

# **College of Opticians of BC – Board Meeting DRAFT minutes**

## **Meeting Date & Time:**

Sunday, October 22, 2017

9:30am - 4:00pm

## **Meeting Venue:**

COBC Office, 2855 Arbutus Street, Vancouver, BC

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), Chair

Stephanie Weir (District 5, Contact Lens Fitter Representative)

Savik Sidhu (Public Appointee)

Diana Skoglund (Public Appointee)

Yvonne Ryder (District 4, Cariboo)

## **Administration:**

Connie Chong (Registrar/Executive Director)

Christopher Dodge (Project Manager)

Meagan Marsh (Project Manager)

Victoria Spooner (Registration Manager)

## **Guests:**

Gillian Vrooman (Director of Communications and Engagement, College of Pharmacists of BC)

## **Regrets:**

Pietro Luongo (Public Appointee)

## **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 practice integrity.
5. **Dedicated:** passionately committed to vigilant regulation of vision care services.

Item Number	<p><b>Call to Order</b></p> <p>The meeting was called to order at 9:41am.</p>	David McGowan
Adoption of the Agenda	<p><b>1. Adoption of Agenda for October 22, 2017 meeting (Decision)</b></p> <p>Motion – Be it resolved: That the agenda for the Board meeting on October 22, 2017 be adopted.</p>	David McGowan
Conflict of Interest Declaration	<p><b>2. Conflict of Interest Declaration</b></p> <p>No conflict of interest was declared.</p>	David McGowan
Approval of Minutes	<p><b>3. Approval of Board Minutes from July 30, 2017 meeting (Decision)</b></p> <p>Motion – Be it resolved: That the minutes for the Board meeting on July 30, 2017 be approved.</p>	David McGowan
Report	<p><b>4. Strategic Plan Review</b></p> <p>The Board discussed ways to increase public and registrant’s understanding of the College, developing a relational regulation culture, and addressing new 2017 threats and weaknesses.</p>	Connie Chong
New Business	<p><b>5. Educational Institutions Partnership</b></p> <p>The Board discussed ideas on how to better partner with educational providers, and what factors were important when doing so.</p>	Connie Chong
New Business	<p><b>6. Professional Association</b></p> <p>The Board discussed the importance of having an advocacy body in the industry, the main priorities that need to be addressed by an advocacy body, and how the current state of things is affecting the College.</p>	Connie Chong

New Business	<p><b>7. Governance - Competency Based Boards</b></p> <p>The Board reviewed the need for a focus on maintaining a competency-based board, and discussed the benefits.</p>	Connie Chong
In Camera	<p><b>8. In Camera Session</b></p>	Connie Chong
	<p><b>Lunch</b></p>	
New Business	<p><b>9. Public engagement in professional Regulation</b></p> <p>Gillian Vrooman, Director of Communications and Engagement, CPBC, presented on strategies for public engagement and cultural safety and humility.</p>	Gillian Vrooman
New Business	<p><b>10. Collaboration with Eye Care Professionals</b></p> <p>The Board discussed the importance of further, positive collaboration with other eye care professional organizations, and the current barriers and challenges that exist.</p>	Connie Chong
Reports	<p><b>11. Project Updates</b></p> <p>Ms. Chong updated the Board on the new website, the bridging courses, the continuing competency program, and the OCC public awareness campaign.</p>	Connie Chong
Reports	<p><b>12. Financial Reports</b></p> <p>Ms. Chong presented the financial reports. She provided clarification on revenue for examinations, as there is an extra exam date for the fiscal year. There were no concerns from the Board regarding the financial health of the College.</p>	Connie Chong

Committee Reports	<p><b>13. Committee Reports</b></p> <p>13.1 Registration Committee Report</p> <p>Mr. Sidhu presented an update for the Registration Committee.</p> <p>13.2 Inquiry Committee Report</p> <p>Mr. Jamal presented an update for the Inquiry Committee.</p> <p>13.3 Quality Assurance Committee Report</p> <p>Ms. Weir presented an update for the Quality Assurance Committee.</p>	Committee Chairs
Reports	<p><b>14. Registrar recruitment - verbal update</b></p> <p>Mr. McGowan updated the Board on the Registrar recruitment progress. A job description has been finalized, and the recruitment panel is communicating with the recruiter on next steps. The goal is to see a short list of candidates in Nov, and start interviews in Dec.</p>	David McGowan
Reports	<p><b>15. Registrar's Report - verbal update</b></p> <p>Ms. Chong updated the Board on some summer projects, including grant projects; hiring new staff; the submission of a new grant proposal regarding an option for gamification; and the continuing workshops being conducted.</p>	Connie Chong
Adjournment	<p><b>16. Adjournment</b></p>	David McGowan