

**MINUTES OF THE COLLEGE OF CHIROPRACTORS OF ONTARIO'S  
COUNCIL MEETING  
HELD THURSDAY, APRIL 21, 2022, VIA ZOOM**

**PRESENT:**

Dr. Dennis Mizel, President and Meeting Chair  
Dr. Sarah Green, Vice President  
Ms Robyn Gravelle, Treasurer  
Ms Anuli Ausbeth-Ajagu  
Mr. Markus de Domenico  
Mr. Gagandeep Dhanda  
Dr. Michael Gauthier  
Dr. Jarrod Goldin  
Dr. Colin Goudreau  
Dr. Kyle Grice  
Dr. Paul Groulx  
Ms Zoe Kariunas  
Dr. Angelo Santin  
Mr. Shawn Southern  
Dr. Julia Viscomi

**REGRETS:**

Mr. Scott Stewart

**ABSENT:**

None

**GUESTS:**

Rebecca Durcan, Steinecke Maciura LeBlanc  
Richard Steinecke, Steinecke Maciura LeBlanc (Scrutineer for elections)

**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**

Dr. Mizel called the meeting to order at 8:35 a.m. EDT.

**PARLIAMENTARIAN**

Council members were reminded that they are to be familiar with and comply with Rules of Order, serving as their own Parliamentarian. If required, Ms Gravelle would serve as Parliamentarian.

## **2. ADOPTION OF AGENDA**

MOTION moved by Mr. de Domenico/seconded by Dr. Gauthier

To approve the agenda as presented

CARRIED UNANIMOUSLY.

### **2.1 Conflict of Interest**

Council was advised that any real or perceived conflicts of interest could be raised any time during the meeting as the agenda item arises and that any standing conflicts of interest did not need to be declared at every meeting. No conflicts were declared.

## **3. ORIENTATION/REGULATORY GOVERNANCE UPDATE**

Ms Durcan and Mr. Steinecke provided an update on regulatory governance as part of Council's ongoing orientation and training sessions. CCO was complimented on having "one of the best trained Councils". There was a focus on Bill 106, which had received Royal Assent on April 14, 2022, which will lead to changes of some of the College's registration processes and requirements, as well as ongoing governance modernization.

## **4. COUNCIL NOMINATIONS FOR APRIL 2022 – APRIL 2023**

### **4.1 Memorandum from Nominating Working Group (NWG) dated April 18, 2022 and Committee Composition Nominations Chart (April 14, 2022)**

### **4.2 Memo to Council Members and Attachments to Email dated April 5, 2022 re: Expression of Interest in CCO Committees**

### **4.3 Committee Composition (April 18, 2022) with Council Members as of April 20, 2022, and Committees as of April 19, 2022 (before Council meeting)**

Dr. Mizel turned the chair over to Ms Willson to conduct the elections. Mr. Friedman and Mr. Steinecke were appointed as scrutineers.

The Policy on Nomination and Election Procedures for Committee Positions (I-019) was reviewed as well as the processes used by the Nomination Working Group (NWG) comprised of Dr. Mizel, President, Dr. Green, Vice President, Ms Gravelle, Treasurer, and Mr. de Domenico, public member, Executive Committee. Council was then referred to the chart of Nominations for CCO Committees for April 2022 – April 2023 developed by the NWG following a review of the relevant policies, provisions and competencies as well as the expressions of interest from the Council members in response to a survey.

Council was advised that all Council members could potentially serve as a member of a panel for Discipline or Fitness to Practice.

MOTION moved by Dr. Santin/seconded by Mr. Southern

to approve the Executive Committee including Officer positions as set out in the chart of Nominations for CCO Committees for April 2022 – April 2023

Ms Willson called for other nominations.

MOTION moved by Dr. Groulx/seconded by Dr. Grice  
To nominate Ms Robyn Gravelle as Vice President

Ms Gravelle accepted the nomination.

Ms Willson called for any other nominations. No other nominations were received.

MOTION moved by Dr. Grice/seconded by Mr. Southern  
To close nominations for the Executive Committee including Officer positions  
CARRIED.

The two candidates who were nominated for the position of Vice President were provided an opportunity to address Council.

It was confirmed that Dr. Mizel would be serving a second year as President, having assumed the role when Mr. MacKay left the role of President in late 2021. It was also confirmed by legal counsel that whether Dr. Mizel could serve additional months to satisfy two full years could be considered by Council at a later date.

Mr. Friedman described how the voting through polling would occur in detail, noting that an anonymous SurveyMonkey poll would be sent to the 15 Council members in attendance at the meeting and that the poll would allow for only a single vote from each Council member. It was noted that a ballot could be spoiled by voting for more than one person.

The survey was cast, and the votes were received, viewed by Mr. Friedman, Ms Willson, and Mr. Steinecke. Ms Willson, reported that 14 responses were received, and the vote was tied.

Later in the meeting both candidates were given an opportunity to address Council a second time.

Mr. Friedman cast the survey a second time for the position of Vice-President. Ms Willson reported that Dr. Sarah Green was the successful candidate for Vice President.

MOTION moved by Dr. Groulx/seconded by Mr. de Domenico  
To confirm the composition of the Executive Committee and Officer positions as identified in the chart of Nominations for CCO Committees for April 2022 – April 2023.

CARRIED.

The membership of the Executive Committee and Officer positions were confirmed as follows:

- Dr. Dennis Mizel, President
- Dr. Sarah Green, Vice President
- Mr. Markus de Domenico, Treasurer
- Dr. Jarrod Goldin
- Ms Robyn Gravelle
- Dr. Paul Groulx
- Mr. Shawn Southern

MOTION moved by Dr. Groulx/seconded by Mr. Southern  
To approve the nominees of the Inquiries, Complaints and Reports Committee (ICRC) as identified in the chart of Nominations for CCO Committees for April 2022 – April 2023

Ms. Willson called for other nominations.

MOTION moved by Dr. Goudreau/seconded by Mr. Southern  
To nominate Dr. Viscomi for membership in the ICRC

Dr. Viscomi accepted the nomination.

Ms Willson called for any other nominations. No other nominations were received.

MOTION moved by Ms Gravelle/seconded by Dr. Santin  
To close nominations for the ICRC

CARRIED.

It was noted that the public members would be acclaimed and that Council would be voting for two of three nominees from the elected Council members: Dr. Gauthier, Dr. Green, and Dr. Viscomi.

Dr. Gauthier, Dr. Viscomi, and Dr. Green were given and accepted the opportunity to address Council.

Mr. Friedman, using the same voting protocol as was used for the position of Vice President, cast the survey to allow for voting for the elected members of the ICRC. Council members were reminded that they could vote for up to two members from the three nominees.

The survey was cast, and the votes were received, viewed by Mr. Friedman, Ms Willson, and Mr. Steinecke. It was reported that Dr. Green and Dr. Gauthier were confirmed as the elected ICRC members.

The membership of the ICRC was confirmed as follows:

- Mr. Markus de Domenico, Chair
- Dr. Michael Gauthier
- Dr. Sarah Green
- Mr. Gagandeep Dhanda
- Dr. Ian Quist, non-council

MOTION moved by Mr. de Domenico/seconded by Dr. Gauthier  
To approve the nominees of the Quality Assurance (QA) Committee as identified in the chart of Nominations for CCO Committees for April 2022 – April 2023

Ms. Willson called for other nominations. No other nominations were received

MOTION moved by Mr. Dhanda/seconded by Ms Gravelle

To close nominations for the QA Committee  
CARRIED.

The membership of the QA Committee was confirmed as follows:

- Dr. Paul Groulx, Chair
- Dr. Kyle Grice
- Ms Robyn Gravelle
- Ms Zoe Kariunas
- Dr. Liz Anderson-Peacock, non-council

MOTION moved by Mr. de Domenico/seconded by Dr. Santin  
To approve the nominees of the Patient Relations Committee as identified in the chart of Nominations for CCO Committees for April 2022 – April 2023

Ms. Willson called for other nominations. No other nominations were received

MOTION moved by Ms Gravelle/seconded by Mr. Southern  
To close nominations for the Patient Relations Committee  
CARRIED.

The membership of the Patient Relations Committee was confirmed as follows:

- Ms Anuli Ausbeth-Ajagu, Chair
- Dr. Kyle Grice
- Ms Zoe Kariunas
- Dr. Michelle Campbell, non-council
- Dr. Don Rey Juan, non-council

MOTION moved by Mr. Southern/seconded by Ms Kariunas  
To approve the nominees of the Registration Committee as identified in the chart of Nominations for CCO Committees for April 2022 – April 2023

Ms. Willson called for other nominations. No other nominations were received

MOTION moved by Ms Gravelle/seconded by Mr. Southern  
To close nominations for the Registration Committee  
CARRIED.

The membership of the Registration Committee was confirmed as follows:

- Mr. Markus de Domenico, Chair
- Ms Anuli Ausbeth-Ajagu
- Dr. Colin Goudreau
- Dr. Julia Viscomi

MOTION moved by Ms Gravelle/seconded by Ms Ausbeth-Ajagu  
To approve the nominees of the core Discipline Committee as identified in the chart of Nominations for CCO Committees for April 2022 – April 2023

Ms. Willson called for other nominations.

MOTION moved by Dr. Goudreau/seconded by Dr. Groulx  
To nominate Dr. Viscomi for membership in the core Discipline Committee

Dr. Viscomi accepted the nomination.

Ms Willson called for any other nominations. No other nominations were received.

MOTION moved by Ms Gravelle/seconded by Mr. Southern  
To close nominations for the core Discipline Committee  
CARRIED.

It was noted that the public members would be acclaimed and that Council would be voting for two of three nominees from the elected Council members: Dr. Goudreau, Dr. Mizel, and Dr. Viscomi. Dr. Goudreau withdrew his nomination. The two elected member positions were then confirmed to be Dr. Mizel and Dr. Viscomi.

The membership of the core Discipline Committee was confirmed as follows:

- Mr. Shawn Southern, Chair
- Dr. Denis Mizel
- Mr. Scott Stewart
- Dr. Julia Viscomi
- Dr. Daniela Arciero, non-council
- Dr. Murray Townsend, non-council
- Dr. Matt Tribe, non-council
- Mr. Rob MacKay, Council Appointed Member

Fitness to Practice Committee

MOTION moved by Dr. Grice/seconded by Dr. Gauthier  
To approve the nominees of the Fitness to Practice Committee as identified in the chart of Nominations for CCO Committees for April 2022 – April 2023

Ms. Willson called for other nominations. No other nominations were received

MOTION moved by Ms Ausbeth-Ajagu /seconded by Mr. Southern  
To close nominations for the Fitness to Practice Committee  
CARRIED.

The membership of the Fitness to Practice Committee was confirmed as follows:

- Dr. Dennis Mizel, Chair
- Ms Robyn Gravelle
- Dr. Angelo Santin

MOTION moved by Dr. Mizel/seconded by Mr. Dhanda  
To approve the nominees of the Advertising Committee as identified in the chart of Nominations for CCO Committees for April 2022 – April 2023

Ms. Willson called for other nominations. No other nominations were received

MOTION moved by Mr. Southern/seconded by Ms Gravelle  
To close nominations for the Advertising Committee  
CARRIED.

The membership of the Advertising Committee was confirmed as follows:

- Dr. Jarrod Goldin, Chair
- Mr. Gagandeep Dhanda
- Dr. Angelo Santin
- Dr. Colleen Pattrick, non-council

Council was advised that, now that all Committees were composed, all Committees should complete the following:

- Review standards, policies and guidelines of the Committee, recommending revisions for Council's consideration
- Include CCO's DEI plan, approved at the April 20<sup>th</sup> Council meeting, in its work as appropriate
- Action any items identified in the CPMF report filed March 31, 2022
- Discuss how best to meet (i.e., in person, hybrid) and establish meeting dates and times through April 2023 at the first committee meeting.

## **5. NON-COUNCIL COMMITTEE MEMBER NOMINATIONS FOR APRIL 2022 – APRIL 2023**

*Received for information:*

- 5.1 E-mail dated January 14, 2022 and Link to CCO webpage re: Interested in Serving on a CCO Committee (deadline date: March 31, 2022)**

### ***Expressions of Interest from Current Non-Council Committee Members and Council Appointed Members***

*Received for information:*

- 5.2 Dr. Liz Anderson-Peacock**  
**5.3 Dr. Daniela Arciero**  
**5.4 Dr. Michelle Campbell**  
**5.5 Dr. Coleen Pattrick**  
**5.6 Dr. Ian Quist**  
**5.7 Dr. Murray Townsend**  
**5.8 Dr. Matt Tribe**  
**5.12 Dr. Rob MacKay**

*Expressions of Regret from Current Non-Council Committee Members*

*Received for information:*

**5.9 Dr. Carolyn Wood**

*Expressions of Interest from other Members*

**5.10 Dr. Don Rey Juan**

**5.11 Dr. Janine Taylor**

*Expressions of Interest from other Non-Chiropractic Members*

*Received for information:*

**5.13 Ms Kirsty Niglas- Collins**

*List of Peer Assessors*

*Received for information:*

**5.14 List of Peer Assessors as at January 17, 2022**

**5.15 Motion to Destroy any Election material including ballots**

MOTION moved by Dr. Santin/seconded by Mr. Southern

To destroy any electronic or paper ballots or information related to voting  
CARRIED UNANIMOUSLY.

**6. By-laws/Policies/**

*Internal Policies/Guidelines/Best Practices*

**6.1 By-law 7: Elections (within Council)**

**6.2 By-law 9: Remuneration**

**6.3 By-law 11: Committee Composition**

**6.4 By-law 12: Appointment of Non- Council Members**

**6.5 By-law 18: Appointment of Non-Chiropractic Committee Members**

*Policies/Guidelines*

**6.6 P-011: Conflict of Interest for Council and Non- Council Committee Members**

**6.7 I-001: Meeting Guidelines**

**6.8 I-009: Procedures for Attending Events/Functions**

**6.9 I-010: Procedures for Attending Educational Sessions/Professional Development Programs**

**6.10 I-011: Procedures for the Peer and Practice Assessment of Committee Members 8**

**6.11 I-012: Reimbursement of Reasonable Expenses and Per Diems**

**6.12 I-013: Procedures for Speaking Engagements for Council Members**

**6.13 I-014; Procedures for Striking and Dissolving Sub-Committees**

- 6.14 **I-015: Zero Tolerance of Abuse, Neglect and Harassment**
- 6.15 **I-016: Guidelines for Observers at Council Meetings**
- 6.16 **I-017: Procurement of Goods and/or Services**
- 6.17 **I-018: Minutes for CCO Meetings**
- 6.18 **I-019: Policy on Nomination and Election Procedures for Committee Positions**
- 6.19 **I-020: Contingency Reserve Fund**
- 6.20 **IG-001: Procedures for Use of Email for CCO Business**
- 6.21 **Competencies for Council and Committee Members Document**

*Best Practices*

- 6.22 **Extract from CCO CPMF Reporting Tool – March 31, 2022**
- 6.23 **Extract from Cayton Report dated December 2018 re: Competencies of Council Members**
- 6.24 **CCO Internal Elections – Committee Conflicts (April 9, 2021)**

**7. REVIEW AND RETURN OF FORMS**

- 7.1 **CCO Code of Conduct**
- 7.2 **Confidentiality Undertaking**
- 7.3 **Rules of Order of Council**
- 7.4 **Elected Member Undertaking**
- 7.5 **Per Diem & Expenses Claim Statement**

Board members were advised to review, sign and return documents, including the confidentiality undertaking, code of conduct, and non-harassment policy and for elected members only, the elected member undertaking.

**ADJOURNMENT**

Ms Willson returned the chair to Dr. Mizel.

MOTION moved by Mr. Southern/seconded by Ms Gravelle

To adjourn this meeting at 11:42 a.m. EDT

CARRIED UNANIMOUSLY.

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President

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Registrar and General Counsel