



142nd Board Meeting Minutes

Date: January 31, 2025, 1:13 PM – 4:26 PM (Hybrid)

Board of Directors:

James Matera, RDT, Chair
William (Bill) Van Evans, RDT (Vice-Chair)
Abena Buahene, Public
Shanice Fontaine, RDT
Tayla McGuckin, Public
Mark Peters, RDT
Nawaz Pirani, Public
Rehan Siddiqui, Public
Clark Wilson, RDT
Adela Witko, RDT
Franz Yagin, RDT

Staff:

Judith Rigby, Registrar & CEO
Paola Bona, Registration & Exams
Leanne Cheng, Governance and Regulatory Affairs
Rose Far, Policy and Strategic Projects
Safyia Mohammed, Registration and Administration
Rihanna Omar, Professional Conduct, EDI Lead
Ashney Patrick, Communications

Guests:

Emily Graham, Steinecke Maciura LeBlanc

Regrets:

Asif Khan, Public

1. Call to Order

The Chair called the 142nd Board meeting to order at 1:13 pm.

2. Opening Remarks

The Chair invited S. Fontaine to deliver the land acknowledgement and held a moment of reflection so each attendee may consider what the land acknowledgement means to them and how we can move forward towards reconciliation. Directors joined the Chair in welcoming Mark Peters, recently elected in the By-Election for the Toronto and Peel Region, to the Board.

3. Approval of Agenda

MOTION: THAT the agenda be approved as presented.

MOVED BY: W. Van Evans and seconded by S. Fontaine

CARRIED

4. Conflict of Interest Declaration

There were no changes to the annual conflict of interest forms or declarations for the items to be discussed at the meeting.

5. Consent Agenda

MOTION: THAT the consent agenda be approved as presented

MOVED BY: N. Pirani and seconded by R. Siddiqui

CARRIED



6. Election of Officers and Executive Committee

6.1 Process for Elections of Officers

As per the College's By-Laws, the Registrar is responsible for supervising the Elections of Officers and Executive Committee. The Registrar reviewed the elections process which was revised and approved by the Board on December 6, 2024, through Policy 6.1 of the Governance Policy Manual. Directors were informed that nominations were received in advance but would also be taken from the floor. Nominees would have three minutes to address the Board before scrutineers distributed the ballots.

6.2 Nomination for Scrutineers

The Registrar called upon two of her Staff to support elections as scrutineers, Paola Bona and Leanne Cheng.

6.3 Nomination and Election of the Chair

The Board was informed that J. Matera and W. Van Evans had nominated themselves in advance of the meeting. W. Van Evans withdrew his nomination. No further nominations were received from the floor. J. Matera was elected as Chair of the Board of Directors by acclamation.

6.4 Nomination and Election of the Vice-Chair

The Board was informed that W. Van Evans nominated themselves in advance of the meeting. No further nominations were received from the floor. W. Van Evans was elected as Vice-Chair of the Board of Directors by acclamation.

6.5 Nomination and Election of Executive Committee Members

The Registrar informed the Board that following the election of the Chair and Vice-Chair, the Executive Committee requires two more Public Directors and one Elected Director to meet its composition. Elections for Public Directors will begin first.

The Board was informed that T. McGuckin, N. Pirani and R. Siddiqui nominated themselves in advance of the meeting. T. McGuckin withdrew her nomination. No further nominations were received from the floor. N. Pirani and R. Siddiqui were elected to the Executive Committee by acclamation.

The Board was informed that M. Peters and A. Witko nominated themselves in advance of the meeting. No further nominations were received from the floor. Ballots were circulated after both nominees had the opportunity to address the Board for three minutes. A. Witko was elected to the Executive Committee by a majority vote.

The Registrar informed the Board that the Executive Committee is composed of J. Matera as the Chair, W. Van Evans as the Vice-Chair, and Executive Committee members N. Pirani, R. Siddiqui and A. Witko. She thanked the Board for their participation and congratulated those elected.



6.6 Motion for Destruction of Ballots

MOTION: THAT the ballots for the Election of Officers and Executive Committee are destroyed.

MOVED BY: C. Wilson and seconded by A. Witko

CARRIED

7 Governance

7.1 Committee Slate

The Executive Committee met during the break to review the Committee Slate and are recommending it to the Board for approval. This Slate was drafted by the Recruitment Committee using the Committee Competency Framework that was approved for pilot at the September 27, 2024 Open Executive Committee meeting. The Slate was drafted with consideration of competencies, Committee composition, continuity of members and fresh perspectives, and balance in workload.

MOTION: THAT the Committee Slate be approved as presented.

MOVED BY: C. Wilson and seconded by M. Peters

CARRIED

7.2 Rise and Report – Board Workshop

The Chair reported on the Board workshop held in the morning of the Board meeting. The Board reviewed the Risk Register and considered pertinent issues that the Board should be planning for. It was an excellent workshop that was facilitated by Erik Lockhart, Lockhart Facilitation Inc., to keep the Board focused and effective.

7.3 2024 Board Annual and Meeting Evaluation

Each year the Board completes an annual evaluation to assess whether it is functioning effectively and meeting its governance responsibilities. It also fosters continuous improvement of the Board and the Directors. The evaluation identifies strengths as well as areas that need improvement.

While the evaluation was overall positive, the Board received a needs improvement rating without additional comments on “the Board, including through the Executive Committee, is actively and appropriate involved in setting direction for and approving the financial plan/budget”. The Chair encouraged Directors to provide details in the comments to ensure that the Board and Staff are addressing the concerns appropriately.

A. Buahene and R. Siddiqui left the meeting at 2:00 pm.

7. Board Education – Governance and Bias Training

E. Graham of Steinecke Maciura LeBlanc provided Governance and Bias training to the Board. The Board learned about foundational concepts including the self-regulation model, public interest and supporting legislation. The Board considered scenarios and identified whether a task is the responsibility of the Board or operational. It also identified whether actions in a scenario were a sign of good or bad governance. The presentation concluded



with critical aspects of a Director's duty to be conscious of bias, declare conflicts of interest and maintain confidentiality.

T. McGuckin left the meeting at 2:45 pm and C. Wilson left the meeting at 3:05 pm.

R. Siddiqui returned to the meeting at 3:15 pm.

8. Registrar's Update

The Registrar had no updates for the Board.

9. In-Camera Session

The Chair informed attendees that the public portion of the meeting concluded and that the Board will move in-camera to discuss the CEO Performance Evaluation. He thanked attendees for joining and looks forward to seeing them at the next Board meeting on April 25th.

MOTION: THAT the Board move in-camera to discuss matters relating to the CEO Performance Evaluation.

MOVED BY: F. Yagin and seconded by A. Witko

10. Meeting Adjournment

MOTION: THAT the Board move out of camera and adjourn the 142nd Board Meeting at 4:26 pm.

MOVED BY: A. Witko and seconded by F. Yagin

CARRIED



Status Updates on Board Decisions

Board of Directors Meeting	Item	Action	Status
December 6, 2024	Investment Policy	Governance Policy Manual to be revised for the Registrar's responsibility to disclose conflict of interests.	In progress