



Declaration of Conflict of Interest

All Directors have a duty to act solely in the best interest of the College, consistent with the mandate of the College to act in the public interest, and to maintain the trust and confidence of the public in the integrity of the decision-making processes of the Board. To this end, they must avoid or resolve conflicts of interests while performing their duties for the College and to recuse themselves from any consideration of the matter at issue.

A conflict of interest exists where a reasonable member of the public would conclude that a Director's personal, professional or financial interest, relationship or affiliation may affect their judgement or the discharge of their duties to the College. A conflict of interest may be real or perceived, actual or potential, direct or indirect.

For the **April 7, 2022 Board meeting**, the following Directors having indicated they will attend the meeting, have confirmed that they are in compliance with the College's conflict of interest policy and no declarations were made with any items on the meeting agenda:

Stephanie Schurr, *Chair*
Allan Freedman, *Officer*
Vincent Samuel, *Officer*
Paola Azzuolo
Donna Barker
Faiq Bilal
Nicholas Dzudz
Elizabeth Gartner
Carol Mieras
Sarah Milton
Brittany O'Brien
Teri Shackleton
Sabrina Shaw



BOARD MEETING AGENDA

DATE: Thursday, April 7, 2022 **TIME:** 2:00 p.m. – 3:00 p.m. via Zoom

[Join Zoom Meeting](#)

Meeting ID: 862 0624 9792

Passcode: 01923593

Find your local number: <https://us06web.zoom.us/j/kdLwdJAeL5>

	Agenda Item	Objective	Attach	Time (min)
1.0	Call to Order			
2.0	Public Protection Mandate			
3.0	Land Acknowledgement*			
4.0	Declaration of Conflict of Interest			
5.0	Approval of Agenda			
	5.1 Board Agenda – April 7, 2022	Decision	✓	
	<i>THAT the agenda be approved as presented.</i>			
6.0	New Business			
	6.1 Appointment of Committee Chairs and Committee Composition	Decision	✓	
	<i>THAT the Board approves the selection of committee Chairs and the Committee Composition for the 2022-2023 year. (Carol)</i>			
7.0	Next Meetings			
	• Board Meeting: Thursday, June 23, 2022, 9:00 – 3:30, in-person (location TBD)			
8.0	Adjournment			

* **Land Acknowledgement**

We recognize that we work and live on traditional lands and territories of Indigenous Peoples. This includes the traditional territories of the Mississauga, the Anishnabeg (ah-nish-naw-bek) the Chippewa, the Haudenosaunee (hoe-duh-nuh-show-nay) and the Wendat peoples. Today, the province of Ontario is home to many diverse First Nations, Inuit and Métis (may-tea) peoples, from the Cree in the Northern reaches to the Delaware in the south. We acknowledge that we are tasked with sharing, respecting, and valuing the land, as a source of life for us all.



BOARD MEETING BRIEFING NOTE

Date: April 7, 2022
From: Governance Committee
Subject: Recommendation for Committee Chairs and Committee Composition

Recommendation:

THAT the Board approves the selection of committee Chairs and the Committee Composition for the 2022-2023 year.

Issue:

The Board is to approve the Chairs and Committee composition slate for the 2022-2023 year as soon as possible so committees can return to functioning.

Link to Strategic Plan:

1.3 College governance is responsive, effective, competency-based and accountable.

Why this is in the Public Interest:

Competency based committee appointments ensure the College can operate effectively to meet our statutory obligations.

Background:

The Governance Committee met to discuss the appointment of the Chairs and the composition of the committees on March 31, 2022. They reviewed the attached documents for background, as well as the survey of Board member requests and experience chart. The Governance Committee took into consideration that due to the election process to the Board, competency-based appointments to committees can only occur generally, and any needed competencies can either be trained or brought in via professional appointees (non-Board professional members). In addition, they noted that it has always been the practice of the College to appoint chairs of committees that bring experience in committee work and knowledge of regulation.

Discussion:

A questionnaire was sent to Board members to collect information about their skills, abilities, and willingness to serve as a chair on specific committees for the 2022-2023 year.

The submitted information has been collated for consideration by the Governance in making recommendations to the Board.

BOARD MEETING BRIEFING NOTE

Recommendation for Committee Chairs and Committee Composition

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Committee experience of eligible Board members has been compiled into a chart for your consideration. In addition, the College document: *Role Description of Committee Chairperson* provides a foundation for identification of attributes or criteria for statutory committee chairs that could inform the Board's decision making.

In addition to consideration of skills, experience and willingness to serve, the Governance Committee also considered the need for either stability of the committees, or alternately, a desire to include multiple committee experiences for each Board member, in that a shift to a new committee for a member would be beneficial.

Implications:

To facilitate the decision-making process, a draft slate of committee chairs and committee members has been developed.

Attachments:

1. Draft Committee Composition 2022-2023
2. Selection Criteria for Appointment of Chairs
3. Role Description – Committee Chairperson
4. Board Member Committee Experience Chart



DRAFT 2022 – 2023 COMMITTEE COMPOSITION

EXECUTIVE

Stephanie Schurr (*Chair*)
Heather McFarlane (*Vice Chair*)
Allan Freedman (*Officer*)
Vincent Samuel (*Officer*)

COMPLIANCE / ICRC

Carol Mieras (*Chair / Panel A*)
Neelam Bal (*Chair Panel B*)
Sabrina Shaw
Brittany O'Brien
Hricha Rakshit
Julie Sutton
Roselle Adler
Sarah Shallwani

PATIENT RELATIONS

Paola Azzuolo (*Chair*)
Mary Egan
Sabrina Shaw
Nick Dzudz
Elizabeth Gartner
Tina Siemens
Melissa Aldorory

QUALITY ASSURANCE

Teri Shackleton (*Chair*)
Donna Barker
Faiq Bilal
Vincent Samuel
Elizabeth Bell
Michael Ivany

PRACTICE SUBCOMMITTEE

Heather McFarlane (*Chair*)
Elizabeth Gartner
Janet Becker
Shannon Honsberger
Leona Pereira
Susan Cherian-Joseph
Sophie Stasyana

REGISTRATION

Jennifer Henderson (*Chair*)
Nick Dzudz
Faiq Bilal
Sarah Milton
Joshua Theodore

HEARINGS POOL:

1. DISCIPLINE

Donna Barker (*Chair*)
Allan Freedman
Nick Dzudz
Paola Azzuolo
Zuher Ismail

2. FITNESS TO PRACTISE

Vincent Samuel (*Chair*)
Teri Shackleton
Faiq Bilal
Sarah Milton
Hunaida Abboud

GOVERNANCE

Stephanie Schurr (*Chair*)
Vincent Samuel
Carol Mieras
Jennifer Henderson
Brittany O'Brien

FINANCE AND AUDIT

Allan Freedman (*Chair*)
Paola Azzuolo
Neelam Bal
Sabrina Shaw

QUALITY ASSURANCE SUBCOMMITTEE

Heather Jones
Andy Beecroft
Debra Kennedy
Candice Silver
Erin Lawson
Tanya Purevich



Selection Criteria for Appointment of Committee Chairs

- Spreadsheet of collated results of questionnaire sent to Board members that collected information on individuals interested in chairing a statutory committee in the next year.
- Information from phone contacts made by the Chair to those interested in being a Chair.
- An analysis of experience of Board members over their term(s) on the Board.
- Training and experience related to the Committee (i.e. Hearing Panels).
- The ability to commit the time.
- Characteristics and skills requirement as outlined in the Role Description of Chairperson are used as a resource in the discussion.



Policy Type:	Governance Process
Policy Title:	Committee Chairperson's Role
Reference:	GP9
Date Prepared:	December 2009
Date Revised:	March 2010
Date Reviewed:	October 2016, October 2019

The Committee Chairperson of statutory, standing or subcommittee assures the integrity of the committee's process.

Accordingly,

1. The result of the committee Chairperson's work is that the committee behaves consistently with its own rules and those legitimately imposed upon it from Council, including that:
 - a. Meeting discussion content will be only those issues which, according to Council policy, are appropriate for the committee to deliberate;
 - b. Deliberation will be fair, open, and thorough but also timely, orderly and kept to the point.
2. The authority of the committee Chairperson consists of making decisions that fall within topics delegated to the committee to discuss. Therefore:
 - a. The committee Chairperson is empowered to chair committee meetings, with all the commonly accepted power of that position (e.g. rulings, recognition);
 - b. The committee Chairperson has no authority to make decisions about policies created by Council and therefore, the committee Chairperson has no authority to supervise or direct the Registrar; and
 - c. The committee Chairperson may delegate his/her authority as chairperson but remains accountable for its use.



Board Member Committee Experience

✓ Indicates previous or current member of a committee

Name	Executive	Patient Relations	Registration	Discipline	ICRC	Fitness to Practice	Quality Assurance	Governance	Finance & Audit	Practice Subcommittee
Paola Azzuolo			✓						✓	✓
Neelam Bal						Chaired	✓			
Donna Barker	✓		Chaired	Chaired						Chaired
Faiq Bilal										
Nick Dzudz			✓	✓				✓		
Mary Egan		✓		✓			Chaired			
Allan Freedman	✓	✓	✓	✓		✓	✓		Chair	
Elizabeth Gartner										
Jennifer Henderson	Chaired	Chaired	Chaired		✓	Chaired	Chaired	Chaired		Chaired
Heather McFarlane	✓				Chaired					Chair
Carol Mieras	Chaired	Chaired	Chaired	Chaired	Chaired			✓		
Sarah Milton										
Brittany O'Brien		✓				✓	✓	✓		
Vincent Samuel	✓		Chaired		✓	✓		✓		
Stephanie Schurr	Chair				Chaired (B)		Chaired	Chair		
Teri Shackleton					✓	Chaired	Chaired	✓		✓
Sabrina Shaw		✓			✓					