

# MINUTES OF COUNCIL MEETING

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Held on December 12, 2018 9:30 am to 5:00 pm  
Boardroom (21 St. Clair Avenue East, Suite 303)

Chair: Tiffany Haidon, RM

Present: Tiffany Haidon, RM; Jennifer Lemon; Lilly Martin, RM; Lisa Nussey, RM; Wendy Murko, RM; Claire Ramlogan-Salanga, RM; Susan "Sally" Lewis; John Stasiw; Jan Teevan, RM; Edan Thomas, RM; Dierdre Brett; Maureen Silverman, RM; Karen Wood

Regrets: None.

Staff: Kelly Dobbin, RM; Carolyn Doornekamp; Marina Solakhyan; Shivani Sharma; Jieun Lee; Krista Mandani

Observers Sarah Kibaalya (Ministry of Health); Christine Allen (AOM) – AM only

Recorder Zahra Grant

1. Call to Order, Safety, Welcome and Land Acknowledgement

Tiffany Haidon, Chair, called the meeting to order at 9:30 am and welcomed all present.

2. Declaration of Conflict of Interest

No conflicts of interest were declared.

3. Proposed Agenda

**MOTION:** That proposed agenda be approved as presented.

Moved: Lisa Nussey

Seconded: John Stasiw

4. Consent Agenda

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

- Draft Minutes of October 11 and 12, 2018 Council Meeting
- Second Quarter reports:
  - Registration Committee
  - Quality Assurance Committee
  - Client Relations Committee

- Inquiries, Complaints and Reports Committee
- Discipline Committee
- Fitness to Practise Committee

be approved as presented.

Moved: Sally Lewis  
 Seconded: Wendy Murko  
 CARRIED

#### 5. President's Report

Tiffany Haidon, Chair, introduced her report to Council and provided general highlights.

Ms. Haidon also shared an important update with the Council regarding the College's operational funding grant from the Ministry of Health and Long-Term Care. On November 8, 2018 the College was informed by the Ministry that the operational grant that the College had requested and received on an annual basis for the past 25 years would no longer be issued. It was also noted that the decision was effective retroactively to April 2018. This news places the College's finances at a significant shortfall eight months into the fiscal year, however, under the guidance of the Executive Committee, plans to implement cuts and efficiencies at the operational and Council level are underway to ensure the College continues to deliver on its mandate. Although plans are aimed at minimizing the impact on the membership, the Council will need to propose membership fee increases at its next meeting in March 2019. Proposed changes will not impact the public.

MOTION: That the President's Report to Council be approved as presented

Moved: Jan Teevan  
 Seconded: Lilly Martin  
 CARRIED

#### 6. Registrar's Report & Operational Plan

The Registrar, Kelly Dobbin, introduced her report and provided a progress report of the 2018 Operational Plan.

All the initiatives in the 2018 operational plan were developed with the objective of meeting the College's strategic priorities. An overview of how the Strategic Plan for 2017-2020 was developed was provided for the benefit of new members to the Council. The registrar was happy to share that all initiatives, with the exception of the revised registration regulation, were achieved. Gratitude and congratulations were extended to staff, Council and committee members on a successful operational year.

With respect to the proposed changes to the registration regulation, in March 2018, the Council decided to delay submitting proposed changes to the Ministry. Midwifery practice in Ontario is evolving and there are changes to the way some midwives practice and how they are funded. It was decided that in consideration of these critical factors, it was important to re-analyze the policy decisions, particularly in the areas of competency and, currency of practice. There is opportunity in the upcoming year to work collaboratively with the Canadian Midwifery Regulators Council and regulators in other provinces on these issues.

Year two of the HIROC Risk-Assessment program is complete. A self-assessment checklist, all of the areas that were identified to complete this year have been completed. Participation in the program has shown to be a good tool for the evaluation and measurement of our effectiveness at mitigating risks at both program and operational levels.

Victoria Marshall, Communications Officer, shared with the Council the Stakeholder Engagement Strategy outlining the purpose and objectives and how they contribute to achieving the College's strategic goals. The College has a unique role, and we need to ensure that our relationships with our stakeholders serve our mandate of regulation in the public interest. The main stakeholders identified by the College have been divided into three categories: midwifery organizations and regulatory partners; professionals (current and future practitioners); and the public, including midwifery clients. The College will continue to strive to improve networks in the interest of regulatory excellence and will form collaborative relationships with others as appropriate.

MOTION: That the Registrar's Report including the Operational Plan be accepted as presented.

Moved: Edan Thomas  
Seconded: Wendy Murko  
CARRIED

7. Health Workforce Regulatory Oversight Branch, Strategic Policy and Planning Division

Allison Henry, Director, and Thomas Custers, Manager, from the Health Workforce Regulatory Oversight Branch were welcomed by the Council to answer questions related to the Ministry's position of no longer funding the College and to present on the Regulatory Oversight unit's proposed oversight and measurement framework to be implemented this year.

8. Executive Committee Report

Tiffany Haidon, Chair, introduced the Executive Committee's report to Council, beginning with the financial statements. Carolyn Doornekamp, Director of Operations, presented

the summarized Q2 Statement of Operations. The statements were approved by the Executive at their November meeting, and were presented to Council for information only.

The proposed committee composition as recommended by the Executive Committee was presented to the Council. The committee based their recommendations on the Expression of Interest form, the competency matrix and capacity building. Council was also asked to approve the Executive's recommendation to appoint five non-council committee members for one-year terms: Christi Johnston; Claudette Leduc; Amy McGee, Isabelle Milot and Alexandra Nikitakis.

MOTION:

That the Executive Committee report be accepted as presented.

That the Committee composition recommendations proposed by the Executive Committee be accepted as revised:

- That John Stasiw be appointed as chair of Discipline/Fitness to Practise.
- That Lilly Martin be appointed as chair of QAC.
- That Lilly Martin remain member of Discipline/Fitness to Practise.
- That Jan Teevan remain member of QAC.

Moved: Wendy Murko  
Seconded: Edan Thomas  
CARRIED

#### 9. 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 meetings be open to the public at 1:37 pm.

Moved: Jan Teevan  
Seconded: Lilly Martin  
CARRIED

MOTION: Be it resolved that Council move out of in-Camera at 3:30 pm.

Moved: Jan Teevan  
Seconded: Edan Thomas  
CARRIED

It was shared publicly that a decision was made in camera to extend the strategic plan for one year. This decision was made to allow focus on necessary actions that College will need to take for budget and operational planning.

10. Fetal Health Surveillance Policy

Jan Teevan, Chair of Quality Assurance Committee presented the recommendation that Council approve rescinding of the Fetal Health Surveillance (FHS) Policy. The recommendation is being brought forward on the basis that it is redundant to enforce a specific type of continuing education requirement, when continuing education is already incumbent on members through their QAP record reporting. FHS is a *Canadian Competency for Midwives* and midwives are required to maintain competency in all areas of midwifery practice as stated in the Professional Standards. Rescinding the policy does not pose a risk to the public.

MOTION: That the Fetal Health Surveillance Policy be rescinded.

Moved: Edan Thomas

Seconded: Lilly Martin

CARRIED

11. Guide on Caring for Related Persons

Deirdre Brett, Chair of the Client Relations Committee presented the Guide on Caring for Related Person. While other health regulatory Colleges such as the College for Physicians & Surgeons of Ontario has a clear policy that prohibits caring for relations, there is no literature or evidence within the context of midwifery care in Ontario to maintain this position as a standard of practice. The Guide was developed as a regulatory tool to inform midwives of the potential risks midwives should consider when making a decision to provide care to relatives and other individuals they hold a close relationship to.

The Council expressed some concern that having the Guide could be misconstrued by members as encouraged behavior. Although at this time there is no evidence to prohibit midwives from caring for related persons, the guide is not to be understood as encouragement. The Guide is meant to bring attention to members the issues that need to be seriously considered and acknowledge any potential risks before deciding to provide care.

The Council approved the Guide as a regulatory tool but made the suggestion for stronger language to highlight that providing care to relatives and close contacts is discouraged. Council also advised a that a different title would help with how the Guide is perceived.

MOTION: That the Guide on Caring for Related Persons be approved with the following revisions:

- Stronger language to illustrate discouragement of this type of care
- Title change

That the Standard on Caring for Related Persons be rescinded.

Moved: John Stasiw  
Seconded: Wendy Murko  
CARRIED

#### 12. Alternative Dispute Resolution (ADR) : Eligibility & Facilitator Policy

Wendy Murko, Chair of ICRC presented to Council the recommendation that the proposed Alternative Dispute Resolution Program be approved. To implement the program, three documents related to the program have been developed. The ADR Eligibility Policy, the ADR Facilitator Policy and the Guide to ADR. Currently, all complaints received by the College are resolved through referral to the *Inquiries, Complaints and Reports Committee (ICRC)*. The *Health Professions Procedural Code* allows for a complaint to be resolved using ADR, unless the complaint has already been referred to the Discipline Committee or involves an allegation of sexual abuse. ADR would be used when low-risk complaints are received. It was noted that the College used to have an ADR program but was discontinued in 2001 due to incapacity to establish an effective program framework and process. The College is now in a position to offer this and has worked with other Colleges to develop standardized policies and processes.

MOTION: That the College implement an ADR Program at the College; that the ADR Eligibility Policy be approved as presented; and that the ADR Facilitator Policy be approved as presented.

Moved: Jan Teevan  
Seconded: Wendy Murko  
CARRIED

#### 13. Information Technology Policy

Carolyn Doornekamp, Director of Operations presented a draft of the *Information Security Policy (for Council, Committee and Working Group Members)* for Council approval. Over the last year, a review of the College's Privacy and Security policies took place. The proposed policies being presented were revised or created to ensure that they meet best practices, reflect current technology (ie. cloud usage) and offer practical guidance to users. Three types of users were identified through this process, namely staff, Council and consultants, and a new policy was created for each group. The new policy created for Council is presented here for Council approval in advance of the policy being incorporated into the governance policies.

MOTION: That the *Information Security Policy* be approved for incorporation into the Governance Policies.

Moved: Lilly Martin  
Seconded: Maureen Silverman

14. ADJOURNMENT

MOTION: THAT THE MEETING BE ADJOURNED AT 4:45pm

Moved: Sally Lewis

Seconded: Jan Teevan

CARRIED