



DATE:	Friday, January 29, 2021 1:00pm
SUBJECT:	Executive Committee Meeting
ATTENDEES:	Billy Cheung (Chair), David Breukelman (Vice-Chair), James Morrison, Christine Henderson, Siva Sivapalan
REGRETS:	
STAFF:	Nancy Lum-Wilson, Connie Campbell, Susan James, Angela Bates, Sarah MacDougall
LOCATION:	via videoconference

1. Noting Members Present

Mr. Cheung noted the members present and welcomed all to the first Executive Committee Meeting of the year.

2. Declaration of Conflict

Mr. Cheung asked for declarations of conflict. There were none.

3. Approval of Agenda

A motion to approve the agenda was moved and seconded. The motion CARRIED.

4. For Information

4.1 The Role of the Executive Committee

The Committee discussed the memo that was circulated regarding the new College Performance Measurement Framework (CPMF) expectation that the College post either a report or the minutes of Executive Committee Meetings. It was noted that the nomenclature in the CPMF is reflective of the *Regulated Health Professions Act (RHPA)* but that the Colleges bylaws offer this definition:

“**Board**” means the board of directors of the College. For the purposes of the Act, the *RHPA Regulations*, the *Code*, the *Pharmacy Act*, the *Pharmacy Act Regulations*, and any other legislation or policy where the context requires, the Board means the Council of the College;

The Committee discussed the necessity of maintaining the Executive Committee in order to retain the ability of the College to make decisions between Board meetings in the event there was an urgent matter and quorum could not be achieved or if the Board found itself temporarily unconstituted with either the minimum number of Elected or Public Directors as per statute.

The Committee was in agreement that going forward the minutes of the Executive Committee Meetings will be posted on the website. There was discussion that the posting of the minutes will be in step with the College’s commitment to transparency and would allow for the full Board to understand the nature of the discussions at the Executive Committee meetings and to be confident that decisions are only made by the Board.

Action: This information will be included on the Chair's report coming forward at the March Board Meeting and the Role of the Executive Committee can be considered for the agenda at the May education retreat.

5. For Decision

5.1 Compensation Related Duties (Target Salary Increase for Staff – In Camera)

This portion of the meeting was held *in-camera* without staff present from 1:35 p.m. to 2:37 p.m. on January 29 and then the committee and reconvened on February 1 12:00 p.m. to 12:45 p.m. Documentation regarding the decisions taken by the Committee were forwarded to Human Resources for processing.

6. Adjournment

There being no further business, **at (12:45 p.m.), a motion to adjourn the meeting was moved and seconded.** The motion **CARRIED.**

Sarah MacDougall
Board and Committee Liaison

Billy Cheung
Board Chair