

Minutes

Present

M. Sloan, Chair
P. Andrade
C. Barnet
C. Beemer
Y. Blackwood
D. Burger
D. Cutler
R. Davidson
T. Dion
C. Egerton
C. Evans

A. Fox
G. Fox
J. Furletti
D. Graystone
M. Hogard
T. Holland
A. Jewell (Wednesday)
R. MacKay
M. MacMillan-Gilkinson
C. Manning
A. Molloy

N. Osbourne James
D. A. Prillo
S. Robinson
G. Rudanycz
M. Tuomi
D. Walia
C. Ward
C. Williams
H. Whittle
I. Wiltshire-Stoby

Regrets

J. Jamieson

A. Jewell (Thursday)

D. Mattina

Staff

J. Anderson
A. Coghlan
J. Hofbauer, Recorder
E. Horlock

F. Ismail
D. Jones
B. Knowles
K. McGovern

K. McCarthy
S. Mills
C. Stanford

Agenda

The agenda had been circulated. M. Sloan noted that an addendum to agenda item 4.2.3 regarding education for Nurse Practitioner prescribing of controlled substances had been distributed. It will be addressed as part of the original agenda item.

Motion 1

Moved by H. Whittle, seconded by M. Hogard,

That the agenda be approved as circulated.

CARRIED

Council minutes

In December, a clarifying amendment was suggested to the September 2016 minutes regarding the assessment of international applicants. Revised minutes had been circulated. It was identified that further clarification is required. The minutes will be further amended and brought back to the Council meeting later in the day.

Minutes of the Council meeting of December 7 and 8, 2016 had been circulated.

Motion 2

Moved by A. Molloy, seconded by R. Davidson,

That the minutes of the Council meeting of December 7 and 8, 2016 be approved as circulated.

CARRIED

Strategic Plan Report

Council members had received the annual update report on the Strategic Plan. Members of the Leadership Team highlighted selected key performance indicators and plans to move each indicator towards the goal.

The President opened the floor for discussion flagging two questions:

- From the public interest/public safety perspective, what are the big opportunities?
- Is CNO on track for meeting the objectives of the Strategic Plan?

In relation to building confidence in nursing regulation, there was question about whether the College has the right key performance indicators for nurse engagement and employer commitment.

B. Knowles noted that over the next few years, the College will be exploring whether the key performance indicators are properly calibrated.

Indicators must be measurable and there must be data available. Council was reminded that there are a wide range of other activities that contribute to the College meeting the strategic objectives that are not reflected in the key performance indicators.

There was discussion about the changes in practice support and how that might impact nurse engagement. It was noted that the College is still in the process of evaluating approaches to practice support. The goal is to support all nurses in providing safe care.

Currently, the College is taking e-mail enquiries. E-mail enquiries are allowing the College to better track issues and develop resources to support all nurses based on issues that emerge in the e-mails.

There was discussion about the timeline for investigating complaints. The 2017 budget includes resources for additional investigators to address backlogs and reduce the timeline. The

legislated timeframe is a challenge for all regulators. Changes are proposed in Bill 87 that will separate the timelines for negotiating resolutions and investigations.

There was discussion about the need for links with the educational system so that students graduate with an understanding of their accountability to the College. J. Anderson highlighted the engagement with educators through the Academic Reference Group. She reminded Council that all applicants must pass the jurisprudence examination which tests an applicant's understanding of the standards and accountability to the public through the regulator.

Nurse Practitioner prescribing controlled substances

M. Sloan reminded Council that in December 2016, it had approved regulation and by-law changes to provide a framework to support safe Nurse Practitioner prescribing of controlled substances. Council also approved two programs that, if completed, would meet the requirements set out in the regulation to authorize a Nurse Practitioner to prescribe a controlled substance.

The regulations and by-laws had been approved for publication. They were circulated to all members with the December edition of *The Standard* and sent concurrently to stakeholders. Council members received reports on the feedback to the regulation and by-law amendments. E. Tilley, Strategy Consultant, provided an overview of the feedback to the proposed amendments and an update on the number of Nurse Practitioners who have completed and are in the process of completing the required education.

She noted that the overall response to the proposed changes was positive. She highlighted some of the concerns and shared the literature regarding prescribing of controlled substances by practitioners other than physicians – including Nurse Practitioners.

Council was informed that the Ministry continues to see this as an urgent priority and the goal remains having Nurse Practitioners authorized to prescribe controlled substances by March 31, 2017.

Proposed amendment to the Controlled Acts Regulation

M. Sloan noted that Council approved the regulation for circulation because it believed the amendment is in the public interest and provides a framework for safe prescribing of controlled substances. She asked if there was anything in the feedback to lead Council members to believe that this regulation is not in the public interest.

Motion 3

Moved by G. Fox, seconded by, M. Hogard,

That the proposed amendments to Part III (Controlled Acts) of Ontario Regulation 275/94 (General) under the *Nursing Act, 1991*, as shown in Attachment 1 to the briefing note, be approved for forwarding to government for its review and approval.

CARRIED

Council will be informed when the regulation comes into effect.

Follow-up Action

Submit regulations to government.
Inform members and stakeholders when regulations come into effect.
Executive Director and CEO

Proposed By-Law Amendments

In December 2016, Council had approved by-laws related to the register, for circulation. M. Sloan noted that on the whole, the feedback had been positive. Two organizational stakeholders had concerns about placing a restriction on the register if a Nurse Practitioner has not taken the education program. A sample of how the proposed restriction would appear on the register and how it will be clearly explained was provided.

Council was reminded that it grappled with this issue and came to the conclusion that being clear and transparent was critical to public safety. M. Sloan asked Council if there is anything in the feedback that leads it to believe the proposed by-law amendments are not in the public interest.

It was noted that the proposed by-law amendments will be effective once the regulation comes into effect. M. Sloan reminded Council that a 2/3 majority is required to pass a by-law.

Motion 4

Moved by M. Tuomi, seconded by H. Whittle,

That the proposed amendments to By-Law No 1: General, as shown in Attachment 1 to the briefing note, be approved to take effect when proposed regulatory amendments described in item 4.2.1 are approved.

CARRIED

Follow-up Action

Amend by-laws when regulation is approved.
Post restrictions on the record of Nurse Practitioners who have not successfully completed an approved program when the regulation comes into effect.
Inform members, stakeholders and the public about the change and what the restriction means.
Executive Director and CEO

Proposed Controlled Substances Education

The amendments to the controlled acts regulation require that Nurse Practitioners must complete education to prescribe controlled substances. H. Whittle declared a conflict of interest and left the room.

In December 2016, Council approved two controlled substances courses that had been reviewed nationally and provincially.

Council considered approving additional education options:

- The program at the University of Toronto has been assessed by College staff as meeting the requirements.
- The program from the University of Manitoba was approved by the board of the College of Registered Nurses of Manitoba. They used the same evidence and process the College uses to determine whether to approve this program.

Motion 5

Moved by G. Fox, seconded by C. Egerton,

That Council approve the following controlled substances education, for the purposes of proposed clauses 17.1(2)1 and 17.1(3) of Part 3 (Controlled Acts) of Ontario Regulation 275/94 (General):

1. University of Manitoba's Nurse Practitioner education program, graduates from 2016 onward; and,
2. University of Toronto's Controlled Drugs and Substances: Essential Management and Prescribing Practices course, effective immediately.

CARRIED

H. Whittle returned to the meeting.

Follow-up Action

Inform Nurse Practitioners of the additional approved programs.
Executive Director and CEO

Nurse Practitioner Practice Standards

M. Sloan reminded Council that this standard was being revised prior to the introduction of the proposed changes related to Nurse Practitioner prescribing of controlled substances. In June 2016, Council provided input into the risk framework. She noted that the draft standard is the result of extensive consultation including consultation with the public.

R. Moghabghab, Advanced Practice Consultant, outlined the key changes in the proposed standard:

- removing duplication with other standards;
- identifying and addressing risks, including risks related to the prescribing of controlled substances; and
- aligning with the entry to practice competencies for Nurse Practitioners.

Motion 6

Moved by S. Robinson, seconded by A. Molloy,

That Council approve the Nurse Practitioner practice standard as it appears in Attachment 1 to the briefing note, to replace the existing Nurse Practitioner practice standard once the proposed amendments to Part III (Controlled Acts) of Ontario Regulation 275/94 (General) under the Nursing Act, 1991, are in effect.

CARRIED

Follow-up Action

Publish revised Nurse Practitioner practice standard – to be effective when the revised controlled act regulation regarding Nurse Practitioner prescribing of controlled substances comes into effect.

Executive Director and CEO

PN Program Approval

A. M. Shin, Manager Education Program, outlined how program approval contributes to protecting the public interest. She highlighted the program approval process.

La Cité Practical Nurse Program

A. Jewell declared a conflict of interest for decisions about La Cité and the programs without a change in approval status and left the meeting.

M. Sloan reminded Council of the history of this issue. A. M. Shin highlighted the approval recommendation and rationale. She reported that La Cité provided an exemplary curriculum. It is being recommended for approval as a new program. It was noted that along with the curriculum, La Cité has made other changes to enhance its program.

It is standard procedure that new programs receive conditional approval. This is because time is needed to collect data for the exam results and key performance indicators. It was also clarified that if Council approves the new program, it will be monitored on an annual basis. Council will be able to monitor the exam results and key performance indicators.

Motion 7

Moved by R. Davidson, seconded by G. Rudanycz,

That Council approve with conditions La Cité's new Practical Nurse Diploma Program, for the purposes of subparagraph 1(i) of subsection 3(1) of the College's Registration Regulation (being Part II of Ontario Regulation 275/94, as amended, made under the Nursing Act 1991).

CARRIED

Practical Nurse Program Approval – Programs where there is no change in approval status

Council reviewed the recommendations regarding programs where there is no change in approval status.

Motion 8

Moved by C. Egerton, seconded by C. Evans,

That the approval status of the following full diploma Practical Nurse Programs remain Category 1: Approved:

Algonquin College, Cambrian College, Canadore College, Conestoga College, Confederation College, Durham College, Fanshawe College, Fleming College, Georgian College, Humber College, Lambton College, Loyalist College, Mohawk College, Niagara College, Northern College, Sault College, Sheridan College, St. Clair College, St. Lawrence College; and

That the approval status of the following full diploma Practice Nurse Programs remain Category 2: approved with conditions:

Centennial College, George Brown College

CARRIED

It was confirmed that the approval status of programs is listed on the College's website.

A. Jewell returned to the meeting.

Practical Nurse Program Approval – Programs where there is a change in approval status

The reasons for the proposed changes in program approval status were highlighted in the briefing note.

Motion 9

Moved by D. Cutler, seconded by H. Whittle,

That Council approve a change in status from Category 1: approved to Category 2: approved with conditions for:

- Boreal College, full diploma program; and
- Centennial College, specified program for IENs.

CARRIED

PN Program Approval – Deferral of decision re. Seneca College

A. M. Shin highlighted the reasons for the proposal that Council defer its decision regarding Seneca College. She noted that Seneca is preparing a curriculum for a new program and Council will be considering whether to approve the new program in June.

It was confirmed that, pending Council's decision, Seneca College has been admitting new students. Going forward, it has committed to not admitting students or accepting transfers until a new program is approved.

Motion 10

Moved by M. Sheculski, seconded by D. A. Prillo,

That Council defer the decision on whether to continue to approve Seneca's Practical Nurse Diploma Program for the purpose of subparagraph 1 (i) of subsections 3 (1) of the College's Registration Regulation [(being Part II of the Ontario Regulation 275/94, as amended, made under the Nursing Act (1991))] until Council's June 2017 meeting, providing that Seneca College agrees as follows:

1. To stop student admissions into their Practical Nurse Diploma program as of March 9th, 2017.
2. To suspend the transfer of students into the program as March 9th, 2017.
3. To submit a new curriculum for review in accordance with the preliminary review process for conditional approval.

CARRIED

It was confirmed that program status is available on the College's website. It was suggested that the College consider informing boards of education about the program approval process.

Follow-up Action

Notify programs of approval status.
Post approval status on cno.org.
Add consideration of Seneca College program to June Council agenda.
Executive Director and CEO

Assessment of international applicants

M. Sloan noted that entry to practice is an important public protection mechanism. She reminded Council that it made changes in September to broaden the opportunities for international applicants to demonstrate that their education and practice experience is equivalent to a Canadian program.

S. Vogler, Manager of Entry to Practice provided an update on the impact of implementation of the National Nursing Assessment Service (National Service). Council was informed that the National Service is reviewing its assessment tool. Council will be updated when the review is completed.

The College has received the draft Office of the Fairness Commissioner (the Office) assessment of registration processes. The Office was positive about the changes that Council approved. The Office had two recommendations which the College will work on. Once the report is final, it will be shared with Council members, for information.

It was confirmed that some progress has been made and some additional applicants have been registered. It was noted that it is too early to assess the impact of the addition of an

assessment of applicants' nursing employment that Council approved in September. An update will be brought to Council for discussion when more data is available.

Follow-up Action

Council members to receive link to Office of Fairness Commissioner's assessment.
Updates to Council when data on impact of change and following National Service tool review.
Executive Director and CEO

Minutes

Proposed additional amendments to the September 2016 minutes were read.

Motion 11

Moved by R. MacKay, seconded by H. Whittle,

That the minutes of the Council meeting of September 2016 be approved as amended.

CARRIED

Bill 87

Council had received a briefing on Bill 87 – Protecting Patients Act. The legislation proposes extensive amendments to the *Regulated Health Professions Act* including:

- Increasing powers of the Minister, including the ability to set the structure of statutory committees through regulation;
- Heightened provisions to prevent and address sexual abuse and support victims; and
- Enhanced provisions for transparency.

Council was informed that the College is working with the Federation of Health Regulatory Colleges (the Federation) and the Advisory Group for Regulatory Excellence (AGRE) in analyzing and responding to the legislation.

Health regulators are largely supporting the intent of the legislation and the major changes and focusing on where they can offer support and expertise in best meeting the intent of the legislation. For example, when the Minister develops regulations related to the membership of statutory committees, the College can share its expertise on competency based appointments developed through the governance review.

There was discussion about the new transparency provisions. The College has implemented most of the changes. It is proposed that cautions and specified continuing education or remediation programs remain on the register permanently. Council asked that the inconsistency of this with the provision for removal of some Discipline decisions after six years be flagged. If these decisions remain permanent, it will be critical that the explanation on the register be clear.

There was discussion about the need to ensure that there will be privacy protection for the personal health information of members that may be provided to the Minister upon request.

A. Coghlan informed Council that she had just received confirmation that the Ministry will be working with an independent advisor who will be reviewing the recommendations from the

Sexual Abuse Task Force and proposed Bill 87 changes and providing expert advice to the Minister.

Council will be kept up to date on any new developments regarding Bill 87. If there is time, the College's submission will be brought to Council. If not, it will be reviewed by the Executive and sent to government.

Annual reports of statutory committees

M. Sloan noted that statutory committees make an important contribution to protecting the public. There is a requirement in the legislation that statutory committees report to Council annually. Chairs of statutory committees highlighted the annual reports.

There was discussion about the increase in reports and complaints of sexual abuse. It was identified that while the cause is not known, it may relate to increased societal awareness of sexual abuse.

There was a question about whether there is a trend in relation to boundary violations with the use of social media. Several years ago, the College had seen an upward trend of issues related to the inappropriate use of social media by nurses. The College provided guidance about the professional obligations of nurses when using social media. Since then, the number of concerns have evened out and may be dropping a little.

What's Hot – Report of the Executive Director and CEO

A. Coghlan reported on operational activities related to:

- Regulatory change;
- Stakeholder engagement; and
- Collaboration with other regulators.

Staff have met with the Ministry regarding Bill 87. The Ministry has confirmed that they are committed to learning from regulators to avoid unintended consequences when developing regulations.

It was identified that the initial focus will be on regulations related to sexual abuse. The Ministry has signalled that it is interested in the work of Council's Governance Task Force in relation to the restructuring of statutory committees.

A. Coghlan noted that the Minister has publicly announced that the government plans to amend the Nursing Act to allow RNs to communicate a diagnosis and prescribe medication. The Ministry will be meeting with the College later in March as it moves forward with this priority.

The College has provided information on this topic on its website and Facebook. Council will be kept up to date. If the Ministry holds to the Minister's timelines, this issue will be on the agenda for the June 2017 Council.

A. Coghlan shared some examples of the College seeking opportunities to share knowledge and influence the system where care occurs. The College and the Inspection Branch of the

Ministry of Health and Long-Term Care are collaborating to identify opportunities to enhance long-term care.

The College is planning to consult and engage with employers on their role in providing information through mandatory reports.

The College's Academic Reference Group brings together the College and the academic sector to:

- discuss regulatory issues that affect education; and
- get feedback from educators on some of the potential implications of regulatory change.

The College has also created a webpage for educators.

M. Sloan shared highlights of the College's meeting with the Registered Nurses' Association of Ontario. The association raised its concerns about the College's approach to the controlled act of psychotherapy. She reminded Council that correspondence on this issue was included in the information package for the meeting.

The College continues to actively collaborate with other regulators. M. Sloan reported on the strategic planning session of the Canadian Council of Registered Nurse Regulators. She noted that one outcome is that there will be an annual in-person meeting involving the CEOs and board chairs. An online discussion room is being set up for board chairs.

A. Coghlan noted that the College continues to collaborate nationally on the establishment of a Canadian data-base of registration and discipline decisions for regulators. College staff has been instrumental in developing a unique nurse identifier which is key to the system. Funding will be sought for an evaluation of the readiness of regulators to participate.

The Canadian Council of Registered Nurse Regulators will be reviewing the RN entry-to-practice competencies. They will be working with a consultant and an advisory group of regulators. Council will be updated during the year as the project progresses.

Council was informed that there is considerable interest in Council's Governance Vision 2020. The Advisory Group for Regulatory Excellence has adopted the vision as a foundation of its governance work. A letter from AGRE was shared with Council.

The College has been formally invited to present the governance vision to the Councils of the College of Optometrists and the College of Physicians and Surgeons of Ontario. Meetings have been scheduled with the Ministry to discuss how Vision 2020 can support the Minister's goals for health care regulation.

In response to a question, it was confirmed that the College collaborates with the Canadian Council of Practical Nurse Regulators and is considering joining the Council.

There was discussion about the opioid crisis. It was noted that the Canadian Council of RN Regulators (the Canadian Council) attended the opioid summit co-hosted by the Federal and Ontario Ministers of Health. The Canadian Council has made a commitment to develop common tools for Nurse Practitioners across the country to support safe prescribing of opioids.

The College is also working in collaboration with the provincial government and the Colleges of Pharmacy and Physicians and Surgeons on issues related to opioids. She also reminded Council that the Nurse Health Program, which is in development, will provide quick access to treatment for nurses with substance use disorders.

Executive Committee

Council received minutes of the Executive Committee meeting of February 16th. In addition to addressing issues coming forward to Council, the Executive received correspondence from the Registered Nurses' Association of Ontario about the controlled act of psychotherapy. Council members had received a copy of the correspondence.

Finance Committee Report

C. Barnet presented the report of the Finance Committee meeting of February 16, 2017. Council members had received copies of the unaudited financial statements for the year ended December 31, 2016. C. Barnet noted that the deficit of \$1.3M is \$1M less than budgeted. The financial impact of the change in accounting for the College's new information system is included in the year-end financial results.

Motion 12

Moved by C. Barnet, seconded by M. Hogard,

That the unaudited financial statements for the year ended December 31, 2016 be accepted as circulated.

CARRIED

Proposed By-Law Amendments

C. Barnet reported that the Finance Committee is recommending amending the by-laws to remove payment by cheque and money order. This supports the implementation of the new information system which is designed to automate processes. C. Barnet noted that Council received information showing the declining use of cheques.

It is proposed that the by-law amendments removing payment by cheque come into effect on June 1st, the month the new information system is scheduled to go live.

M. Sloan noted that this by-law amendment does not need to be circulated. She reminded Council that a 2/3 majority is needed to amend a by-law.

Motion 13

Moved by C. Barnet, seconded by T. Holland,

That Council approve the proposed amendments to By-Law No. 2: Fees and By-Law No 4: Health Profession Corporations, as they appear in Attachment 3 to the Finance Committee report, to come into effect on June 1, 2017.

CARRIED

Follow-up Action

Inform members and applicants about change in payment options.
Amend by-laws and implement change on June 1, 2017.
Executive Director and CEO

Council vacancy

Council had received the recommendation of the Election and Appointments Committee re. the vacancy created by L. Sanderson's resignation.

Motion 14

Moved by A. Molloy, seconded by J. Furletti,

That the RPN Council member position from the Northeastern District remain vacant until the newly elected member takes office in June 2017.

CARRIED

A member of Council asked if there was a Canadian based company that could be contracted to manage the Council elections.

Code of conduct workgroup

L. Sanderson had been a member of the Code of Conduct Workgroup. With her resignation, the number of members has been reduced from the five set in the terms of reference to four. Council was asked whether it wished to add another member.

The Code of Conduct workgroup provided feedback to Council, noting that significant progress has been made to date in meeting its terms of reference.

In a straw vote, Council indicated that it has confidence in the current membership to meet the terms of reference of the workgroup and another member will not be added.

Establishing Council's Governance Workgroup

M. Sloan noted that in December, Council approved the governance vision for the future and agreed to establish a Governance Workgroup composed of Council members.

Council received a briefing note about establishing the workgroup. A competency based approach to selecting the workgroup members was supported and no changes were suggested to the competencies identified.

There was support for the proposal that the serving President be the Chair of the Workgroup and that it be made up of members who are active on Council.

Draft terms of reference were attached to the briefing note.

Motion 15

Moved by G. Fox, seconded by M. Tuomi,

That Council approve the terms of reference for the Governance Workgroup as they appear in attachment 1 to the briefing note

CARRIED

Council discussed options for the selection of members of the workgroup. Through a show of hands, it was confirmed that the four Council members on the governance Workgroup will be elected by Council members.

Follow-up Action

Circulate an e-form for Council members to volunteer to serve on the Governance Workgroup.
Hold an e-election for the members of the Governance Workgroup.
Inform Council about the outcome of the election.
Executive Director and CEO

M. Sloan reminded Council that there has been a lot of positive feedback to the Governance vision. Council's decisions in December have put Council at the forefront of regulatory discussions in Canada and abroad.

Recess

At 3:45 p.m., Council recessed to reconvene at 9:00 a.m. on Thursday, March 9, 2017.

Thursday March 9

Election of the Executive Committee

M. Tuomi, Chair of the Election and Appointments Committee drew the names of the scrutineers for the election of the Executive Committee.

Motion 16

Moved by C. Williams, seconded by G. Rudanycz,

That M. Hogard, R. MacKay and I. Wiltshire-Stoby be scrutineers for the election of the 2017-2018 Executive Committee.

CARRIED

Officer election

M. Tuomi noted that this is the first election of the full Executive Committee. In accordance with the process set out in by-law, the officers will be elected first and then the other members of the Executive Committee.

M. Tuomi reviewed the nominees:

President:

Cheryl Barnet
Dalton Burger

Vice-President-RN:

Cheryl Evans
Sandra Robinson

Vice-President-RPN:

Terry Holland
Connie Manning

M. Tuomi called for nominations from the floor. None were forthcoming.

Motion 17

Moved by G. Fox, seconded by R. MacKay,

That nominations for the election of the 2017-2018 officers be closed.

CARRIED

M. Tuomi highlighted the election process and the guidelines for questions. Candidates for office each made a short speech and answered questions from the floor.

Ballots were distributed to Council members. After a pause and at the request of the Chair, the scrutineers collected the ballots in the ballot box. Council broke to allow time to count the ballots.

After Council reconvened, M. Tuomi informed Council that the following were elected as the 2017-2018 Council officers:

| | |
|---------------------|----------------|
| President | Dalton Burger |
| Vice-President, RN | Cheryl Evans |
| Vice-President, RPN | Connie Manning |

Election of the other members of the Executive Committee

M. Tuomi noted that since there is a public member President, Council will be electing one nurse and one public member to the Executive. M. Tuomi highlighted the current nominees:

| | |
|---------------|----------------|
| Public Member | Cathy Ward |
| Nurse Member | Cheryl Barnett |

M. Tuomi called for nominations from the floor, noting that three nominators are needed.

Nomination

C. Beemer, R. MacKay and I. Wiltshire-Stoby nominated D. Graystone for the position of nurse member of the Executive Committee.

M. Tuomi called again for nominations from the floor and none were forthcoming.

Motion 18

Moved by C. Ward, seconded by R. Davidson,

That nominations for the other members of the Executive Committee be closed.

CARRIED

M. Tuomi noted that C. Ward has been acclaimed as the public member of the Executive Committee.

The nurse candidates, C. Barnett and D. Graystone, each spoke briefly to Council and responded to questions from the floor.

Ballots were distributed to Council members. After a pause and at the request of the Chair, the scrutineers collected the ballots in the ballot box. Council broke to allow time to count the ballots.

On return, the Chair informed Council that the election was tied. Council agreed to defer the second election until after the speaker and discussion about the Quality Assurance program.

Quality Assurance Program of the Future

Council members had received a literature review on quality assurance.

Dr. Brian Hodges, Professor in the Faculty of Medicine and the Faculty of Education at the University of Toronto; Currie Chair in Health Professions Education Research at the Wilson Centre and Executive-Vice President Education at the University Health Network (Toronto General, Toronto Western, Princess Margaret, Toronto Rehab Hospitals and the Michener Institute) presented on *Competence and the Health Care Professional of the Future*.

Following Dr. Hodges presentation there was a discussion with Council.

A member identified that continuing competence is key for nursing and that a system of shared responsibility between the practitioner, regulator and employer as identified in the literature review is an interesting model.

There was discussion about the finding in the literature review that individuals who have spent longer in practice are more at risk. It was flagged that the College might want to consider identifying areas of risk and focusing on those.

It was noted that the literature does not yet provide a causal link between participation in a quality assurance program and enhanced public safety. It was suggested that the College develop performance indicators for future quality assurance to measure the outcomes in relation to patient safety.

It was identified that it will be a significant challenge to change the mindset of nurses so that they understand their accountability for ongoing participation in the quality assurance program and see it as an opportunity to show patients, colleagues and health care leadership that nurses deliver quality care and keep their practice current.

Election of the 2017-2018 Executive Committee (continued)

Second ballots for the nurse position on the Executive were distributed to all Council members. After a pause and at the request of the Chair, the scrutineers collected the ballots in the ballot box. Council broke to allow time to count the ballots.

The scrutineers reported another tie. In accordance with the By-Laws, the Chair of the Election and Appointments Committee broke the tie by drawing the name of the selected candidate by lot. Council was informed that C. Barnet was drawn and will be the nurse member of the 2017-2018 Executive Committee. In addition to the officers, C. Barnet and C. Ward will be members of the 2017-2018 Executive.

Motion 19

Moved by R. Davidson, seconded by C. Williams

That the ballots for the election of the 2017-2018 Executive Committee be destroyed.

CARRIED

Interim Vice-President - RPN

In accordance with the College's by-laws, the Vice-President, RPN vacancy created by L. Sanderson's resignation must be filled. M. Tuomi, Chair of the Election and Appointments Committee noted that there were no advance nominations and called for nominations from the floor. She noted that three nominators are required.

Nomination

G. Fox, T. Holland and H. Whittle nominated C. Manning to fill the Interim Vice-President, RPN position.

There were no further nominations from the floor. C. Manning was acclaimed as the interim Vice-President, RPN and will hold office until June 7, 2017.

Code of Conduct

D. Graystone introduced the report of the Code of Conduct Workgroup. She informed Council that all of the documents used by the workgroup are on the Council's portal. She noted that the workplan for the project reflects the terms of reference set out by Council. The workgroup will seek Council input at every step.

R. Steinecke, who advises the workgroup, provided a presentation on the key decision points in establishing the framework for the new Code. By show of hands, Council supported that the new code will:

- be expectational – in by-law
- be principled
- be comprehensive
- have a detailed enforcement process and
- have a wide range of sanctions.

It was suggested that the process for addressing concerns begin, wherever appropriate, with an informal conversation between the member who has the concern and the member with whom there is a concern.

Interim group to address complaints

The workgroup suggested that addressing concerns about breaches of the Code of Conduct be included in the role of the new Governance Committee.

Two options were presented to Council for direction as to the group to address concerns on an interim basis before the governance vision is implemented: the Executive Committee or an interim governance committee created to address concerns about breaches of the code.

Through show of hands, Council confirmed that, until a Governance Committee is established on implementation of Council's governance vision, the Executive Committee will address any complaints about concerns regarding a breach of the Code.

Council commended the workgroup for providing clear information about its decisions and rationale. In June, Council will receive the first draft of the new Code of Conduct.

Follow-up Action

Prepare a draft Code of Conduct for Council review in June.
Review and, if needed, amend the terms of reference of the Executive Committee to include addressing concerns about breaches in the Code of Conduct.
Executive Director and CEO

Statutory committee chairs

The Executive Committee recommends statutory committee chairs to Council. M. Sloan described the process used to select the Chairs.

Motion 20

Moved by A. Molloy, seconded by J. Furletti,

That Council appoint, to take effect on June 7, 2017, the following 2017-2018 statutory committee chairs:

| | |
|---------------------|-------------|
| Discipline | G. Fox |
| Fitness to Practise | C. Williams |
| Quality Assurance | H. Whittle |
| Registration | C. Ward |

CARRIED

Committee appointments

Council had received a report from the Election and Appointments Committee highlighting the approach used in determining appointments to statutory committees. M. Tuomi reviewed the membership of the committees, noting the rationale for appointment of each of the new members.

Motion 21

Moved by M. Tuomi, seconded by C. Egerton,

That Council and committee members be appointed to statutory committees and the Finance Committee, effective June 7, 2017, in accordance with the list of committee appointments presented by the Election and Appointments Committee, and attached as appendix 1 to the minutes.

CARRIED

D. Burger flagged that as President, and in addition Chair of the Governance Workgroup, he will no longer have time to serve on the Registration Committee. A call for volunteers will be sent to

all public members of Council. In accordance with by-laws, the Executive Committee will fill the vacancy.

Follow-up Action

Circulate to public members a call for volunteers to serve on the Registration Committee. Executive Committee to recommend appointment to June Council.
Executive Director and CEO and President

Elections and Appointments Committee

Council received a briefing note with recommendations for the members and Chair of the 2017-2018 Election and Appointments Committee.

Motion 22

Moved by A. Fox, seconded by M. Hogard,

That the following be the Chair and members of the 2017-2018 Election and Appointments Committee:

C. Egerton, Chair; G. Fox; D. Graystone, C. Manning, D.A. Prillo, and M. Sheculski.

CARRIED

Sub-Committee on Compensation

The Finance Committee recommends the members and the Executive Committee recommends the Chair of the Sub-Committee on Compensation.

Motion 23

Moved by H. Whittle, seconded by G. Fox,

That the 2017-2018 Sub-Committee on Compensation be: Ella Ferris, Chair; Pam Hubley and Dennis Stapinsky.

CARRIED

Evaluation

Council de-briefed on its effectiveness in meeting the College's public interest mandate at this Council meeting.

M. Sloan shared her reflections on Council's accomplishments over the past year. She noted her perspective that the governance review was very forward thinking and is being embraced by others. She noted the progress being made in exploring a future quality assurance program and her hopes that the work of the College will lead change and inspire others.

Conclusion

At 3:00 p.m., it was

Motion 24

Moved by M. Hogard, seconded by H. Whittle,

That the last meeting of the 2016-2017 Council conclude.

CARRIED

Carried

DRAFT

Attachment 1
2017-2018 Committee Members
(Term begins June 7, 2017)

Executive Committee

Dalton Burger, PM, President
Cheryl Barnet, NP
Cheryl Evans, Vice-President, RN
Connie Manning, Vice-President, RPN
Cathy Ward, PM

**Inquiries, Complaints and Reports
Committee:**

Dalton Burger, PM, Chair
Pedro Andrade, RN
Shana Anjema, RN*
Cheryl Barnet, NP
Yvonne Blackwood, PM
Cheryl Evans, RN
Laura MacMillan, RPN*
Connie Manning, RPN
Debra Mattina, PM
Kyle Nielsen, RN*
Nicole Osbourne James, PM
Sandra Robinson, RN
Maria Sheculski, PM
Sherry Simo, RPN*
Katharina Skrzypek, RN*
Cathy Ward, PM

Discipline Committee

Grace Fox, NP, Chair
Laura Caravaggio, RPN*
Margarita Cleghorne, RPN*
Dawn Cutler, RN
Renate Davidson, PM
Spencer Dickson, RN*
Tanya Dion, RN
David Edwards, RPN*
Catherine Egerton, PM
Carly Gilchrist, RPN*
Debbie Graystone, NP
Terry Holland, RPN
Lina Kiskunas, RN*
Karen Laforet, RN*
Rob MacKay, PM
Mary MacMillan-Gilkinson, PM
Ashleigh Molloy, PM
Andrew Nemirovsky, RN*
Winsome Plummer, RN*
Desiree-Ann Prillo, RPN
Susan Roger, RN*
George Rudanycz, RN
Heather Stevanka, RN*
Sherry Szucskobedard, RN*
Margaret Tuomi, PM
Devinder Walia, PM
Terah White, RPN
Chuck Williams, PM
Ingrid Wiltshire-Stoby, RN
Public member vacancy

* Appointed committee member

Fitness to Practise Committee

Chuck Williams, PM, Chair
Candace Bretzer, RPN*
Renate Davidson, PM
Cathy Egerton, PM
Ashley Fox, RPN
Barbara Frayne, RN*
Fotyne Georgopoulos, RPN*
Mary MacMillan-Gilkinson, PM
Jennifer Mitton, RN*
Christine Noels, RN*
Kathleen Patterson, RPN
David Remy, RN*
Sheelagh Rutherford, RN*
Sarah Schell, RPN*
Fern Tarzia, RN*
Naomi Thick, RN
Marg Tuomi, PM
Kari Van Camp, NP*

Finance Committee

Cheryl Evans, Vice President - RN, Co-Chair
Connie Manning, Vice-President - RPN, Co-Chair
Dalton Burger, PM, President
Catherine Egerton, PM
Ella Ferris, RN*
Ashley Fox, RPN
Andrea Jewell, RN
Cathy Ward, PM

Quality Assurance Committee

Heather Whittle, NP, Chair
Sarah Flogen, RN*
Dana Hardy, RN*
Joe Jamieson, PM
Andrea Jewell, RN
Debra Mattina, PM
Janice McCallum, RN*
Desiree-Ann Prillo, RPN
Anneke (Janna) Schroder, RPN*
Maria Sheculski, PM
Devinder Walia, PM

Registration Committee

Cathy Ward, PM, Chair
Cheryl Beemer, RN
Cathy Egerton, PM
Carrie Heer, NP*
Ashleigh Molloy, PM
Maureen Ralph, RN*
Sara Salah, RN*
Kimberley Wagg, RPN

* Appointed committee member