



**Ontario College  
of Pharmacists**

Putting patients first since 1871

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**MINUTES OF A  
BOARD OF DIRECTORS MEETING  
HELD VIA MS TEAMS  
NOVEMBER 6, 2024  
8:30 A.M. TO 11:30 A.M.**

**OCP Board of Directors**

Jennifer Antunes  
Connie Beck (Vice-Chair)  
Simon Boulis  
Douglas Brown (Chair)  
Lisa Dolovich  
Jean-Pierre (JP) Eskander  
Andrea Fernandes  
Sara Ingram  
Adrienne Katz  
Elnora Magboo  
Stephen Molnar  
Nadirah Nazeer  
Danny Paquette  
Megan Peck  
Siva Sivapalan  
Wilfred Steer  
Alain Stintzi  
Cindy Wagg  
Devinder Walia

**Guest:**

Anna Matas, partner, St. Lawrence Barristers

**Regrets**

Andrea Edginton  
Shari Wilson

**Management**

Susan James, Acting Registrar and Director, Registration and Quality  
Thomas Custers, Acting CEO and Director, Corporate Services  
Angela Bates, Director, Conduct  
Christian Guerette, General Counsel and Chief Privacy Officer

**Staff**

Vera Patterson, Governance Coordinator  
Sharlene Rankin, Executive Assistant to the Directors  
Stephenie Summerhill, Executive Assistant to Registrar and CEO

The meeting was called to order at 8:31 a.m. The Chair, Doug Brown, welcomed all Board Directors, staff and observers.

### **1. Land Acknowledgement**

Nadirah Nazeer opened the meeting with a land acknowledgement in recognition and respect for Indigenous peoples.

Doug welcomed new Director Megan Peck, who was acclaimed to the Board in September to fill the vacancy created by James Morrison's resignation.

Megan thanked the Chair for his warm welcome and expressed her eagerness to serve and to learn from the current Directors.

Danny Paquette, who was appointed to the Ontario College of Pharmacists in October by the Public Appointments Office was also welcomed to the Board of Directors.

Danny thanked the Chair for his warm welcome and expressed looking forward to working with the Board of Directors.

### **2. Approval of the Agenda**

The Chair proposed that the agenda be amended such that items 4. Governance Review Committee – Terms of Reference and 5. *In camera* take place in reverse order as Legal Counsel was not able to stay for the entire meeting.

The board approved the amended agenda of the November 6<sup>th</sup>, 2024, meeting.

### **3. Declaration of Conflicts of Interest**

No conflicts of interest were declared.

### **4. In Camera – Pursuant to the Health Professions Procedural Code HPPC s 7(2)(d)**

The Board moved the motion to go in camera with legal counsel pursuant to the Health Professions Procedural Code HPPC s 7(2)(d)

**The Board went in camera at 8:41 am and returned at 9:39 am**

### **5. Governance Review Committee – Terms of Reference – For Decision**

The Governance Committee Chair, Siva Sivapalan presented the draft terms of reference for the Governance Review Committee to the Board for consideration. Prior to introducing the topic, he spoke to the issue of conflict of interest noting it is not good practice for a committee to set their own terms of reference, hence the Governance Committee's role in drafting the terms of reference for the Governance Review Committee. It was also noted that individuals who may be directly involved in the committee's work should refrain from debating or voting on issues that establish the committee's framework and selection of members.

During the discussion, Director JP Eskander proposed the titles of Chair and Co-Chair be amended so that there were two Co-chairs to the committee.

Vice-Chair Connie Beck requested that the committee's name be amended throughout the terms of reference to appear as the Governance Review Committee.

The Board approved a motion to accept the Draft Terms of Reference for the Governance Review Committee as presented.

Following the approval of the Terms of Reference, Director Sara Ingram resigned from the Governance Review Committee.

#### **6. Adjournment**

Having reached the end of the agenda, the meeting was adjourned.

**Vera Patterson**  
**Governance Coordinator**

**Doug Brown**  
**Board Chair**