

# MINUTES OF COUNCIL MEETING

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Held on June 13, 2018 9:30 am to 5:00 pm  
Boardroom (21 St. Clair Avenue East, Suite 303)

Chair:	Tiffany Haidon, RM
Present:	Deirdre Brett; Rochelle Ivri; Tiffany Haidon, RM; Jennifer Lemon; Lilly Martin, RM; Isabelle Milot, RM; Lisa Nussey, RM; Wendy Murko, RM; Claire Ramlogan-Salanga, RM; Sally Lewis; John Stasiw; Jan Teevan, RM; Edan Thomas, RM;
Regrets:	None
Staff:	Kelly Dobbin, RM; Carolyn Doornekamp; Marina Solakhyan; Krista Mandani; Nadja Gale; Victoria Marshall; Ashleagh Coyne; Zahra Grant
Observers	Sarah Kibaalya
Recorder	Zahra Grant

## 1. Call to Order, Safety, Welcome & Land Acknowledgement

Jennifer Lemon, Vice President called the meeting to order at 9:35am and welcomed all present.

*\*Tiffany Haidon, President arrived at 9:40 and assumed role of Chair.*

## 2. Declaration of Conflict of Interests

No conflicts of interest were declared.

## 3. Enquiries

Several enquiries were received in advance and those that were minor clarifications were addressed by email. Others were addressed throughout the course of the meetings' proceedings.

## 4. Proposed Agenda

Tiffany Haidon, Chair presented the proposed agenda for June 13, 2018.

**MOTION:** THAT THE PROPOSED AGENDA BE APPROVED AS PRESENTED.

Moved: Jan Teevan  
Seconded: Wendy Murko  
CARRIED

## 5. Consent Agenda

**MOTION:** THAT THE CONSENT AGENDA CONSISTING OF:

- Draft Minutes of March 21, Council Meeting
- Executive Committee Annual Report
- Inquiries, Complaints and Reports Committee Annual Report
- Registration Committee Annual Report
- Discipline Committee Report
- Fitness to Practise Committee Report
- Client Relations Committee Annual Report
- Quality Assurance Committee Annual Report

Moved: Rochelle Ivri  
Seconded: Edan Thomas  
CARRIED

## 6. President's Report

Council President Tiffany Haidon provided highlights of the President's Report to Council. On June 1, 2018 the new Professional Standards took effect and the Chair took a moment to recognize the hard work of the Professional Standards Working Group along with College Staff Johanna Geraci, Quality Assurance Program Manager and Marina Solakhyan, Director of Regulatory Affairs on this significant achievement.

A summary of committee activity and governance work was shared, along with an update that Council elections successfully launched on June 1, 2018 and will remain open until June 30, 2018. There are four candidates running for two open seats currently occupied by Jan Teevan and Isabelle Milot. Results are expected to be communicated to Council on July 5, 2018.

**MOTION:** THAT THE PRESIDENT'S REPORT TO COUNCIL BE APPROVED AS PRESENTED

Moved: Sally Lewis  
Seconded: Edan Thomas  
CARRIED

## 7. General By-law: Article 14 (Register)

Marina Solakhyan, Director of Regulatory Affairs reported to Council that the proposed Register By-law was circulated for members and the public to participate in the 60-day consultation from April 3, 2018 to June 3, 2018. There was no feedback or comments received during the consultation period.

**MOTION:** THAT ARTICLE 14 OF THE GENERAL BY-LAW (REGISTER) BE APPROVED AS PRESENTED

Moved: Jan Teevan

Seconded: Wendy Murko

IN FAVOUR: Tiffany Haidon, RM; Deirdre Brett; Rochelle Ivri; Jennifer Lemon; Lilly Martin, RM; Wendy Murko, RM; Jan Teevan, RM; Edan Thomas, RM; John Stasiw; Lisa Nussey, RM; Claire Ramlogan-Salanga, RM; Isabelle Milot, RM; Sally Lewis

OPPOSED: None

ABSTAINED: None

## **8. Fees & Remuneration By-law.**

Carolyn Doornekamp, Director of Operations provided a summary of the 29 responses received during the consultation period. It was determined, based on feedback received that the installment fee could be perceived as punitive to members already experiencing financial difficulty. The impact on the installment fee on the College budget is negligible and was initially suggested as a potential deterrent for members considering cheque payments to ease the administrative burden. It was recommended to Council that in light of member feedback and minor impact College operational costs that the Fees & Remuneration by-laws be approved with the proposed installment fee removed.

**MOTION:** THAT THE BY-LAWS AS CIRCULATED BY COUNCIL AFTER THE MARCH 2018 MEETING, WITH THE REMOVAL OF THE INSTALLMENT FEE BE APPROVED AS PRESENTED.

Moved: John Stasiw

Seconded: Isabelle Milot

IN FAVOUR: Tiffany Haidon, RM; Deirdre Brett; Rochelle Ivri; Jennifer Lemon; Lilly Martin, RM; Wendy Murko, RM; Jan Teevan, RM; Edan Thomas, RM; John Stasiw; Lisa Nussey, RM; Claire Ramlogan-Salanga, RM; Isabelle Milot, RM; Sally Lewis

OPPOSED: None

ABSTAINED: None

## **9. Quality Assurance Committee (QAC) - Proposed Changes to the Alternate Practice Arrangement Program**

Jan Teevan, Chair of the Quality Assurance Committee introduced the topic of the Alternate Practice Arrangement (APA) Program. The Committee is proposing to Council a new approach to the program in consideration of the College's new Professional Standards.

Marina Solakhyan, Director of Regulatory Affairs provided additional context to the proposed changes, giving an overview of the type of approved arrangements that are currently active with the College. There are currently eight APAs in place with individual midwives and three are with midwifery practices. Adoption of the new Professional Standards effectively eliminates the need for College approval for many of the current

agreements. Any other exemptions previously addressed through APAs will be addressed by statutory committees such as Registration for active practice requirements and Quality Assurance for program compliance. Departures from the current standards that may be unpredictable during this time of adjustment and change, the QAC is proposing the Waiver Policy which would require midwives to demonstrate the exceptional circumstances related to their practice that warrant a departure from the current standards.

Council discussed regarding the waiver's purpose, when it would apply and what potential exemptions would look like and how this would impact referrals to the committee.

M. Solakhyan stated that the waiver's purpose is to be available as a process for exceptional circumstances where departure from the Standards is beyond the regulatory oversight provided by Registration and/or Quality Assurance Committees. Every waiver application would be considered on an individual basis in order to determine that the circumstances fall within the defined parameters set out in the Waiver Policy and support the public interest which the Professional Standards are meant to safeguard. The process is more manageable from an administrative standpoint and also supports the collection of data which will be further analyzed for trends and any potential changes to the standards that the Council may want to consider in the future.

Members of the Council approved the policy and waiver advising that a clear communication strategy be developed for both practising midwives and the public.

**MOTION:** THAT THE APA TYPE 1 POLICY BE RESCINDED; AND THAT THE WAIVER POLICY – STANDARDS BE APPROVED AS PRESENTED.

Moved: Lilly Martin  
Seconded: Sally Lewis  
CARRIED

## **10. Registration Committee – Class Change Policies**

Nadja Gale, Manager of Registration provided background to the Class Change policies and some inconsistencies in the requirements for certificate issuance which make application processing difficult to manage. The committee is proposing that class change applications would be processed solely in accordance with the requirements outlined in the Registration Regulation, distinguishing current clinical experience and active practice. The process for the evaluation of current clinical experience will be more straightforward where members will be consistently evaluated against the same criteria when determining if a member fulfills the requirements for issuing of a General certificate of registration.

### **MOTION:**

1. That the Reissuing a General Certificate to the Holder of an Inactive Certificate Policy be rescinded, effective immediately.

2. That the Policy on Active Practice Requirements and the Requalification Program Policy be amended as presented to remove references to active practice and class change, effective immediately.

Moved: Rochelle Ivri  
Seconded: Claire Ramlogan-Salanga  
CARRIED

## 11. Executive Committee

The Sexual Abuse Prevention Policy (SAPP) was presented to Council for information. The policy was revised by the Executive Committee to provide a clear definition of the beginning and end of the midwife-client relationship, for the purpose of defining sexual abuse of clients by midwives, and to align with definitions set by the Minister of Health's Regulation.

Carolyn Doornekamp, Director of Operations presented the Q4 Statement of Operations. The statement included adjustments from the external auditor which did not change the statement significantly from when the Executive Committee reviewed it. Council discussed the timing of the financial statements from the auditor. Council directed the Executive Committee to approve the financial statements prior to Council's next meeting if the auditor provides a clean opinion and there are no significant changes, in order to meet the deadline of approving within six months of year end.

**MOTION:** That the Q4 Statements of Operation be approved as presented.

Moved: John Stasiw  
Seconded: Deirdre Brett  
CARRIED

## 12. IN CAMERA

**MOTION:** THAT THE PUBLIC BE EXCLUDED FROM THE MEETING PURSUANT TO CLAUSE 7.2(B) OF THE HEALTH PROFESSIONS PROCEDURAL CODE OF THE REGULATED HEALTH PROFESSIONS ACT, 1991, IN THAT FINANCIAL OR PERSONAL OR OTHER MATTERS MAY BE DISCLOSED OF SUCH A NATURE THAT THE HARM CREATED BY THE DISCLOSURE WOULD OUTWEIGH THE DESIRABILITY OF ADHERING TO THE PRINCIPLE THAT THE MEETINGS BE OPEN TO THE PUBLIC AT, 1:15PM.

MOVED: Jan Teevan  
SECONDED: Rochelle Ivri  
CARRIED

**MOTION:** THAT THE MEETING RESUME OPEN SESSION at 3:05pm

MOVED: Jan Teevan  
SECONDED: Lisa Nussey  
CARRIED

### 13. Registrar's Report

Kelly Dobbin, Registrar gave a summary of her written report including general highlights, updates on strategic priorities, stakeholder engagement and executive expectations.

#### **General By-Law: Proposed Changes**

A draft of the proposed changes to the General By-law was presented to the Council. The proposed revisions incorporate Council's decision in December 2017 to appoint non-council public members on Committees. They also include revisions to eligibility criteria for election and appointment Council, as well as Council disqualification criteria to align with the recently proposed changes to Article 14 of the General By-law (the Register). Changes to incorporate gender inclusive language and general improvements for clarity and cohesion with College governance policies are also included.

Council reviewed all the proposed changes and suggested edits as noted in the motion, before approving draft for public consultation.

**MOTION:** That the proposed General By-laws (excluding Article 14, Register) be approved for 60-day consultation with the minor amendments discussed, and the following changes:

#### Article 5.08

- remove items (k) and (l)
- add to (q) and (r) "notation on the Register"

MOVED: Wendy Murko

SECONDED: Lisa Nussey

IN FAVOUR: Tiffany Haidon, RM; Deirdre Brett; Rochelle Ivri; Jennifer Lemon; Lilly Martin, RM; Wendy Murko, RM; Jan Teevan, RM; John Stasiw; Lisa Nussey, RM; Claire Ramlogan-Salanga, RM; Isabelle Milot, RM; Sally Lewis

OPPOSED: None

ABSTAINED: Edan Thomas, RM

#### **Birth Centre Facility Standards & Clinical Practice Parameters (FS & CPP)**

Kelly Dobbin, Registrar presented the draft Facility Standards & Clinical Practice Parameters (FS & CPP) for Midwife-Led Birth Centres (MLBCs) in Ontario. The College is responsible for setting the FS & CPP for the MLBCs which also serves as the basis for assessments.

It was noted by Council that under section 4.1 regarding the qualifications of the Quality Advisor for the MLBC, that the qualifications should align with the those set in the General by-laws regarding eligibility for Council. However, the Council proposed a change to item (r) "has not been required by a panel of the Inquiries, Complaints and Reports Committee to complete a specified continuing education or remediation program in the preceding three (3) years;" advising that the three-year stipulation should be removed.

**MOTION:** That the Registrar's Report and the proposed Facility Standards & Clinical Practice Parameters for Midwife-Led Birth Centres be approved effective January 1, 2019, with the following amendments:

Section 4.1 Quality Advisor

- Keep consistent with 5.08 eligibility criteria in by-laws
- Removing three-year timeline from item (r) related to SCERPs

Moved: Rochelle Ivri  
Seconded: Isabelle Milot  
CARRIED

The presentation to Council on the topic of the Staff Operations Manual was deferred.

#### **14. PROPOSED COUNCIL MEETING DATES 2019**

Council discussed the proposed dates in 2019 as designated training and meeting days. It was decided that the December date be changed to December 10-11, 2019.

**MOTION:** TO APPROVE the following COUNCIL Training and Meeting Dates for 2019:

March 19-20, 2019  
June 25-26, 2019  
October 8-9, 2019  
December 10-11, 2019

Moved: John Stasiw  
Seconded: Jan Teevan  
CARRIED

#### **15. ADJOURNEMENT**

**MOTION:** THAT THE MEETING BE ADJOURNED AT 5:05pm.

Moved: Rochelle Ivri  
Seconded: Jennifer Lemon  
CARRIED