

Meeting Venue

COBC Office, 2855 Arbutus Street, Vancouver

Sunday, February 5, 2017

10:00 am - 5:00 pm

Meeting called by David McGowan, Chair

Board Members:

Polly Lee (District 1, Lower Mainland)

Aly Jamal (District 1, Lower Mainland)

Raheem Savja (District 2, Vancouver Island)

David McGowan (District 3, Okanagan and the Kootenays)

Stephanie Weir (District 5, Contact Lens Fitter Representative)

Pietro Luongo (Public Appointee)

Savik Sidhu (Public Appointee)

Diana Skoglund (Public Appointee)

Administration:

Connie Chong (Registrar/Executive Director)

Madison Trusolino (Project Manager)

Meagan Marsh (Assistant Registrar)

Victoria Spooner (Registration Coordinator)

Regrets:

Yvonne Ryder (District 4, Cariboo)

OUR VISION

Professionals ensuring safe, quality vision care for all.

OUR MISSION

Regulating qualified competent Licensed Opticians in the public interest.

OUR CORE VALUES

1. **Professional:** ensuring our registrants fulfill the standards of practice and code of ethics.
2. **Innovative:** constantly improving opticianry competencies and increasing of technological advancements.
3. **Safety:** ensuring registrants deliver quality, safe vision care.
4. **Integrity:** honest, credible, and practise integrity.
5. **Dedicated:** passionately committed to vigilant regulation of vision care services.

Item Number	<p>1. Call to Order</p> <p>The meeting was called to order at 10:05am.</p> <p>1.1 Oath of Office</p> <p>Raheem Savja was appointed as the District 2 Representative.</p>	David McGowan
Adoption of Agenda	<p>2. Adoption of Agenda for February 5, 2016 meeting (DECISION)</p> <p>Motion – Be it resolved: That the agenda for the Board meeting on February 5, 2017 be approved.</p>	
Conflict of Interest	<p>3. Conflict of Interest Declaration</p> <p>No conflict of interest was declared.</p>	
Approval of Minutes	<p>4. Approval of Board Minutes from October 16, 2016 & December 5, 2016 (DECISION)</p> <p>Motion – Be it resolved That the minutes from the Board meeting on October 16, 2016 and December 5, 2016 be approved.</p>	
Reports	<p>5. Board District Updates</p>	Raheem Savja
New Business	<p>6. Election of Office</p> <ul style="list-style-type: none"> • Board Chair and Vice Chair <p>Mr. McGowan was re-appointed as Board Chair and Mr. Jamal was re-appointed as Vice-Chair.</p> <ul style="list-style-type: none"> • Committee Chairs and Members <p>Motion – Be it resolved: That Clara Tam will be re-appointed to the Inquiry Committee, Polly Lee will be appointed and Heather Odermatt will be removed from the Inquiry Committee.</p>	Connie Chong

	<p>Heather Odermatt and Raheem Savja are appointed to the Registration Committee. Savik Sidhu will be appointed as Chair to the Registration Committee. Polly Lee and Megan Wingham will be removed from the Registration Committee.</p> <p>Diana Skoglund will be appointed to the Quality Assurance Committee. Stephanie Weir will be appointed as Chair of the Quality Assurance Committee. Wayne Mullen will be removed from the Quality Assurance Committee.</p> <p>Rochelle Mercier will be re-appointed on the Patient Relations Committee.</p> <p>Motion – Be it Resolved That the Plano Cosmetic Contact Lens Public Safety Committee be dissolved.</p>	
New Business	<p>7. Future of Regulation</p> <p>The Board provided suggestions for how regulation can prepare for and adapt to technological changes to opticianry specifically and healthcare generally.</p>	Aly Jamal
Unfinished Business	<p>8. Strategic Plan Review</p> <p>Motion – Be it resolved:</p> <p>The Board approves the 2017-2020 strategic plan</p>	Savik Sidhu
In-Camera	<p>9. In-camera</p> <p>Minutes from the in-camera session are filed as: “February 5, 2017 in-camera meeting minutes (draft).”</p>	David McGowan and Connie Chong
	LUNCH	
New Business	<p>10. Scope of Practice: Refracting</p> <p>The Board provided suggestions on how to address quality assurance for refracting opticians.</p>	Connie Chong
New Business	<p>11. Continuing Competency Update</p> <p>Ms. Trusolino updated the board on the Continuing Competency Project.</p>	Connie Chong and Madison Trusolino
New Business	<p>12. Conflict of Interest – Examiners</p> <p>Mr. Savja confirmed that individuals who are tied to an educational institute are unable to occupy the role of examiner at the national examinations. Ms. Chong notified the Board that individuals tied to an educational institute are now unable to occupy the role of PLAR interviewers.</p>	Raheem Savja
New Business	<p>13. Declaration of Cultural Safety and Humility</p>	Connie Chong

	Ms. Chong informed the Board of the College's commitment to the Declaration of Cultural Safety and Humility.	
Reports	<p>14. Project Updates</p> <p>Ms. Trusolino and Ms. Chong updated the board on the Pre-Assessment Readiness Tool Website, Bridging Course Development, Joint Standards of Practice, COBC Standards of Practice, National Public Awareness Campaign and the BC Health Regulators Public Awareness Campaign Projects.</p>	Connie Chong and Madison Trusolino
Reports	<p>15. Finance Reports</p> <p>Ms. Lee reported. Ms. Chong fielded questions regarding a potential deficit.</p>	Polly Lee
Committee Reports	<p>16. Committee Reports</p> <p>16.1 Inquiry Committee Report</p> <p>16.2 Registration Committee Report</p> <p>16.3 Quality Assurance Committee Report</p> <p>16.4 National Meeting Update</p>	Committee Chairs
Reports	17. Registrar/Executive Director's Report (Verbal Report)	Connie Chong
In-Camera	18. In-Camera	David McGowan
Adjournment	<p>19. Adjournment</p> <p>Having no further business to discuss, the Chair called the meeting to a close at 5:00pm.</p>	David McGowan

Standing Committees/Officer	Board Member(s)	Other Members
Discipline Committee	Aly Jamal	Herbie Kalsi, Stan Ingham, Stephanie Weir
Finance Officer	Polly Lee	
Inquiry Committee	Aly Jamal (Chair), Pietro Luongo (Vice Chair)	Clara Tam, Heather Odermatt, Rafia Tariq
Patient Relations Committee	David McGowan (Chair), Payam Moshrefzadeh, Diana Skoglund	Martin Semaniuk
Quality Assurance Committee	Stephanie Weir (Vice Chair), Diana Skoglund	Wayne Mullen (Chair), Michelle McLeod, Claudia Rojas, Yvonne Ryder,
Registration Committee	Polly Lee (Chair), Megan Wingham (Vice Chair), Savik Sidhu	Dee Manwaring, Rino Piroddi
Special Committees/Task Force	Board Member	Other Members
Policy Governance Committee	David McGowan, Savik Sidhu	
Plano Cosmetic Contact Lens Public Safety Committee	Megan Wingham (Chair), Aly Jamal	Pamela Zieffle
Registrar Evaluation Committee	Aly Jamal, Savik Sidhu	
QA Continuing Competency Program Ambassadors		Rafia Tariq, Mahmood Savji