

# SEPTEMBER 2021

# BOARD MEETING

As recorded following the Board of Directors' regularly scheduled meeting held on September 20 and 21, 2021.

***This meeting was held via video and teleconference in consideration of provincial directives and physical distancing measures recommended by Public Health due to the COVID-19 pandemic.***

## BOARD DECISIONS

The Board discussed and made decisions on the following items:

### Election of Executive Committee

In accordance with the By-Laws, the Executive Committee is composed of the Chair and the Vice-Chair, as well as three additional Directors, with at least two Elected Directors and two Public Directors. The names of Directors expressing interest in serving on the Executive Committee, along with their statement of qualification, were reviewed by the Governance Committee. As only one name was submitted for each of the positions of Chair and Vice-Chair, and both were deemed qualified in accordance with the criteria set out in Board Policy 1.6, they were acclaimed as follows:

- Chair: Billy Cheung
- Vice-Chair: James Morrison

In addition, pursuant to 12.1.4 of the By-Law, a Board vote elected the following individuals to serve on the Executive Committee:

### Public Directors:

- Christine Henderson
- Dan Stapleton

### Elected Director:

- Sara Ingram

### Committee composition approved

The Board reviewed and approved a proposed slate of candidates for all statutory and standing committees

of the College drawn from a list of individuals who have served previously and have been recommended for reappointment, and from a list of individuals who have applied and been assessed as qualified by the Screening Committee. As set out in Board Policy 1.7, the outgoing Committee Chairs were consulted on the proposed slate. The full list of approved committee members, each of whom will serve for a term that expires at the first regular meeting of the Board following the next regular election, are listed on the [OCP website](#).

### Auditor reappointed for 2021

Following a recommendation from the Finance and Audit Committee (FAC), the Board approved the reappointment of Tinkham LLP Chartered Professional Accountants as auditor for 2021.

### Strategic Plan priorities reaffirmed

The Board reaffirmed the ongoing relevance of the Priorities outlined in the College's current Strategic Framework, and deferred Board planning activity to establish a new Strategic Plan to 2022-23. That extends the current Strategic Plan to five years, and will result in a new plan for 2024.

## ELECTION/ACCLAMATION OF BOARD DIRECTORS

The CEO and Registrar shared the Scrutineer's Report and Poll results from the Board Election, which, as per the By-Laws, were opened on July 13, 2021 and closed on August 4, 2021 at 5:00 p.m. There were five candidates for two available Pharmacist's seats, with Billy Cheung and Siva Sivapalan each being re-elected for three-year terms.

Additionally Wilfred Steer was acclaimed to the Board for a three-year term as he was the only qualified applicant with experience serving patients who live in Northern and rural communities, as per the College By-Laws 5.9.1.

## REGISTRAR'S REPORT

The College's CEO and Registrar delivered a report to the Board highlighting activities that have taken place since the last meeting, as well as progress on strategic initiatives. The CEO and Registrar also shared the Q2 2021 Scorecard, which provides a snapshot of the performance of the College against the established objectives for the quarter, which are aligned with the Ministry of Health's College Performance Measurement Framework (CPMF). Additionally, the Board was presented with the 2022 Operational Plan that sets out the focus for activity that will further advance the priorities included in the Strategic Plan established by the Board in 2018. The Operational Plan will form the basis for development of the 2022 budget to be developed by staff over the fall for consideration by the Finance and Audit Committee later this year, with presentation to the Board scheduled for December. Details of the CEO and Registrar's Report, the Q2 Scorecard and the 2022 Operational Plan are included in the [September Board Agenda/Material package](#).

## STATUTORY AND STANDING COMMITTEE ANNUAL REPORTS

Each of the College's Statutory and Standing Committee Chairs presented the Board with an annual report of their activities, a requirement of Section 11 of the [Health Professions Procedural Code](#), Schedule 2, *Regulated Health Professions Act*, 1991 and of the College's By-Laws. Committee annual reports are included in the [September Board Agenda/Materials package](#). Each presentation included the Chair's recommendations for future committee focus.

## ANNUAL BOARD ORIENTATION

An updated annual orientation session for Board members was held, as per Board policy 3.1 which was developed to further enhance and strengthen the overall orientation experience. Topics presented included an overview of the College's mandate and legislated objects, relevant laws and regulations related to the oversight of pharmacy in Ontario, an overview of how the College fulfills its mandate and statutory responsibilities and the role and function

of the Board and Board Directors focused on effective governance.

## NEXT BOARD MEETING

The next regularly scheduled meeting will be held on December 13, 2021. Special Board meetings may be called at any time. Please see our website for information on upcoming Board meetings. Board meetings are open to the public and are typically held in the Board Chambers of the College at 483 Huron Street, Toronto, ON, M5R 2R4.

Due to public health measures currently in place, Board meetings are being held virtually until at least March 2022. If you plan to attend an in-person meeting or for more information, please contact Ms. Sharlene Rankin, Board and Committee Liaison at [boardofdirectors@ocpinfo.com](mailto:boardofdirectors@ocpinfo.com). Links for those who wish to observe a virtual meeting will be posted with meeting agendas. You can also follow highlights from the Board meetings via [Twitter](#).