

## **College of Opticians of BC – Board Meeting (APPROVED MINUTES)**

### **Meeting Date & Time:**

Friday, November 22, 2019  
3:30pm - 6:00pm

### **Meeting Venue:**

COBC Office  
200 Granville, Vancouver, BC

Meeting called by Raheem Savja, Chair

### **Board Members:**

Raheem Savja  
Peter Luongo  
Yvonne Ryder  
Raj Mann  
Martin Semaniuk  
Kim McEachern  
Erik Bucaneg  
Barbara Larkin  
Piotr Majkowski

### **Administration:**

Lisa Bannerman (Registrar/Executive Director)  
Christopher Dodge (Deputy Registrar/Manager of Quality Assurance)

### **OUR VISION**

Better health through excellence in opticianry regulation to ensure safe quality vision care for all.

### **OUR MISSION**

Regulating opticians in the public interest. We set and enforce standards and promote best practices for vision care in BC.

### **OUR CORE VALUES**

Integrity	Ethical & Fair
Transparent	Accountable
Relational	Collaborative
Innovative	

Call to Order	<b>1. Call to Order</b> This meeting was called to order at 3:17pm	Raheem Savja
Adoption of the Agenda	<b>2. Adoption of Agenda for November 22, 2019 meeting (Decision)</b> <u>Motion</u> – Be it resolved: <ul style="list-style-type: none"> <li>That the agenda for the Board meeting on November 22, 2019 be adopted, with the following amendments: <ul style="list-style-type: none"> <li>-Adding item: Marketplace Reports &amp; Response, to precede Committee Reports</li> <li>-Adding items to Registrar’s Report: Public Advisory Network, Election Process, NACOR Meetings, 2020 Board Meetings, Board Evaluations, and Registrar Evaluation</li> </ul> </li> </ul>	Raheem Savja
Conflict of Interest Declaration	<b>3. Conflict of Interest Declaration</b> No conflict of interest was declared.	Raheem Savja
Approval of Minutes	<b>4. Approval of Board Minutes from August 23, 2019 meeting (Decision)</b> <u>Motion</u> – Be it resolved: <ul style="list-style-type: none"> <li>That the minutes for the Board meeting on August 23, 2019 be approved.</li> </ul>	Raheem Savja
Report	<b>5. Strategic Plan Review (Decision)</b> <p>Christopher Dodge provided the Board with the staff action items linked to the new strategic goals for the next three years. The Board provided feedback, suggesting the document include the progress for each.</p> <p>Lisa Bannerman presented an update to the Risk Register for the Board, including a discussion on bylaw and registration policy timelines; a need to update the Automated Refracting Toolkit; and an update on GST discussion with auditor.</p>	Lisa Bannerman, Christopher Dodge

Report	<b>6. Continuing Competency Program (CCP) Update</b>  Christopher Dodge updated the Board on the recent workshop COBC put on for registrants in Victoria, and the scheduled workshops in Vancouver in December 2019.	Christopher Dodge
New Business	<b>7. Marketplace Report &amp; Response</b>  Lisa Bannerman updated the Board on a media story released about possible misleading information being presented by opticians on blue light. The Board discussed the issue and next steps.  <u>Motion</u> – Be it resolved: <ul style="list-style-type: none"> <li>That COBC is to issue an immediate practice advisory to all opticians in BC to clarify what the evidence behind blue light is, and what claims about efficacy can be made.</li> </ul> <u>Motion</u> – Be it resolved: <ul style="list-style-type: none"> <li>That COBC develop an immediate public communications strategy regarding the blue light vision issue.</li> </ul>	Lisa Bannerman
Committee Reports	<b>8. Committee Reports</b>  The following committee reports were provided to the Board for review; there were no verbal reports given, and no discussion.  Inquiry Committee Report Registration Committee Report Patient Relations Committee Report Quality Assurance Committee Report	None
Unfinished Business	<b>9. Sharing in a Collaborative Practice/Stakeholder Update</b>  Lisa Bannerman updated the Board on discussions with the College of Optometry about collaborating on guidelines, and the potential for the alignment of Standards of Practice. Next steps will be COBC Registrar and Chair to meet further with the Optometry Registrar and Board Chair.	Lisa Bannerman

New Business	<p><b>10. Financial Statements Report</b></p> <p>Kim McEachern and Lisa Bannerman updated the Board on the financial statements, particularly the Budget vs. Actuals.</p>	Kim McEachern, Lisa Bannerman
Reports	<p><b>11. Registrar's Report</b></p> <p>Lisa Bannerman provided the Board with NACOR's National Competencies document, which contains the new practice illustrations. The Board gave positive feedback on the illustrations.</p> <p><u>Motion</u> – Be it resolved:</p> <ul style="list-style-type: none"> <li>That the Board approves the practice illustrations as presented in the National Competencies document.</li> </ul> <p>Lisa Bannerman requested the Board provide recommendations for future presentations at Board meetings. The Board suggested the possibility of multiple/cross presentations from educators, and hearing again from the OAC, or the OAC BC representative. Also, a presentation for Nursing on amalgamation.</p> <p>Lisa Bannerman updated the Board on a group called the Public Advisory Network, and the possibility of COBC joining; she will be attending their next meeting.</p> <p>Peter Luongo advised the Board that a process is being reviewed for the proper appointment of upcoming Board members.</p> <p><u>Motion</u> – Be it resolved:</p> <ul style="list-style-type: none"> <li>That the Board will set up a process for criteria for selection to the Board.</li> </ul> <p>Lisa Bannerman updated the Board that the upcoming locations for the NACOR meetings will be in Vancouver in April, and PEI in October.</p> <p>The Board discussed possible dates for the 2020 Board meetings; staff will contact them further to finalize.</p> <p>Lisa Bannerman suggested to the Board that an alternative Board evaluation be used in 2019, suggesting one used through the Ontario Hospitals Association. The Board agreed.</p>	Lisa Bannerman

	Peter Luongo updated the Board on behalf of the Registrar Evaluation Committee, on the progress of the Registrar's evaluation; the hope is to complete it all in February.	
In-Camera	<p><b>12. In-Camera Session</b></p> <p><u>Motion</u> – Be it resolved:</p> <ul style="list-style-type: none"> <li>• That the meeting be moved to an in-camera session.</li> </ul> <p>Minutes from the In-Camera session are filed as <i>“Board Meeting In-Camera Minutes – November 22, 2019”</i>.</p> <p><u>Motion</u> – Be it resolved:</p> <ul style="list-style-type: none"> <li>• That the meeting be moved out of the in-camera session.</li> </ul>	Raheem Savja
Adjournment	<p><b>13. Adjournment</b></p> <p>The meeting was called to adjourn at 6:02pm.</p>	Raheem Savja