

# MARCH 2026 BOARD MEETING

*As recorded at the Board of Directors' regularly scheduled meeting held on March 23, 2026. This meeting was hosted in-person at the College and virtually via MS Teams.*

## BOARD DECISIONS

The Board discussed and made decisions on the following matters:

### PHARMACY TECHNICIAN ANNUAL FEES TO UNDERGO COMPREHENSIVE REVIEW

The Board directed staff to undertake a comprehensive review of pharmacy technician fees and to provide fee structure options for consideration at the September 2026 Board meeting ahead of the 2027 budget process. Although fee changes were not possible for 2026 under the current By-Law and timelines, the Board agreed that the feedback received through a petition and emails from pharmacy technicians was significant and should be thoroughly considered before the next fee-setting process later this year. Staff will conduct a review that includes:

- analysis of cost drivers and long-term financial sustainability;
- modelling alternative or tiered fee structures;
- updated comparator analysis;
- equity-based considerations related to wages; and
- targeted engagement with pharmacy technician registrants.

A motion from the floor to also review fees related to accredited pharmacy premises was not approved by the Board. Further details are available in the [Board materials package](#) starting on page 39.

### BOARD SIZE AND TERM LIMITS TO INCREASE

Based on the Governance Committee's analysis of an environmental scan, operational considerations related to discipline hearing capacity, and feedback gathered during a 60-day public consultation, the Board approved changes to the College By-Law to:

- increase the number of elected directors by two, comprising one additional pharmacist and one additional pharmacy technician
- extend the maximum term limits for elected Board directors from six to nine years, based on the ability to complete three consecutive three-year terms

The By-Law change will take effect immediately to enable implementation for the 2026 election cycle and will be communicated through the normal OCP channels. Additionally, the Governance Committee will consider implementing additional strategies to address Board and committee recruitment, leadership development and committee capacity challenges. Further details are available in the [Board materials package](#) starting on page 72.

### STRATEGIC PLAN REFRESH APPROACH AND SCOPE APPROVED

To help ensure that OCP's five-year strategic plan remains a current and relevant document that aligns and prioritizes the College's work to

meet its public protection mandate, the Board approved a strategic plan refresh approach and scope for 2026. The strategic plan refresh has five key objectives:

1. Strengthen and clarify the College's strategic narrative
2. Assess and enhance strategic alignment with operational plans
3. Refine strategy and priorities as necessary to reflect current regulatory and environmental conditions
4. Explore and clarify the role of risk, evidence, and outcomes in shaping future regulatory strategy
5. Examine how the College can make proportionate and effective use of its full range of regulatory tools — including enforcement and structured, collaborative approaches — to influence outcomes

Completion of this work is intended to produce the following outputs:

- A refreshed articulation of the strategic priorities/goals, as appropriate
- A concise strategic plan summary reflecting those priorities
- An underlying operational outline supporting the strategic priorities for the remaining two years of the plan's lifecycle

In addition, the Board approved the creation of a Strategic Plan Working Group to support the refresh process. Following a Board vote, the working group will include professional members Simon Boulis, Scott Ford and Wilf Steer, and public appointees Adrienne Katz and Cindy Wagg. Further details about the strategic plan refresh are available in the [Board materials package](#) starting on page 180.

### CODE OF ETHICS AMENDMENTS PAUSED PENDING GOVERNMENT'S INSURANCE ACT IMPLEMENTATION

Following a request from the Ministries of Health and Finance, the Board agreed to pause a decision on draft Code of Ethics amendments

until the government has concluded the work it has underway to make changes to the *Insurance Act, 1990* relating to Preferred Provider Networks. While no government timelines have been provided for when the legislation will be in force, moving forward with changes to the Code of Ethics was seen as out of sequence with the government's implementation. As a result, the agenda item to approve draft Code of Ethics amendments for a public consultation was removed from the Board agenda. Details about the original agenda item are available starting on page 186 of the [Board materials package](#).

### SAFEGUARDS ESTABLISHED FOR ANTICIPATED EXPANDED SCOPE ACTIVITIES

In anticipation of government approval for regulatory changes that would expand the scope of practice for pharmacy professionals in Ontario, and based on earlier Board direction to staff to recommend appropriate safeguards for safe and effective implementation, the Board approved the following two items:

#### 1. Mandatory CPR and First Aid Training for pharmacy technicians

After reviewing feedback from a 60-day public consultation on proposed mandatory CPR and first aid training for pharmacy technicians who are administering injectable drugs and substances, the Board approved a revised *Administering a Substance by Injection Guideline* and a *Declaration of Completion of Injection Training statement* for pharmacy technicians. This requirement will only be mandatory for pharmacy technicians who are administering injections – those who are not engaged in administering injections would not be required to obtain CPR and first aid certification. This mirrors the current requirements for pharmacists and comes into effect subject to the government's approval of proposed expanded scope activities that would authorize pharmacy technicians (including intern technicians) to administer all vaccines listed in Schedule 3 of *Ontario Regulation 256/24*, under the *Pharmacy Act, 1991*.

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## 2. Mandatory learning for three proposed minor ailments and the administration of Sublocade

To ensure that an appropriate level of practice competence exists among pharmacists engaging in certain proposed expanded scope activities, the Board approved draft mandatory learning requirements for the assessment and treatment of acute pharyngitis, otitis externa, and herpes zoster, as well as for the administration of Sublocade. The proposed requirements are outlined in draft guidelines and guidance and will soon be shared as part of a public consultation before being brought back to the Board for final approval at an upcoming meeting. The consultation will seek feedback on the required learning for specified activities, as well as the mechanism to be used to demonstrate that these requirements have been met prior to engaging in the specified expanded scope activity.

In addition, the Board provided feedback on preliminary draft amendments to the Standards of Operation that are subject to further impact assessment and public consultation. The Standards of Operation outline the requirements needed to ensure pharmacies in Ontario provide safe, effective care and comply with outcome-based regulations under the *Drug and Pharmacies Regulation Act, 1990*. They apply to all accredited pharmacies and hold those who own, operate and manage pharmacies, including Designated Managers, directors and hospital administrators, accountable for meeting legal, ethical, and professional obligations. In addition to the safeguards mentioned above, the review of the Standards of Operation is intended to further specify the existing operational requirements that enable pharmacies to support registrants' ability to deliver safe and ethical care, that pharmacies have access to patient health information to support professionals in meeting the Standards of Practice, and to clarify physical space requirements in community pharmacies to support the safe and effective delivery of expanded scope of practice. The Board feedback will be used to refine the draft amendments to the Standards of Operation prior to a future

public consultation. Further details on all of the expanded scope safeguards are available in the [Board materials package](#) starting on page 198.

## APPOINTMENT OF THE 2026 SCREENING COMMITTEE

Each year the Board appoints a committee to screen applicants for competency prior to running for election to the Board and being appointed to College committees. As per the College's By-Law, this Screening Committee comprises a Chair, two additional directors of which one or more shall be a Public Director, and two or more Lay Committee Appointees. Based on a recommendation from the Executive Committee, the Board approved the appointment of Lay Committee Appointees Alexander Lim and Audrey Wubbenhorst, and the reappointment of Lay Committee Appointee Jennifer Shin. Devinder Walia was appointed as a public Board director, and Akil Dhirani was appointed as an elected Board director. Siva Sivapalan remains the Screening Committee Chair. Further details are available in the [Board materials package](#) starting on page 36.

## REVISED RESERVE FUNDS POLICY APPROVED

Following a recommendation from the Finance and Audit Committee, the Board approved a revised Reserve Funds policy that includes clearly defined reserve structure and targets; enhanced governance structures and delegated authority; funding, replenishment and maximum thresholds, and; enhanced reporting requirements. Well-structured and well-governed reserve funds ensure the College can fulfill its mandate under the *Regulated Health Professions Act, 1991* without disruption, even during extraordinary events or unexpected financial pressures. The revised policy strengthens financial stability, supports operational continuity, and enhances transparency and accountability related to how restricted funds are governed and reported. Further details are available in the [Board materials package](#) starting on page 47.

## AUDIT SERVICES REQUEST FOR PROPOSALS DEFERRED TO 2027

The Board approved a Finance and Audit Committee (FAC) recommendation to defer audit services Requests for Proposals (RFPs) to 2027. The decision considered current organizational

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capacity and includes a structured performance evaluation of the College’s current auditor by the FAC in 2026 – with insights from the evaluation providing an opportunity to develop better criteria and more targeted requirements for future audit services RFPs. The College must undergo an independent audit to assure the Board and the public that financial statements are accurate and that the College is managing its resources responsibly in accordance with Canadian accounting standards for not-for-profit organizations. Deferring the RFP aligns the timing with significant operational priorities and ensures prudent allocation of resources, while a performance evaluation provides continued assurance regarding audit quality, independence, and accountability during the extended engagement. Further details are available in the [Board materials package](#) starting on page 60.

## COLLEGE PERFORMANCE DASHBOARD RESULTS REVIEWED

The Board reviewed Q4 results from the 2025 College Performance Dashboard, and approved targets for 2026. The College Performance Dashboard reports on how well the College is tracking toward its annual targets and provides trends for key monitoring measures. Produced on a quarterly basis and released at each scheduled Board meeting, the dashboard is a valuable accountability and quality improvement tool for the College that supports the Board’s oversight role and strengthens public trust and confidence in the College’s capacity to execute its mandate and strategic direction. Further details are available in the [Board materials package](#) starting on page 120.

## OTHER BOARD UPDATES

### BOARD UPDATED ON Q4 FINANCIAL STATEMENTS

As part of a report from the Finance and Audit Committee (FAC), the Board was given an update on the College’s Q4 2025 financial statements which show that the College ended the year with a slight surplus despite planning for a deficit, due

to conservative assumptions, expense savings, and timing differences. Further details are available in the [Board materials package](#) starting on page 42.

## UPDATES PROVIDED ON GOVERNANCE COMMITTEE ACTIVITIES

The Governance Committee Chair provided the Board with an update on its recent activities, including its oversight of implementation of recommendations from the 2025 governance review, discussions about election engagement, training and development for Board directors, and policy updates to the Board Policy Booklet. The Chair also provided information about the Board Competencies Survey used to inform the Board Director Profile for the 2026 election. Further details are available in the [Board materials package](#) starting on page 61.

## REGISTRAR’S REPORT

Jay O’Neill, Registrar & CEO, provided the Board with an update on recent operational activities at the College, part of a standing agenda item that helps them fulfil their oversight role. Some key highlights included updates on the government’s As of Right legislation, mandatory training for non-sterile compounding supervisors, Assurance and Improvement in Medication Safety (AIMS) Program changes, Practice Assessment of Competence at Entry (PACE) for pharmacy technician applicants, and work to finalize OCP’s new registrant records system. Further details are available in the [Board materials package](#) starting on page 110.

## NEXT BOARD MEETING

Board meetings are open to the public, and the next regularly scheduled meeting will be held on June 15, 2026. Special Board meetings may be called at any time. Please see our website for information on [upcoming Board meetings](#). Highlights of the Board meetings are also shared via [X/Twitter](#).