



BOARD MEETING MINUTES

Meeting:

2855 Arbutus Street Vancouver, BC
July 30, 2017
9:30AM-5:00PM

Meeting called by David McGowan, Chair

Board Members:

Aly Jamal (District 1, Lower Mainland)
Polly Lee (District 1, Lower Mainland) * VIA Phone.
Raheem Savja (District 2, Vancouver Island)
David McGowan (District 3, Okanagan and the Kootenays)
Yvonne Ryder (District 4, Cariboo)
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)
Aidan Dennis (Program Manager)
Meagan Marsh (Program Manager)
Victoria Spooner (Registration Manager)

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.



July 30, 2017 BOARD MEETING MINUTES

Call to Order	1. Call to Order This meeting was called to order at 9:40AM.	<u>David McGowan</u>
Adoption of Agenda	2. Adoption of Agenda for July 30, 2017 (DECISION) Motion – Be it resolved: That the agenda for the Board meeting on July 30, 2017 be approved.	<u>Carried by General Consent</u>
Conflict of Interest	3. Conflict of Interest Declaration	<u>David McGowan</u>
Approval of Minutes	4. Approval of Minutes (DECISION) Motion – Be it resolved: The minutes from the May 7, 2017 meeting are approved.	<u>Carried by General Consent</u>
Reports	5. Strategic Plan Review A current state assessment was conducted and new strategic action items were brainstormed.	<u>Connie Chong</u>
New Business	6. Relational Regulation Action Plan The Board brainstormed ideas towards a relational regulation action plan.	<u>Connie Chong</u>
In-camera	7. In-camera Minutes from the in-camera session are filed as “July 30, 2017 BOARD MEETING IN-CAMERA MINUTES (DRAFT)”.	<u>David McGowan & Connie Chong</u>
LUNCH		
New Business	8. Scope of Practice The Board directed the Administration to conduct research on what barriers are preventing registrants from utilizing licensure. In addition the Board suggested helping registrants understand what happens when they drop a license.	<u>Aly Jamal</u>
New Business	9. OCC Funding The Board directed the Administration to provide feedback to the Opticians Council of Canada (OCC) about the direction of the public awareness campaign. The Board decided not to support the OCC government tool kit project.	<u>Connie Chong</u>



New Business	10. Indigenous Cultural Safety The Board suggested working with BC Health Regulators (BCHR) to work out how to make an indigenous cultural competency course accessible for all registrants. In addition, the Board supports collaborating with BCHR to develop a plan towards achieving indigenous cultural safety.	<u>Meagan Marsh</u>
New Business	11. Education Development The Board supported utilizing the education module content from the College of Registered Nurses of British Columbia (CRNBC). The Board also directed the Administration to explore possible education develop opportunities with the opticianry educational institutions.	<u>Meagan Marsh</u>
Reports	12. Project Updates The Board directed the Administration to add a link on the registration certificate so that the public can check the status of a registrant.	<u>Connie Chong</u>
Reports	13. Finance Reports Connie Chong presented. The comparative balance sheet, income statement and budget were reviewed. Trends were identified by Ms. Chong and she responded to or noted questions of the Board. Questions were also asked or additional information sought from the administration. The financial statements will be placed on file and available to the auditor. Motion – Be it resolved: That the audited financial statements be approved. Motion – Be it resolved: That the Board reappoint Keon Kwan as the auditor for the next fiscal year.	<u>Carried by General Consent</u> <u>Carried by General Consent</u>
Reports	14. Committee Reports	<u>Connie Chong</u>



Reports	<p>15. Registrar Recruitment (Verbal Update)</p> <p>Motion – Be it resolved:</p> <p>That the registrar recruitment panel for the interview include the Board Chair, the Board Vice-Chair (and at least either the Chair or Vice-Chair must be an optician), a current staff member, and a public Board member.</p> <p>Motion – Be it resolved:</p> <p>That <i>Harbour West</i> be contracted for the registrar recruitment.</p>	<p><u>Carried by General Consent</u></p> <p><u>Carried by General Consent (1 abstained)</u></p>
Reports	<p>16. Registrar/Executive Director's Report (Verbal Report)</p> <p>Ms. Chong updated the Board on Registrar activities in the last quarter.</p>	<p><u>Connie Chong</u></p>
Adjournment	<p>17. Adjournment</p> <p>This meeting was called to adjourn at 4:45PM.</p>	<p><u>David McGowan</u></p>