



DATE:	Monday, March 6, 2023 – 1:00pm
SUBJECT:	Executive Committee Meeting
ATTENDEES:	James Morrison (Chair), Sara Ingram (Vice-Chair), Christine Henderson, Siva Sivapalan, Dan Stapleton
REGRETS:	
STAFF:	Shenda Tanchak, Susan James, Angela Bates, Stephenie Summerhill
LOCATION:	Microsoft Teams

1. Motion to Exclude Staff

The meeting started in-camera at 1:00pm with Jodi Zigelstein-Yip, Chief HR Innovator and Founder, Enliven HR Consulting to facilitate the discussion regarding the Registrar and CEO performance appraisal with the Executive Committee.

The motion: To exclude staff. The motion was moved and seconded. The motion **CARRIED**.

No actions were provided for inclusion in the minutes.

The Chair called the full meeting to order at 2:09pm and welcomed the staff to this portion of the meeting.

2. Land Acknowledgment

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

3. Declaration of Conflict

The Chair asked if any member of the Committee had any conflicts to declare. None were declared.

4. Approval of Minutes

There was a motion to approve the minutes of the meeting held November 28, 2022; all were in favour. The motion **CARRIED**.

5. Chair's Report for March 2023

The report was presented for information. The Committee discussed that the work underway with Mungall Consulting Group on a Registrar compensation market review would be presented at the next meeting in May along with the results of the skills inventory.

This Chair's Report will include a new table outlining the other work the Board Directors are engaged in on the various OCP committees.

6. Registrar's Report for March 2023

The Registrar presented the report for information. The Committee was provided with an update on the progress of the acquisition of a new Customer Relationship Management (CRM) system. There are currently three potential vendors being vetted. We are hoping to have a vendor chosen by end of March 2023, after which development will begin with a view to implementation in 2024.

The Registrar noted that the College had hired a Senior Consultant, Evidence and Research which was a new role for the College which is intended to help identify the types of data that the college presently collects and should collect to contribute to identification and mitigation of risk.

A few other highlights from the report included an update on the EDI plan, the shift in staff culture, the current Ministry of Health, NAPRA and HPRO updates. Lastly, a fee increase table was provided to give a better overall picture of the fee landscape across various regulatory bodies to see how OCP compares.

7. Appointment of the 2023 Screening Committee

The Chair reviewed the process in selecting the Screening Committee and presented the briefing note. Before approving the suggested roster, the Executive Committee discussed that it was undetermined who the Chair of the Governance Committee will be. This will be discussed following David Breukelman's term ending on April 3, 2023.

The Committee discussed the proposed appointments for the 2023 Screening Committee and agreed on the recommended individuals/members.

A motion to recommend the proposed committee appointees was moved and seconded. The motion **CARRIED**.

8. March 2023 Board Meeting Agenda

The Committee was provided with an overview of the agenda and the Registrar informed the Committee of the presentations that will be coming forward at the March Board of Directors Meeting and as an overview of the strategic planning retreat scheduled prior.

The Committee discussed how best to handle the sensitive nature of the Time-Delayed Safes item going forward and safety implications around holding discussions in-camera versus publicly.

9. Adjournment

There being no further business, **at 2:58 p.m. the Chair ended the meeting.**

Stephenie Summerhill
Executive Assistant to the Registrar and CEO

James Morrison
Board Chair