

**Council Meeting
College of Homeopaths of Ontario (CHO)
Minutes**

**Thursday, July 11, 2019
163 Queen Street East, Toronto**

Present

Council

Bhupinder Sharma	Professional (Chair)
Anna Berger	Professional
Anna Cardozo	Professional
Kerri Flood	Professional
Eden Gajraj	Public
Mark Heller	Public
Paul Joseph	Professional
Gary Kapelus	Public
Sukhdev Kooner	Professional (from item 6 onward)
Kamika Mclean	Public (by teleconference)
Sanjeev Nayyar	Professional
Myrna Tulandi	Public
Guru Dutt Vaid	Professional

Staff

Janet Blanchard	Senior Manager, Quality Assurance, Patient Relations, Communications
Kathryn Harvey	Communications Officer (recorder)
Heidi Mayer	Registration Officer
Basil Ziv	Registrar

1 Call to Order

The President called the meeting to order at 10:01 a.m., conducted a roll call, and welcomed new professional members Guru Dutt Vaid and Sukhdev Kooner,

2 Adoption of Agenda

2.1 Adoption of Agenda

(Appendix 2.1 Agenda, Council Meeting, July 11, 2019)

A request was made to add the topic of Governance under Other Business.

Motion # 1: To adopt the agenda as amended.

Moved by E. Gajraj, seconded by A. Cardozo

That Council adopt the agenda as amended.

CARRIED

2.2 Adoption of Consensus Agenda

(Appendix 2.2.1 Registration Update)

(Appendix 2.2.2 Quality Assurance Update)

(Appendix 2.2.3 Council Self-Assessment/ Executive Summary)

A request was made to move item 2.2.3 off the consent agenda. It was agreed that the item would be discussed following agenda item 6.

Motion # 2: To adopt the consensus agenda as amended.

Moved by A. Cardozo, seconded by E. Gajraj

That Council adopt the consensus agenda as amended.

CARRIED

3 Declaration of Conflict of Interest

None declared.

4 Approval of Minutes

(Appendix 4.1 Minutes, March 7, 2019 Council meeting)

Motion #3: To approve the minutes of March 7, 2019

Moved by M. Tulandi, seconded by G. Kapelus

That Council approve the minutes of its March 7, 2019 meeting.

CARRIED

Secretary's note:

As permitted by the Regulated Health Professions Act, 1991, Schedule 2, section 7.2 there are times when it is appropriate for Council to discuss matters in camera. These include matters of public security; financial or personal or other matters of such a nature that it is desirable to avoid public disclosure; information related to a person involved in a criminal proceeding or civil suit; personnel matters or property acquisition; or instructions to be given to or opinions received from legal counsel. A meeting or any portion of a meeting held in camera is not open to the public.

Motion # 4: To move in camera

Moved by A. Berger, seconded by S. Nayyar

That Council move in camera at 10:09 a.m.

CARRIED

6 Council Development Training

Staff presented an overview of key concepts in regulation and public protection.

6.1 Council Self-Assessment

(Consent Agenda Item 2.2.3)

G. Kapelus highlighted the to-do items that arose from the self-evaluation, noting that some were already underway. Next year's evaluation will include some amendments based on this year's results.

7 Long Service Recognition

Commemorative plaques were presented to the President and Registrar, as well as other staff, in recognition of their long service to the College.

8 President's Report

The outgoing President reported that a submission had been made to the Standing Committee on Social Policy, and a follow-up meeting was held with Chair MPP Nina Tangri. He urged Council to continue these efforts.

The performance review framework will be passed to the new Executive Committee for incorporation into the strategic plan.

9 Election of Officers and Executive Committee

Motion # 3: To appoint scrutineers

Moved by K. Flood, seconded by P. Joseph

That Council appoint as scrutineers Kathryn Harvey and Heidi Mayer and as observer Myrna Tulandi.

CARRIED (M. Tulandi abstaining)

Motion # 4: To appoint the Registrar as Council chair for the duration of agenda item # 9, Elections

Moved by K. Flood, seconded by G. Vaid

That Council appoint the Registrar as Council chair for the duration of agenda item # 9.

CARRIED

Election of President

Four nominations had been submitted for the position of President:

Anna Cardozo

Eden Gajraj

Mark Heller

Sukhdev Kooner (only one supporting signature, so did not qualify)

The candidates accepted their nominations and addressed Council.

Mark Heller was elected President.

Election of Vice-President

Four nominations had been submitted for the position of Vice-President:

Anna Cardozo

Kerri Flood

Guru Dutt Vaid [withdrawn]

Sukhdev Kooner (only one supporting signature, so did not qualify)

The candidates accepted their nominations and addressed Council.

Anna Cardozo was elected Vice-President.

Election of Treasurer

Three nominations had been submitted for the position of Treasurer:

Guru Dutt Vaid
Mark Heller [withdrawn due to election as President]
Eden Gajraj [withdrawn]

Guru Dutt Vaid was acclaimed as Treasurer.

Election of Other Executive Members – Professional

Four nominations had been submitted for the remaining two professional Executive positions:

Sanjeev Nayyar
Anna Cardozo [withdrawn due to election as Vice-President]
Guru Dutt Vaid [withdrawn due to acclamation as Treasurer]
Anna Berger
Kerri Flood

Each of the three remaining candidates accepted his or her nomination and addressed Council.

Kerri Flood was elected to the Executive Committee.

Election of Other Executive Members - Public

Gary Kapelus was acclaimed to the Executive Committee and addressed Council.

Executive Committee as of July 11, 2019:

President: Mark Heller
Vice-president: Anna Cardozo
Treasurer: Guru Dutt Vaid
Member (professional): Kerri Flood
Member (public): Gary Kapelus

Motion # 5: To close the election

Moved by G. Kapelus, seconded by A. Cardozo

That Council deem the 2019 election of Executive Committee members closed.

CARRIED

Motion # 6: To destroy the ballots

Moved by A. Cardozo, seconded by P. Joseph

That the ballots cast in the 2019 election of Executive Committee members be destroyed.

CARRIED

10 Committee Appointments

Motion # 6: To postpone this item to the next Council meeting.

Moved by M. Heller, seconded by A. Cardozo

That the issue of committee appointments be postponed for discussion at the next Council meeting.

CARRIED

11 Strategic Directions – Action Plan

11.1 Setting Priorities: Survey Results

Staff presented the results of a survey of Council members designed to clarify priorities for the coming year.

11.2 Next Steps

Council directed the Executive Committee to prepare a document for consideration at the September Council meeting.

12 Meeting Schedule

By consensus, Council directed staff to poll for dates for meetings over the coming year, with consideration given to fixed annual requirements.

13 Other Business

In response to a question, staff reviewed the security in place to protect Council documents.

14 HBS Meeting and Preparation Time

One full day preparation, one full day meeting

Start time: 10:01 a.m.

End time: 3:51 p.m.

15 Adjournment

Motion # 10: To adjourn

Moved by G. Kapelus, seconded by M. Tulandi

That Council adjourn at 3:51 p.m.

CARRIED

The Chair agrees these minutes are an accurate reflection of the meeting.

Bhupinder Sharma, Chair

Date

**Council Meeting
College of Homeopaths of Ontario (CHO)
Minutes**

**Wednesday, September 25, 2019
365 Bloor Street East, Suite 1606**

Present

Council

Mark Heller	Public (Chair)
Anna Berger	Professional
Anna Cardozo	Professional
Kerri Flood	Professional
Eden Gajraj	Public (by teleconference)
Paul Joseph	Professional
Gary Kapelus	Public
Sukhdev Kooner	Professional
Kamika Mclean	Public
Sanjeev Nayyar	Professional
Myrna Tulandi	Public
Guru Dutt Vaid	Professional

Staff

Janet Blanchard	Senior Manager, Quality Assurance, Patient Relations, Communications
Kathryn Harvey	Communications Officer (recorder)
Basil Ziv	Registrar

Guests

Ross Halbert	Welch LLP
Samantha Slater	Welch LLP

Regrets

Bhupinder Sharma	Professional (Past-President)
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1 Call to Order

The President called the meeting to order at 10:05 a.m. and conducted a roll call.

2 Adoption of Agenda

2.1 Adoption of Agenda

(Appendix 2.1 Agenda, Council Meeting, September 25, 2019)

Motion # 1: To adopt the agenda.

Moved by G. Kapelus, seconded by M. Tulandi

That Council adopt the agenda.

CARRIED

2.2 Adoption of Consent Agenda

There were no consent agenda items for this meeting.

3 Declaration of Conflict of Interest

None declared.

4 Approval of Minutes

(Appendix 4.1 Minutes, July 11, 2019 Council meeting)

Motion # 2: To approve the minutes of July 11, 2019

Moved by K. Flood, seconded by M. Tulandi

That Council approve the minutes of its July 11, 2019 meeting.

CARRIED

Secretary's note:

As permitted by the Regulated Health Professions Act, 1991, Schedule 2, section 7.2 there are times when it is appropriate for Council to discuss matters in camera. These include matters of public security; financial or personal or other matters of such a nature that it is desirable to avoid public disclosure; information related to a person involved in a criminal proceeding or civil suit; personnel matters or property acquisition; or instructions to be given to or opinions received from legal counsel. A meeting or any portion of a meeting held in camera is not open to the public.

Motion # 3: To move in camera

Moved by A. Cardozo, seconded by G. Vaid

That Council move in camera at 10:11 a.m.

CARRIED

6 Committee Appointments

(Appendix 6.1 Report Form: Committee Appointments (carried over from July 11))

Staff presented an overview of proposed committee appointments.

Motion # 9: To approve the 2019/2020 committee appointments slate as presented.

Moved by M. Tulandi, seconded by K. Flood

That Council approve the 2019/2020 committee appointments slate as presented.

CARRIED

7 Strategic Planning: Goals and Objectives

(Appendix 7.1 CHO 2019-2020 Goals and Objectives)

The President described the process of developing a proposed business plan for 2019-2020 and encouraged discussion of the identified priorities, considering available resources, relative risk, and mandated requirements.

Discussion ensued, resulting in a number of amendments to the document.

Motion # 10: To approve the 2019-2020 goals and objectives as amended

Moved by K. Flood, seconded by S. Nayyar

That Council approve the 2019-2020 goals and objectives as amended.

CARRIED

8 Council Evaluation: Next Steps

The next step will be a collective evaluation of Council effectiveness. G. Kapelus and A. Cardozo will accept recommendations and develop a strategy for discussion at the November Executive Committee meeting.

9 Council Development Training: Standards and Guidelines

Deferred to a later meeting.

10 Reports

10.1 Registration

The Registrar provided an update on registration statistics and described tactics planned to ensure that Grandparented members have the tools to complete their Full Class registration requirements.

10.2 SECA

Staff reported on the status of the SECA program.

10.3 Quality Assurance

Staff reported on the status and future of the Quality Assurance program.

11 Other Business

The Executive meeting scheduled on November 27, 2019 will add an hour-long Council teleconference at 2:00 p.m. to finalize and approve bylaw changes requiring public consultation.

12 HBS Meeting and Preparation Time

One full day preparation, one full day meeting
Start time: 10:05 a.m.
End time: 3:02 p.m.

13 Adjournment

Motion # 10: To adjourn

Moved by G. Kapelus, seconded by A. Cardozo

That Council adjourn at 3:02 p.m.

CARRIED

The Chair agrees these minutes are an accurate reflection of the meeting.

Mark Heller, Chair

Date

**Council Meeting
College of Homeopaths of Ontario (CHO)
Minutes**

**Wednesday, November 27, 2019
by teleconference**

Present

Council

Mark Heller	Public (Chair)
Anna Berger	Professional
Anna Cardozo	Professional
Kerri Flood	Professional
Eden Gajraj	Public
Paul Joseph	Professional
Gary Kapelus	Public
Sukhdev Kooner	Professional
Kamika Mclean	Public
Sanjeev Nayyar	Professional
Myrna Tulandi	Public
Guru Dutt Vaid	Professional
Bhupinder Sharma	Professional (Past-President)

Staff

Janet Blanchard	Senior Manager, Quality Assurance, Patient Relations, Communications
Kathryn Harvey	Communications Officer (recorder)
Basil Ziv	Registrar

1 Call to Order

The President called the meeting to order at 2:04 p.m. and conducted a roll call.

2 Adoption of Agenda

2.1 Adoption of Agenda

(Appendix 2.1 Agenda, Council Meeting, November 27, 2019)

Motion # 1: To adopt the agenda.

Moved by M. Tulandi, seconded by G. Kapelus

That Council adopt the agenda.

CARRIED

3 Declaration of Conflict of Interest

None declared.

4 Approval of Minutes

(Appendix 4.1 Minutes, September 25, 2019 Council meeting)

Motion # 2: To approve the minutes of September 25, 2019

Moved by E. Gajraj, seconded by A. Cardozo

That Council approve the minutes of its September 25, 2019 meeting.

CARRIED

Secretary's note:

As permitted by the Regulated Health Professions Act, 1991, Schedule 2, section 7.2 there are times when it is appropriate for Council to discuss matters in camera. These include matters of public security; financial or personal or other matters of such a nature that it is desirable to avoid public disclosure; information related to a person involved in a criminal proceeding or civil suit; personnel matters or property acquisition; or instructions to be given to or opinions received from legal counsel. A meeting or any portion of a meeting held in camera is not open to the public.

Motion # 3: To move in camera

Moved by M. Tulandi, seconded by P. Joseph

That Council move in camera at 2:09 p.m.

CARRIED

6 Governance Issues

(Appendix 6.1 Report Form: Proposed bylaw changes)

(Appendix 6.2 Bylaws with proposed revisions)

Staff presented an overview of proposed bylaw changes related to the Executive Committee.

Motion # 7: To approve the proposed bylaw changes as presented and direct staff to conduct a 60-day public consultation

Moved by G. Kapelus, seconded by A. Cardozo

That the proposed bylaw changes be approved as presented and that staff conduct a 60-day public consultation.

CARRIED

7 Other Business

The Registrar offered thanks and appreciation for the contributions of Myrna Tulandi, who will be leaving Council in December as her appointment was not renewed by government. Council members expressed their thanks as well as disappointment that Ms Tulandi would not be returning.

8 HBS Meeting and Preparation Time

Half day preparation, half day meeting

Start time: 2:04 p.m.

End time: 3:15 p.m.

9 Adjourment

Motion # 8: To adjourn

Moved by M. Tulandi, seconded by G. Kapelus

That Council adjourn at 3:15 p.m.

CARRIED

The Chair agrees these minutes are an accurate reflection of the meeting.

Mark Heller, Chair

Date

**Council Meeting
College of Homeopaths of Ontario (CHO)
Minutes**

**Thursday, February 27, 2020
by teleconference**

Present

Council

Mark Heller	Public (Chair)
Anna Berger	Professional
Heather Broadhead	Public
Anna Cardozo	Professional
Kerri Flood	Professional
Eden Gajraj	Public
Julie Hughes	Public
Paul Joseph	Professional
Gary Kapelus	Public
Sanjeev Nayyar	Professional
Guru Dutt Vaid	Professional
Bhupinder Sharma	Professional (Past-President)

Staff

Janet Blanchard	Senior Manager, Quality Assurance, Patient Relations, Communications
Kathryn Harvey	Communications Officer (recorder)
Basil Ziv	Registrar

Regrets

Kamika Mclean	Public
Sukhdev Kooner	Professional

1 Call to Order

The President called the meeting to order at 12:05 p.m. and conducted a roll call.

1.1 Introduction of New Council Members

The President welcomed two new public members, Heather Broadhead and Julie Hughes.

2 Adoption of Agenda

2.1 Adoption of Agenda

(Appendix 2.1 Agenda, Council Meeting, February 27, 2020)

Motion # 1: To adopt the agenda.

Moved by E. Gajraj, seconded by J. Hughes

That Council adopt the agenda.

CARRIED

3 Declaration of Conflict of Interest

None declared.

4 Approval of Minutes

(Appendix 4.1 Minutes, November 27, 2019 Council meeting)

Motion # 2: To approve the minutes of November 27, 2019

Moved by G. Kapelus, seconded by A. Cardozo

That Council approve the minutes of its November 27, 2019 meeting.

CARRIED (J. Hughes and H. Broadhead abstained)

Secretary's note:

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Motion # 3: To move in camera

Moved by S. Nayyar, seconded by A. Cardozo

That Council move in camera at 2:12 p.m.

CARRIED

7 Bylaw Changes

7.1 Consultation Feedback

(Appendix 7.1 Report Form: 60-day Bylaws Consultation Feedback)

Staff reviewed the feedback received during the 60-day consultation period.

7.2 Discussion and Implications

(Appendix 7.2 Report Form: Bylaw Changes Discussion and Implications)

Motion # 12: To approve as final the bylaw changes outlined at the November 27, 2019 Council meeting.

Moved by G. Kapelus, seconded by E. Gajraj

That Council approve as final the bylaw changes outlined at the November 27, 2019 Council meeting.

CARRIED

Motion # 13: To approve proposed outlines for training

Moved by H. Broadhead, seconded by G. Kapelus

That Council approve, as presented, the proposed program outlines for Council member training – pre-election, post-election, Executive Committee and President/Vice President.

CARRIED

7.3 Fees Bylaw 10.03 B6 Proposal Increase to Fee for Substantially Equivalent Competency Assessment
(Appendix 7.3 Report Form: Substantially Equivalent Assessment Fee – Bylaw Revision)

The Registrar described the need to reassess the fee for SECA and the recommendations of the Registration Committee. Council agreed by consensus that the issue would go out for consultation.

8 Goals & Objectives

8.1 2020-2021 Planning Process

Council members agreed by consensus that the 2019-2020 process had been successful. Going forward, it was agreed that three areas of focus would be maintained: delivering on the mandate, practicing good governance, and delivering on growth. Council and staff input will be sought to identify priorities for the year. It was recognized that standing items must be accounted for prior to the addition of non-standard items, and that all activities need to stay within the parameters of the regulatory mandate.

9 Strategic Planning

9.1 Strategic Planning Consultations

Council discussed the possibility of planning a strategic think-tank day during which homeopaths, educators, professional associations, and other stakeholders could contribute to identifying strategic priorities for the longer term.

10 Reports

10.1 Executive Committee

- Committee met on January 30, items were covered by Council

10.2 Registration Committee

- The Chair noted that most issues were on Council's agenda; another meeting is scheduled

10.3 Quality Assurance

- The Chair reported that there had been good progress All documents are ready to roll out but have been delayed. Testing to be done in March and feedback from cttee members will be sought.

10.4. Patient Relations

- No chair has been appointed yet. A proposed mandate list in development, as is a list of required policies.

10.5 ICRC/Discipline

- The Registrar reported that there are a number of complaints in process which may or may not proceed to the ICRC.

10.6 Fitness to Practice

- Not currently active

10.7 Governance

AGENDA ITEM 4
APPENDIX 4.1

- The Panel met before Christmas and will meet again in March to identify work for the coming year. It was noted that several of Council's items arose from Governance Cttee. The Panel's work list will contribute to the mapping of goals and objectives.

11 Other Business

It was noted that some CPR programs are no longer available, raising the question as to how applicants and registrants will meet the registration requirement. Staff will provide guidance to registrants to ensure they know what is required.

12 Meeting Actions & Follow Up Summary

1. Staff to list action items and follow-ups arising from this meeting.
2. Letter of decision to school applicant to be signed by President
3. Adjust statement of operations
4. Update bylaws
5. Implement training programs for Council and nominees
6. Continue to work with governance Panel to refine training
7. 60-day Consultation on SECA fees
8. Communicate with registrants re: guidance on first aid
9. President to reach out to Council members re strategic planning and operational plan
10. Update committee reports list
11. Follow up on plans for presence at April conference

13 HBS Meeting and Preparation Time

Full day preparation, full day meeting
Start time: 12:05 p.m.
End time: 3:45 p.m.

14 Adjournment

Motion # 14: To adjourn

Moved by E. Gajraj, seconded by H. Broadhead

That Council adjourn at 3:45 p.m.

CARRIED

The Chair agrees these minutes are an accurate reflection of the meeting.

Mark Heller, Chair

Date