

SEPTEMBER 2024 BOARD MEETING

As recorded at the Board of Directors' regularly scheduled meeting held on September 15th and 16th, 2024. This meeting was hosted in-person at the College and virtually via MS Teams.

BOARD DECISIONS

WELCOMING NEW BOARD DIRECTORS

The Board approved the appointment of Siva Sivapalan and Wilf Steer, who were each re-elected to the Board for a three-year term as pharmacist directors. Simon Boulis joins the Board after being elected as a pharmacist director for a three-year term.

ELECTION OF EXECUTIVE COMMITTEE

After brief candidate presentations, the Board elected pharmacist Doug Brown as its new Chair and pharmacy technician Connie Beck as its Vice-Chair. This marks the first time that a pharmacy technician has held the Vice-Chair role on the Board.

The Executive Committee, which comprises the Board's Chair and the Vice-Chair as well as three more Board Directors—such that the Committee includes at least two elected directors and two public directors—was also elected. The names of Board directors expressing interest in serving on the Executive Committee, along with their statement of qualification, were reviewed by the Governance Committee. After voting, the following directors were elected to serve with the Board Chair and Vice-Chair on the Executive Committee:

Public Directors:

- Adrienne Katz
- JP Eskander

Elected Director:

- Siva Sivapalan

A briefing note on the Executive Committee election, along with candidate election statements, can be found starting on page 96 of the [Board materials package](#).

GOVERNANCE REVIEW INITIATED

A motion to initiate an independent third-party governance review that will be guided by the Board was approved. The Board will set the parameters of the review, choose the reviewer and lead the consideration of findings. A special committee was appointed to make recommendations to the Board regarding the review, including carrying out the RFP process and communicating and directing any third party to carry out the wishes of the Board. Further details on the motion are available starting on page 20 of the [Board materials package](#).

BOARD VACANCIES

Former Chair James Morrison announced his resignation from the Board, effective following the meeting on September 16. Mr. Morrison was presented with a crystal gavel in commemoration of his leadership and contributions to the College's mandate. To fill the elected position vacancy, the Board passed a motion to declare the eligible registrant with the next highest number of votes in the August 2024 election be acclaimed for a 1-year term. As a result, Megan Peck will join the Board at the next regularly scheduled meeting in December 2024.

Public director Randy Baker also announced his resignation from the Board, effective immediately. A new public director will be announced once appointed by the Public Appointments Secretariat. Randy was thanked by the Chair for his contributions to the Board and various committees over the past three years.

BY-LAW CHANGE TO ALTER COMPOSITION OF ACCREDITATION COMMITTEE DEBATED

The Board voted not to pass proposed By-Law amendments that would replace Public Directors with Lay Committee Appointees on the Accreditation Committee. Further details about the proposed By-Law change are available starting on page 147 of the [Board materials package](#).

REGISTRATION-RELATED RESOLUTIONS APPROVED

In anticipation of upcoming regulation changes that affect registration requirements, the Board agreed to approve registration-related resolutions listed in *O. Reg. 256/24 under the Pharmacy Act, 1991*, and to rescind registration-related resolutions listed in *O. Reg. 202/94*, effective October 1, 2024. These resolutions will be used by College staff in processing applications for certificates of registration. The new resolutions will be posted on OCP's website on or after October 1, 2024, and will be communicated publicly. Further details about the registration resolutions are available starting on page 150 of the [Board materials package](#).

SUPERVISION OF PHARMACY PERSONNEL POLICY APPROVED

To support registration and quality assurance regulation changes coming into effect on October 1, 2024, the Board approved a new Supervision of Pharmacy Personnel Policy to articulate the College's expectations of registrants related to supervising registered pharmacy personnel, non-registered pharmacy personnel, and other regulated health professionals. This policy brings together the provisions and requirements found in the *Pharmacy Act, 1991*, and its regulations, the *Drug and Pharmacies Regulation Act, 1990*, and the *Regulated Health Professions Act, 1991*, to which all pharmacy professionals are accountable. More information can be found starting on page 162 of the [Board materials package](#).

PUBLIC CONSULTATION ON PROPOSED BY-LAW CHANGES APPROVED

Proposed updates to the College By-Law that address changes in regulations, application of gender-neutral language, changes or additions to certain administrative fees, and updates to the public register were approved for circulation in a 60-day

public consultation to begin in the coming weeks. The updates also bundle together a number of housekeeping changes related to numbering, section titles, deletion of outdated references or updating of terminology that do not change the intent of the By-Law or introduce new provisions. Details on how to provide feedback during the consultation will be shared in the College's communication channels as soon as they are available, and further information about the proposed By-Law updates can be found starting on page 223 of the [Board materials package](#).

2025 OPERATIONAL PLAN

The Board confirmed the College's priorities and direction for the development of the 2025 Operational Plan, which outlines key areas of focus for the College over the coming year. The Operational Plan is aligned with the College's 2024-2028 Strategic Plan that was approved by the Board at its March 2023 meeting and will inform the 2025 budget to be presented to the Board at its December 2024 meeting. Further details about the Operational Plan are available starting on page 427 of the [Board materials package](#).

COMMITTEE SLATE APPROVED

The Board reviewed and approved the Governance Committee's proposed slate of candidates for all statutory and standing committees, drawn from a list of individuals who have served previously and have been recommended for reappointment, and from a list of individuals who have applied and been assessed as qualified by the Screening Committee. The full list of approved committee members, each of whom will serve for a term that expires at the first regular meeting of the Board following the next regular election, are listed on the College [website](#).

CHANGES TO INVESTMENT POLICY APPROVED

The Board approved changes recommended by the Finance and Audit Committee that add a conflict-of-interest clause to Board Policy 4.12 – Investments stating that the College may hold direct investments in companies with pharmacy operations provided these operations are not part of the company's 'core' business and that the total investment in such companies does not exceed 5% of the entire investment portfolio. Additionally, the approved changes permit the College to hold GIC investments in a major Canadian bank or managed through an approved investment manager, providing the banks

maintain a credit rating of A or above. Details about the approve changes to the policy can be found starting on page 176 of the [Board materials package](#).

APPOINTMENT OF AUDITOR

Following a recommendation from the Finance and Audit Committee, the Board approved the reappointment of Tinkham LLP Chartered Professional Accountants as auditor for 2024. Further details are available starting on page 194 of the [Board materials package](#).

OTHER BOARD UPDATES

COMMITTEES REPORT ON PAST YEAR'S ACTIVITIES

Each of the statutory and standing committees provided the Board with a report on their work over the past year, including highlights, training, challenges and trends. Copies of the committee reports are available starting on page 195 of the [Board materials package](#).

REGISTRAR'S REPORT

The Acting Registrar provided an update to the Board on recent operational activities at the College, part of a standing agenda item that helps them fulfil their oversight role. Highlights included government consultations on scope of practice and preferred provider networks, modernization of the Veterinarians Act, 1990, Health Canada policies and rule changes, and an update on several operational projects and initiatives. Further details are available starting on page 35 of the [Board materials package](#).

The Board also received a quarterly update on the College Performance Dashboard which measures how the College is tracking towards its 2024 targets. Results from Q2 are available starting on page 58 of the [Board materials package](#).

An update was also provided on the College's latest employee engagement survey results.