



DATE:	Wednesday, August 24, 2022 – 9:30 a.m.
SUBJECT:	Executive Committee Meeting
ATTENDEES:	James Morrison (Vice Chair), Sara Ingram, Christine Henderson, Dan Stapleton
REGRETS:	Billy Cheung (Chair)
STAFF:	Shenda Tanchak, Susan James, Connie Campbell, Angela Bates, Stephenie Summerhill
LOCATION:	Microsoft Teams

The meeting was chaired by James Morrison in Billy Cheung's absence.

1. Land Acknowledgment

James Morrison opened the meeting with a land acknowledgement as a demonstration of recognition and respect for Indigenous peoples and the land the College occupies.

2. Approval of Agenda

There was a motion to approve the agenda; all were in favour. The motion **CARRIED**.

3. Approval of Minutes

3.1 Minutes of May 30, 2022 Meeting

3.2 Minutes of July 27, 2022 Meeting

The committee requested that the reference to a land acknowledgement at the July 27th meeting be removed. There was a motion to approve the amended minutes; all were in favour. The motion **CARRIED**.

4. Declaration of Conflict

The Chair asked if any member of the Committee had any conflicts to declare.

The Committee discussed the potential conflicts related to agenda item 8 regarding the Executive Committee meeting schedule and determined that any potential decisions regarding the timing changes would be brought forward to the Governance Committee or Board as needed.

5. Matters Arising from Previous Minutes

There were none.

6. For Preview

6.1 Chair's Report for September 2022

The Chair presented the report for information. There were no questions or comments.

6.2 Registrar's Report for September 2022

The Registrar presented the report for information. The Committee discussed the recent reports of Pharmacy robberies and was informed the College is currently working with external stakeholders and

more information will be coming to the December Board meeting. The Committee also discussed the pending launch of Minor Ailments and the modules the registrants will need to complete in order to begin offering the expanded scope to patients and it was determined that the Registrar's Report would be updated to include this information.

6.3 Registrar and CEO Performance Goals

The Registrar presented the Briefing Note. The Committee discussed the progress of the Registrar to date against the goals stated and the proposed development of the performance management plans for 2023 and the need for a third party evaluator. The Committee was in support of the information provided and the proposed plans.

7. September 2022 Board Meeting Agenda

The Committee was provided an overview of the agenda and the Registrar informed the Committee of the presentations that will be coming forward at the September Board of Directors meeting.

It was noted that most of the first day will be spent on an orientation program on the regulatory programs and will include the annual Committee presentations from the Committee Chairs.

8. Executive Committee Meeting Schedule

The Committee discussed the option of reducing the number of Executive Committee meetings and determined that there remains a need to continue regular meetings prior to the Board meetings but that the frequency of meetings can be revisited in a year.

9. Adjournment

There being no further business, **at 11:24 a.m.**, a motion to adjourn the meeting was moved and seconded. The motion was **CARRIED**.

Stephanie Summerhill
Executive Assistant to the CEO & Registrar

James Morrison
Board Vice-Chair