021

4.1.41 Information and link re: Patient Deliberative Dialogues

It was confirmed that there would be a link for the public to participate in deliberative dialogues related to the ACE study on the CCO website. Additionally, health profession regulators would be invited to participate in a consultation session.

Pandemic Planning

4.1.43 Draft Survey of Council and Non-Council Committee members re: Return to in-Person Meetings

It was agreed that it would be premature to survey Council and Non-Council Committee Members regarding returning to in-person meetings at this time due to the ongoing nature of the pandemic. Any further feedback concerning the survey should be forwarded to Ms Willson and Mr. MacKay.

Communications

Received for information:

4.1.44 President's Message # 17 dated August 26, 2021 (plus feedback)

4.1.45 Addendum to President's Message

4.1.46 Communications from Council members re: mandatory vaccinations

4.1.47 CPSO statement dated September 3, 2021 re: COVID-related exemption requests

CHIROPRACTIC/HEALTH RELATED STAKEHOLDERS

Federation of Canadian Chiropractic (FCC)

Received for information:

4.1.48 2021 Meeting Schedule 24 FYI

4.1.49 Code of Ethics for Canadian Chiropractors developed by COE Working Group

4.1.50 G-009: Code of Ethics FYI

4.1.51 Correspondence dated June 24, 2021, to Mr. John Sutherland from Ms Willson re: draft paper submitted to Ministry of Health of Nova Scotia

4.1.52 Communication dated August 19, 2021 to chiropractic regulators re: Website and social media monitoring

4.1.53 HPARB decision dated May 11, 2021 re: Ryan Armstrong and Eve Choe

4.1.54 Sample redacted Social Media Reports

4.1.55 ACAC Direction for providing services under eased pandemic restrictions Review for best practices

Council members agreed to share their recommendations regarding the draft code of ethics with Mr. MacKay or Ms Willson to be forwarded to the FCC COE Working Group.

Canadian Chiropractic Examining Board (CCEB)

Received for information:

- 4.1.56 Correspondence dated June 18, 2021, from Ms Beirback re: AGM (November 23, 2021) and potential governors**

Ontario Chiropractic Association (OCA)

Received for information:

- 4.1.57 Correspondence dated July 6, 2021, to Mr. MacKay and Ms Willson from Dr. Brough and Ms Brereton, OCA**
4.1.58 Agenda for informal joint meeting August 13, 2021
4.1.59 Correspondence dated August 23, 2021 re: OCA Scope Enhancement Request

Health Profession Regulators of Ontario (HPRO)

Received for information:

- 4.1.60 Legislative Updates – June, July, August 2021**

Privacy Legislation

Received for information:

- 4.1.61 Analysis dated June 25, 2021, from Richard Steinecke re: White Paper on Modernizing Privacy in Ontario**
4.1.62 Correspondence dated September 3, 2021 re: Modernizing Privacy in Ontario White Paper from HPRO
4.1.63 HPRO Training Sessions (Discipline and Governance)
4.1.64 September 9 – Webinar re: Collecting Race-Based etc. Data – OFC/HPRO
 MOTION moved by Mr. De Domenico/seconded by Dr. Santin
 To receive the President's Report as presented.
 CARRIED UNANIMOUSLY

4.2 QUALITY ASSURANCE COMMITTEE REPORT

- 4.2.1 S-008: Communicating a Diagnosis (revised)**
4.2.2 S-008: Communicating a Diagnosis (current)
4.2.3 Chiropractic Paradigm/Scope, Association of Chiropractic Colleges
4.2.4 Release dated May 22, 2017, from Rubicon

MOTION moved by Ms Gravelle/seconded by Mr. Southern

To approve minor amendments to Standard of Practice S-008: Communicating a Diagnosis, including definition of “vertebral subluxation complex” used by the Association of Chiropractic Colleges.

CARRIED

- 4.2.5 Professional Advisory on Vaccination and Immunization (revised)**
4.2.6 Professional Advisory on Vaccination and Immunization (current)

MOTION moved by Ms Gravelle/seconded by Dr. Mizel
 To approve minor amendments to the Professional Advisory on Vaccination and Immunization document, removing the sentence which includes reference to measles to ensure the Professional Advisory is more general and universal in nature.
 CARRIED UNANIMOUSLY

MOTION moved by Ms Gravelle/seconded by Dr. Groulx
 To receive the Quality Assurance Committee Report as presented.
 CARRIED UNANIMOUSLY

4.3 REGISTRATION COMMITTEE REPORT

- 4.3.1 2022 member renewal memorandum and process**
- 4.3.2 2022 professional corporation renewal memorandum and process**
- 4.3.3 CCEB examination dates to May 2022**
- 4.3.4 Letter from OFC indicating CCO in full compliance**
- 4.3.5 HPARB decision re: Angela Ciurleo and CCO (confirming Registration Committee Decision)**

MOTION moved by Mr. de Domenico/seconded by Dr. Mizel
 To approve the 2022 online member renewal memorandum and process as presented.
 CARRIED UNANIMOUSLY

MOTION moved by Mr. de Domenico/seconded by Ms Gravelle
 To approve the 2022 online professional corporation renewal memorandum and process as presented.
 CARRIED UNANIMOUSLY

MOTION moved by Mr. de Domenico/seconded by Ms Gravelle
 To receive the Registration Committee Report as presented.
 CARRIED UNANIMOUSLY

5. NEW BUSINESS

Received for information:

- 5.1 Reappointment of Ms Anuli Ausbeth-Ajagu and Mr. Markus de Domenico (received September 3, 2021)**

Received for information:

Contents of Compendium

DATE AND TIME OF MEETINGS

See Appendix A for Executive Committee and Council meeting dates

ADJOURNMENT

MOTION moved by Mr. Southern/seconded by Ms Gravelle
 To adjourn this meeting at 2:21 p.m.

CARRIED UNANIMOUSLY.

President

Registrar and General Counsel

APPENDIX A – DATE AND TIME OF MEETINGS

All Executive Committee and Council meetings are virtual and are scheduled from **8:30 a.m. – 1:00 p.m.** unless otherwise noted (no in person meetings until it is safe to do so).

Executive Committee Meeting Dates to December 2022

Year	Date	Time	Event	Location
2021	Friday, October 22	8:30 a.m. – 1:00 p.m.	Meeting	Virtual
2022	Friday, January 21	8:30 a.m. – 1:00 p.m.	Meeting	Virtual
	Friday, March 25	8:30 a.m. – 1:00 p.m.	Meeting	Virtual
	Wednesday, May 18	8:30 a.m. – 1:00 p.m.	Meeting	TBD
	Friday, August 12	8:30 a.m. – 1:00 p.m.	Meeting	TBD
	Friday, October 21	8:30 a.m. – 1:00 p.m.	Meeting	TBD

Council Meeting Dates to December 2022

Year	Date	Time	Event	Location
2021	Saturday, September 11	8:30 a.m. – 11:30 a.m.	Training Module: Evaluating Council Performance	Virtual
	Thursday, November 25	8:30 a.m. – 1:00 p.m.	Meeting (Budget)	Virtual
	Friday, November 26	8:30 a.m. – 11:30 a.m.	Training Module: Top Ten Best Practices by Regulators	Virtual
	Friday, November 26	6:00 p.m. – 9:00 p.m.	Holiday Party	Deferred
2022	First half of February (TBD)	5:00 p.m. – 7:00 p.m.	Training Module for those contemplating running for Council	Virtual

Year	Date	Time	Event	Location
			or Non-council committee member: Expectations of CCO Council and Committee Members	
	Friday, February 25	8:30 a.m. – 1:00 p.m.	Meeting	TBD
	Wednesday, April 20	8:30 a.m. – 1:00 p.m.	Meeting	TBD
	Thursday, April 21	8:30 a.m. – 1:00 p.m.	Meeting (elections/ orientation)	TBD
	Tuesday, June 21	6:00 p.m. – 9:00 p.m.	Annual General Meeting	TBD
	Wednesday, June 22	8:30 a.m. – 1:00 p.m.	Meeting	TBD
	Friday, September 9	12:00 p.m.-4:30 p.m.	Meeting	TBD
	Saturday, September 10	8:30 a.m.-4:30 p.m.	Strategic Planning/ Topic Specific Meeting	TBD
	Sunday, September 11	8:30 a.m.-11:30 a.m.	Strategic Planning/ Topic Specific Meeting	TBD
	Thursday, November 24	8:30 a.m. – 1:00 p.m.	Meeting (budget)	TBD
	Friday, November 25	8:30 a.m.-11:30 a.m.	Training Module/ Topic Specific Meeting	TBD
	Friday, November 25	6:00 p.m. – 9:00 p.m.	Holiday Party	TBD