



DATE:	Monday November 25, 2024 – 9:30 am
SUBJECT:	Executive Committee Meeting
ATTENDEES:	Doug Brown (Chair), Connie Beck, JP Eskander, Adrienne Katz, Siva Sivapalan
GUESTS:	Anna Matas, Tatha Swann
STAFF:	Susan James, Thomas Custers, Christian Guerette, Todd Leach, Vera Patterson
LOCATION:	Microsoft Teams

1. Welcome & Land Acknowledgement

The Chair called the meeting to order at 9:34am and Vera Patterson offered a land acknowledgement.

2. Declaration of Conflict of Interest

No conflicts were declared.

3. Approval of Minutes

Motion: **THAT** The Executive Committee approve the October 30th and November 4th meeting minutes as presented.

The motion was moved and seconded. The motion **CARRIED**.

4. *In Camera* - Pursuant to Health Professions Procedural Code 7(2)(e)

Executive Committee Chair dismissed staff while the Committee received advice from independent legal counsel.

**JP Eskander departed at 11:00 am*

**Staff rejoined the meeting at 11:40am*

5. Draft Agenda for Board of Directors Meeting December 9-10.

The Executive Committee reviewed the draft agenda for the December 9 - 10 Board meeting.

Discussion centered around clarifying which decisions the Board will be asked to consider at the December meeting.

There was additional discussion on the process, roles and responsibilities of the Ministry of Health and the Ontario College of Pharmacists regarding expansion of scope of practice. Ms. James provided an overview of the process to date, which started with the Ministry's request for the College to submit a recommendation for additional minor ailments in the fall of 2023.

Ms. James noted that the College requires further direction from the Ministry before initiating regulators drafting, however in anticipation of such direction, the Board will be asked to consider the requirements needed to ensure the safe implementation of the proposed new scope.

6. Skills Matrix Survey Questions

In accordance with Board Policy 3.3, the Executive Committee reviewed the focus of the 2024 Board Director Skills Matrix survey questions.

The competencies were compared to those discussed during the March 24th Board Retreat, where the Board compared ranked OCP current and sector partner competencies to identify those most relevant to its operations.

The Executive Committee concluded that updating the competencies evaluated in the 2024 Board Director Skills Matrix survey to align with the Board's current priorities would enable it to better serve the public.

Motion: THAT the Executive Committee direct the Governance Committee to amend the 2024 skills matrix as recommended. (Human Rights elements to be aligned with either the Canadian or Ontario Code).

The motion was moved and seconded. The motion **CARRIED**.

***Siva Sivapalan recused himself from this decision.**

7. *In Camera* - Pursuant to Health Professions Procedural Code 7(2)(d)

Executive Committee Chair dismissed staff while the Committee discussed matters concerning personnel.

8. Adjournment

There being no further business, the Chair adjourned the meeting at 12:45pm.

Doug Brown
Board Chair

Vera Patterson
Governance Coordinator