



THE COLLEGE OF
VETERINARIANS
OF ONTARIO

Council Meeting

September 27 and 28, 2017
9:00 a.m., Council Chamber

MINUTES

Presiding Officer: Dr. Marc Marin

Members present: Dr. Jennifer Day
Dr. Tyrrel de Langley
Ms. Diane Freeman
Mr. Andrew Glenny
Mr. Murray Hunt
Dr. Steven Jacobs
Dr. Patricia Lechten
Dr. Richard Liddell
Mr. Donald Mayne
Dr. Paula Menzies
Ms. Claudia Newman
Dr. Sandra Rice
Dr. Liz Saul
Dr. Suminder Sawhney
Dr. Sarah Thompson
Dr. Susan Warren

Appointed officer: Ms. Jan Robinson, Registrar and CEO

Regrets: Dr. Larry Caven

Staff in Attendance: Ms. Kim Huson, Communications Specialist
Dr. Kim Lambert, Associate Registrar, Quality Practice
Ms. Anita Lovrich, Policy Specialist
Ms. Beth Ready, Executive Partner, Corporate Services
Ms. Shilo Tooze, Associate Registrar, Licensure

Guests: Ms. Agnes Pawelek, OMAFRA Representative
Ms. Cathi Mietkiewicz, Steinecke Maciura LeBlanc

Observers: Ms. Megan Callaway
Ms. Ashley Coles
Ms. Rose Robinson
Dr. Susan Sabatini

1. Call to order

Dr. Marin called the meeting to order at 9:00 a.m. and welcomed Councillors and observers who were in attendance.

Dr. Marin welcomed Mr. Donald Mayne, a new public member appointed by the Lieutenant Governor of Ontario. Mr. Mayne was presented with a CVO lapel pin.

2. Adoption of Agenda

MOTION: It was moved and seconded,

“That the agenda be adopted as circulated.”

CARRIED

3. Conflict of Interest

No conflicts were declared.

4. Consent Agenda

Councillors reviewed the consent agenda and it was requested that

- 4.2 – President’s Report
- 4.3 – Registrar’s Report
- 4.4.1 – Accreditation Report
- 4.4.4 – Discipline Report
- 4.4.5 – Executive Report

be removed from the consent agenda to be discussed separately.

All of the following consent agenda items were approved as presented:

- 4.1 Minutes from the June 14, 2017 meeting
- 4.4 Committee Reports
 - 4.4.2 Registration
 - 4.4.3 Complaints
 - 4.4.6 Quality Assurance
 - 4.4.7 Governance, Audit and Risk

MOTION: It was moved and seconded,

“That the Consent Agenda be approved with item 4.2, 4.3, 4.4.1, 4.4.4, and 4.4.5 to be discussed separately.”

CARRIED

4.2 President’s Report

Dr. Marc Marin provided an update on his attendance at the American Association of Veterinary State Boards (AAVSB) Conference.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario accept the President’s Report as presented.”

CARRIED

4.3 Registrar’s Report

A Councillor inquired about the Communications Report relating to site users. The Communications Specialist informed Council that the percentage of site users has been consistent. The College website did have an increase in website traffic in the past year due to media attention relating to College discipline cases.

An update was provided to Councillors relating to the Veterinary Skills Training and Enhancement Program (VSTEP). The program supports internationally trained veterinarians to transition to practice in Ontario. For several years, the program has had difficulty attracting local candidates. At a recent Board meeting a decision was made to discontinue the VSTEP program at the end of its current funding agreement. The College intends to apply for government funding to determine how to better meet the needs of international candidates.

The Registrar reported that as a result of the College’s Growing Forward 2 (GF2) work a new group has been formed called the Ontario Veterinary Leadership Collaborative on Antimicrobial Resistance. The terms of reference and mandate have been finalized with the group. Its first full meeting will be held in early 2018.

The Registrar informed Council that a discussion will be held with Health Canada and the Canadian Council of Veterinary Registrars (CCVR) regarding prescription monitoring programs in Canada.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario accept the Registrar’s Report as presented.”

CARRIED

4.4.1 Accreditation Report

Clarification was provided on questions relating to exemptions from the *Minimum Standards for Veterinary Facilities in Ontario*.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario accept the Accreditation Committee Report as presented.”

CARRIED

4.4.4 Discipline Committee Report

A Councillor commented that she found the chart relating to process enhancements for Discipline Committee members to be very beneficial. The chart outlined supports that were already in place and work that will be pursued in the upcoming year.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario accept the Discipline Committee Report as presented.”

CARRIED

4.4.5 Executive Committee Report

The President reported that interviews were held relating to the Ontario Veterinary College (OVC) student representative role. The purpose of the student representative is to act as a student liaison between the College of Veterinarians of Ontario and the Ontario Veterinary College. A candidate was selected and she is looking forward to her new role with the College.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario accept the Executive Committee Report as presented.”

CARRIED

5. Strategic Alignment

5.1 Evaluation

- June 14, 2017

Mr. Murray Hunt introduced this agenda item.

Council reviewed the meeting evaluation from its meeting held June 14, 2017. Mr. Hunt reported that the Governance, Audit and Risk Committee (GAR) reviewed the evaluation report.

The GAR Committee discussed the re-organization of a “Governance Toolkit”. There are several documents that exist on the Council intranet site as references. The Committee reviewed the intranet resource site and suggested that it would be beneficial to invite two Councillors to review the resource area on the Council intranet and provide comments or suggestions for modifications. Dr. Liz Saul and Dr. Susan Warren volunteered to review the site.

Councillors are encouraged to complete the evaluation form and provide any comments.

5.2.1 Strategy 2020 Tactics

Council reviewed the Strategy 2020 update on first year tactics which included objectives, tactics and accomplishments.

The document was provided to Council for information.

5.3 Policy Review and Project Priorities Tracking

This was provided for information.

5.4 Balanced Scorecard

Mr. Murray Hunt introduced this agenda item.

Council is provided with a Scorecard Dashboard and completed Indicators Table on a quarterly basis. The Dashboard is a high-level document populated in colour to assist with drawing easy attention to areas that may require deeper examination.

Council reviewed and discussed the Dashboard and completed Indicators for the third quarter – April, May, June 2017.

5.5 Council Roundtable

Media Trends - Regulatory Trends - Legal Trends

Councillors were provided by staff with the top trends relating to the media, regulatory bodies and legal cases.

Councillors reviewed each category and provided comments.

General Trends

Councillors were given the opportunity to raise any matter that they believe is relevant to the College. Comments included:

- Dr. Steven Jacobs provided an update on his attendance at the Council on Licensure, Enforcement and Regulation (CLEAR) conference
- recent article in the news relating to millions of dollars doctors receive from pharmaceutical companies each year – will this become legislated? What are the implications for Veterinarians?
- CBC report on individuals purchasing fake degrees from diploma mills
- Councillors have received calls from members regarding legislative reform – seems to be a lack of understanding and misinformation
- Dr. Liz Saul provided an update on her attendance at the American Association of Veterinary State Boards (AAVSB) Conference
- capabilities regarding audit trails with certain veterinary software programs
- Globe and Mail article relating to physicians accepting gifts, of any size, and the impact this has on their professional obligation
- the Registrar reported that: Dr. Paul Innes will be speaking at the December Council meeting relating to the Plant and Animal Health Strategy for Canada, dialogue is ongoing relating to the VCPR within bees and apiculture sector, and on her attendance at the Ontario Veterinary College Welcoming Ceremony

6.1 Financial Statements ending August 31, 2017

Council reviewed the Variance Report, Balance Sheet, and Revenue and Expenses Statement, ending August 31, 2017.

These documents are presented as information only.

6.2 Budget 2018

The Registrar provided an overview on the key areas of importance in formulating the proposed 2018 budget. The Registrar responded to questions of Councillors regarding a more detailed explanation of certain lines.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario move in-camera to discuss a human resource matter.”

CARRIED

All staff and guests present, left the meeting for the duration of the discussion.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario move out of in-camera.”

CARRIED

6.3 Property

This item was brought forward for information only.

Council previously had discussions relating to the repair of the College building front ramp and stairs. The Registrar reported that extensive reviews have taken place over the last several months with regards to this project.

Council, along with the Ontario Association of Veterinary Technicians (OAVT) approved a move forward to consider one piece of legislation to licence and regulate both professions. In consideration of this, and should a new Act come to pass, consideration needs to be given to the current space requirement to implement a new governance and management structure.

The Registrar reported that all opportunities are being studied to understand future space options as well as determining the best decision to repair the existing front entrance ramp and stairs.

Council will be provided with further information once it is available.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the proposed Operating Budget for the year 2018, as presented.”

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the proposed Capital Budget for the year 2018, as presented.”

CARRIED

7. Public Policy

At this time the Registrar provided a presentation on Regulatory Effectiveness.

7.1 Regulatory Effectiveness

For many, many years, the discussion in the international regulatory community has increasingly become focused on how does a College know as a regulator that it makes a difference. How does the College know our mandate and policies are effective? How does the College demonstrate and communicate this publicly? This conversation has led to many discussions on what is regulatory risk and how to define risk and harm within a profession, and to an increase of literature on the elements of regulatory effectiveness.

After years of a comprehensive review of worldwide regulatory trends in the area of effectiveness, it is proposed that the Council articulate its approach and aim for regulatory effectiveness, publicly.

Council was provided for its consideration a draft proposed public Position Statement on Regulatory Effectiveness, a list of areas of potential risk and a process for discussing, monitoring, measuring and reporting risk analysis and mitigation. The proposed set of tools are intended to provide a broader and stronger articulation of the College’s commitment to effectiveness and to the College’s approach. They seek to clarify the areas of risk that need to be the College’s focus in order to enhance its effectiveness.

Council robustly discussed this agenda item and provided its feedback.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the direction on regulatory effectiveness as presented.”

CARRIED

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario adopt the Regulatory Effectiveness Process Flow Chart as a process for Council moving forward.”

CARRIED

At this time Council considered Agenda Item 8.1.1 and 8.1.2.

8. Organizational Policy

8.1.1 By-Laws Revision

Ms. Cathi Mietkiewicz, from Steinecke Maciura LeBlanc attended the meeting for this agenda item.

Dr. Steven Jacobs introduced this agenda item.

The College By-Laws are one of the main foundational documents which set out the rules on which the Council manages its business. The College By-Laws have not been reviewed for many years. To assure their currency, By-Laws require periodic legal review. Ms. Cathi Mietkiewicz was contracted to complete the review.

Council considered a new draft version of the By-Laws as well as annotated notes from Ms. Mietkiewicz highlighting key areas of change. Council thoroughly reviewed the document and provided its feedback and edits.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the draft By-Laws as amended for public consultation.”

CARRIED

The Registrar reported that the draft, amended By-Laws will be circulated for public consultation mid-November and returned to Council in March 2018.

8.1.2 Schedule 1 – Fees

Ms. Shilo Tooze, Associate Registrar, Licensure introduced this agenda item.

The College By-Law review was undertaken to streamline, modernize and improve clarity. The review resulted in many proposed changes, including a set of changes to the Licensure and Professional Corporations areas. This has led to an examination of the fees listed in Schedule 1 of the By-Laws.

Council considered a document outlining the proposed changes to Licensure and Professional Corporations Fees.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the proposed fee changes to Schedule 1 to the By-Laws – to be circulated for public consultation as part of the proposed By-Law changes.”

CARRIED

7. Public Policy

7.2 Position Statement – Veterinary Stewardship of the Responsible Use of Antimicrobial Drugs in Animals

The Registrar introduced this agenda item.

At its meeting in March, Council directed the development of a position statement to provide an overarching visible public comment on Council's commitment to the significant and important multi-stakeholder work to combat antimicrobial resistance.

Council considered a draft Position Statement on Veterinary Stewardship of the Responsible Use of Antimicrobial Drugs in Animals and provided its feedback.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario adopt the Position Statement on Veterinary Stewardship of the Responsible Use of Antimicrobial Drugs in Animals as circulated.”

CARRIED

7.3 Policy Statement – Managing Questions of Ownership and Ownership Disputes of Companion Animals

The Registrar introduced this agenda item.

At its meeting in March, Council considered a draft policy statement along with a briefing note outlining several issues and to highlighting potential areas that Council may want to discuss. It was determined that further clarification was required. Council directed staff to revise the draft policy statement and to consider rescues, fosters, and boarding stables in relation to the topic, and return a next draft to a future Council meeting.

College staff completed further analyses and made revisions. The Executive Committee also reviewed the document and offered its feedback.

Council considered a revised draft Policy Statement on Managing Questions of Ownership and Ownership Disputes of Companion Animals and provided its feedback.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario adopt the Policy Statement on Managing Questions of Ownership and Ownership Disputes of Companion Animals as circulated.”

CARRIED

It was noted that scenarios and frequently asked questions would be included when publishing the statement.

7.4 Revising the *Minimum Standards for Veterinary Facilities in Ontario*

Dr. Sandy Rice introduced this agenda item and Dr. Kim Lambert, Associate Registrar, Quality Practice answered any questions posed of Council.

At its meeting in June, Council approved the following circulation to the public for a modification to the *Minimum Standards for Veterinary Facilities in Ontario*:

- a) Removal from Titles 1-12 under the Library Section of the Minimum Standards for Veterinary Facilities in Ontario the standard which states that the facility must contain a Compendium of Pharmaceuticals and Specialties published within the last three years, and
- b) Adding to Titles 1-12 under the Library Section of the Minimum Standards for Veterinary Facilities in Ontario the standard which states that the facility must contain a human pharmaceutical reference that is relevant to the Canadian context (hard copy or internet access is acceptable).

Council considered feedback provided through the public consultation.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the revision to the *Minimum Standards for Veterinary Facilities in Ontario* as stated.”

CARRIED

Adjourn:

MOTION: It was moved and seconded,

“That the meeting of Council be adjourned.”

CARRIED

The meeting adjourned at 4:10 p.m.



THE COLLEGE OF
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MINUTES

September 28, 2017

Presiding Officer: Dr. Marc Marin

Members present: Dr. Jennifer Day
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Mr. Murray Hunt
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Appointed officer: Ms. Jan Robinson, Registrar and CEO

Regrets: Dr. Larry Caven

Staff in Attendance: Ms. Kim Huson, Communications Specialist
Dr. Kim Lambert, Associate Registrar, Quality Practice
Ms. Anita Lovrich, Policy Specialist
Ms. Beth Ready, Executive Partner, Corporate Services
Ms. Shilo Tooze, Associate Registrar, Licensure

Guests: Drs. Barbara and Ken Leslie
Mr. John Stevens, OVMA Representative

Observers

Ms. Aneeta Bharij
Ms. Megan Callaway
Ms. Ashley Coles
Mr. Martin Fischer
Ms. Lindsay Mitchell
Ms. Rose Robinson
Dr. Susan Sabatini

7.5 Strategic Plan Year 1 – Expert Panels

Dr. Patricia Lechten introduced this agenda item.

As part of Year 1 Tactics for Strategy 2020, Council approved the establishment of two expert panels – one veterinarian and one non-veterinarian. Both panels are intended to inform Council policy work and broaden Council reach and debate.

Council considered Terms of Reference for a Public Advisory Panel and a Veterinary Practice Panel. Council provided feedback relating to the membership representation of both panels.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the Terms of Reference for the Public Advisory Panel as amended.”

CARRIED

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the Terms of Reference for the Veterinary Practice Panel as amended.”

CARRIED

It was noted that staff will begin recruiting members for each panel. An interview process will take place to select panel members for both panels.

At this time Ms. Anita Lovrich provided a presentation to update Council on the work and areas of discussion of the Prescribing and Dispensing Working Group.

Council has seen a number of drafts of each professional practice standard. As per Council direction, the drafts on Prescribing Drugs and Dispensing Drugs have undergone both targeted and broad consultation. As a result, further revisions were made to the standards.

At its meeting held in March, Council directed staff to forward the Professional Practice Standards (Prescribing, Dispensing, and Use of Compounded Products in Veterinary Practice) back to the Prescribing and Dispensing Working Group for its review and recommendations.

The Working Group has reconvened and is meeting regularly to advance this work. Final recommendations will be provided to Council on the standards related to prescribing, dispensing, extra label drug use and compounding. It is anticipated that the working group will report its recommendations to Council at its March 2018 meeting.

7.6 Professionalism

Dr. Sarah Thompson introduced this agenda item. Dr. Kim Lambert, Associate Registrar, Quality Practice led the discussion.

As part of Strategy 2020, addressing professionalism is one of the 5 key objectives. One of the Year 1 Tactics is to define and establish professionalism and self-regulation in the practice of veterinary medicine. At the Quality Assurance Committee meeting held in May, staff introduced the work that has been initiated on professionalism.

College staff has completed a literature review on professionalism that includes research on professionalism in veterinary medicine and human medicine. It also includes an environmental scan of professionalism definitions, documents, and resources by other regulated professionals in Ontario as well as other veterinary jurisdictions across Canada and internationally.

At its meeting held in August, the Quality Assurance Committee considered a proposed conceptual framework. It was the decision of the Committee to seek direction from Council to assist in determining a framework that would appropriately position professionalism in relation to ethics and competence.

Council was provided for its consideration with two proposed conceptual frameworks. Council robustly discussed each framework and provided its feedback.

It was a decision of Council to return the documents to the Quality Assurance Committee for further development and dialogue.

8. Organizational Policy

8.2 Policy – Performance Audits

Mr. Murray Hunt introduced this agenda item.

Performance audits are mentioned as a potential regulatory and risk management tool within the College's Performance Evaluation Framework. Given that a performance audit is an instrument of Council and can be triggered by many factors, the Governance, Audit and Risk Committee felt it would be useful to have a specific governance policy to address the process surrounding such an audit.

A draft policy on Performance Audit was considered by Council.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the Performance Audit Policy as presented.”

CARRIED

8.3 Policy – Exit Interviews for College Councillors

Mr. Murray Hunt introduced this agenda item.

At a recent Governance, Audit and Risk Committee meeting, it was identified that the current exit interview process for Councillors did not link to an existing governance policy. The Committee directed that a policy be developed for Council consideration.

Council considered a draft Exit Interviews for College Councillors policy. Council also reviewed the Term Completion Interview Template and Councillor Early Exit Interview Template and provided its feedback.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the amended Exit Interviews for College Councillors policy.”

CARRIED

8.4 Appointment of Deputy Returning Officers for Election 2017

The Registrar introduced this agenda item.

The Registrar brought forward two names who indicated were interested in serving as Deputy Returning Officers for the election to be held on October 3, 2017.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario, in accordance with By-Law 8(1) appoint Dr. Carolyn Kerr and Dr. Marco Mazzocco as Deputy Returning Officers for the elections to be held in Electoral District #9, #10, and #12 on October 3, 2017.”

CARRIED

8.5 Annual General Meeting / Members’ Forum

Ms. Claudia Newman introduced this agenda item.

Each year at the Annual General Meeting of members in January, a topic is selected for the focus of the Members’ Forum. The meeting is held in conjunction with the Ontario Veterinary Medical Association’s annual conference.

The Executive Committee presented to Council its’ ideas related to potential topics. The options proposed by the Executive Committee included: the new Accreditation Model or a “Hot Topics” – discussion which would showcase: telemedicine, antimicrobial resistance, marijuana and animals, and animal welfare.

After a lengthy discussion, Council decided on an alternate topic focused on risk and profession based regulation.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario approve the topic of public protection and risk for the Members’ Forum to be held in January 2018.”

CARRIED

At this time Drs. Barbara and Ken Leslie, Project Managers for the Growing Forward 2 (GF2) project provided a presentation on the project’s outcomes titled “Setting an Action Agenda for Veterinary Stewardship of Antibiotic Use in Food Animals in Ontario.”

Councillors found the presentation to be very informative. It was noted that a webinar on the project’s outcomes will be completed in October.

8.6 Notice of Motion

A Notice of Motion is the way in which a Councillor can request Council take action on an issue, as per Robert’s Rules and CVO By-Laws.

At its meeting held June 14, 2017, Mr. Murray Hunt made the following statement of intent to make a motion at the next Council meeting:

That Council entertain a motion to address graduated licensing.

Mr. Hunt spoke to the matter of approving a study to determine if a graduated entry program for veterinarians would be beneficial to the public, the College and to the profession. Council carefully considered and debated the information provided by Mr. Hunt.

MOTION: It was moved and seconded,

“That the Council of the College of Veterinarians of Ontario direct staff to not move forward with the Notice of Motion to address graduated licensing.”

16 For
1 Abstention
CARRIED

9. Other Business

None

10. Notice of Motion

None

11. Confidentiality

Councillors were reminded that Council meetings are public meetings.

Information discussed in in-camera sessions must be kept confidential by all in attendance. All budget/financial documents are not to be shared outside of the meeting as these documents are working documents of Council and not public material.

Minutes of the Council meeting are not approved until its next meeting.

12. Evaluation Form

The Council meeting evaluation form will be forwarded for completion electronically via Survey Monkey. Councillors are encouraged to complete the evaluation which is helpful in continually improving future Council meetings.

13. Date of Next Meetings

The next regular meeting of Council will be held on December 5 and 6, 2017 at 9:00 a.m.

14. Adjourn

MOTION: It was moved,

“That the meeting of Council be adjourned.”

CARRIED

The meeting adjourned at 12:15 p.m.

Marc Marin, DVM
President

Date

Jan Robinson
Registrar and CEO

Date

Beth Ready
Recording Secretary

Date