

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

Meeting Date & Time:

Friday, July 15, 2022

10:00am - 12:00pm

Meeting Venue:

Via Zoom Teleconference

Meeting called by Peter Luongo, Chair

Board Members:

Peter Luongo

Karl Chua

Martin Semaniuk

Sue Randhawa

Barbara Larkin

Crystal Pollard

Kim McEachern

Piotr Majkowski

Administration:

Lisa Bannerman (Registrar/Executive Director)

Christopher Dodge (Deputy Registrar/Manager of Quality Assurance)

Madeline Neufeld (Manager of Registration)

Meagan Marsh (Manager of Inquiry & Discipline)

Sharon Lee (Coordinator of Strategic Initiatives)

Regrets:

Raheem Savja

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	1. Call to Order This meeting was called to order at 10:00am	Peter Luongo
Adoption of the Agenda	2. Adoption of Agenda for July 15, 2022, meeting (Decision) <u>Motion</u> – Be it resolved: <ul style="list-style-type: none"> That the agenda for the Board meeting on July 15, 2022, be adopted as presented. Motion carried by general consent.	Peter Luongo
Conflict of Interest Declaration	3. Conflict of Interest Declaration No conflict of interest was declared.	Peter Luongo
Approval of Consent Agenda	4. Approval of Consent Agenda (Decision) <u>Motion</u> – Be it resolved: <ul style="list-style-type: none"> That the consent agenda, which included the Board minutes from May 5, 2022, and the Quality Assurance and Governance Working Group reports, be approved. Motion carried by general consent.	Peter Luongo
Committee Report	5. Registration Committee Report (Decision) Ms. Neufeld provided the Board with an overview and explanation of the changes to the Registration Policy, presented for approval. <u>Motion</u> – Be it resolved: <ul style="list-style-type: none"> That the Registration Policy be approved as presented. Motion carried by general consent. Ms. Neufeld also provided background on the temporary registration category, with a request from the Registration Committee that the Board grant approval for its' use even though the bylaws that contain it have not yet been approved.	Madeline Neufeld

	<p><u>Motion</u> – Be it resolved:</p> <ul style="list-style-type: none"> That the temporary registration category be put into use, in accordance with the new bylaws, while the bylaws are pending. <p>Motion carried by general consent.</p>	
Committee Report	<p>6. Inquiry Committee Report (Decision)</p> <p>Ms. Marsh discussed COBC’s strategic plan item to update program evaluations, to ensure that programs are serving those they intend to serve. Ms. Marsh provided an overview on the issues with the current evaluation process for complaint handling, and presented a proposal and project plan provided by Pivotal Research to develop a new survey. The Inquiry Committee deems this project a priority, and asks the Board to consider the proposal or find other solutions. The Board acknowledged the work and experience of Pivotal, discussed the quote provided, and asked whether other proposals can be sought for comparison or consideration.</p> <p><u>Motion</u> – Be it resolved:</p> <ul style="list-style-type: none"> That the decision on a new complaint survey project be deferred until staff can seek out further quotes. <p>Motion carried by general consent.</p>	Meagan Marsh
New Business	<p>7. Committee Appointments (Decision)</p> <p>The Board approved committee reappointments, as presented:</p> <p><u>Motion</u> – Be it Resolved:</p> <ul style="list-style-type: none"> That Stephanie Weir, Barbara Larkin, and Alan Cheng be reappointed to the Discipline Committee, with terms ending Dec. 31, 2024. <p>Motion carried by general consent.</p>	Lisa Bannerman

Reports	8. Strategic Plan Update Mr. Dodge reminded the Board of the new Operational Plan that was created, tracked by quarter, for staff management of projects. Updates on Q2 and Q1 projects were presented, and the Board commended staff on their work and the updates.	Christopher Dodge & Lisa Bannerman
Reports	9. Registrar's Report a. Ms. Bannerman updated the Board on the rollout of the new Standards of Practice, advising that further case studies will be prepared in each of the next several months. The Board suggests that staff may wish to collect feedback over time to help identify what to reinforce in future. b. The Board was updated on the continued bylaw work. They were advised that a teleconference may be needed for approval, once the Ministry has accepted the changes. c. The Board was also updated on the Indigenous Cultural Safety and Humility project to decolonize the complaints process, and on the progress made to collaborate on creating the new practice standard in this area.	Lisa Bannerman
New Business	10. Financial Review – Audited Financials Ms. Bannerman presented an overview of the audit findings, with Ms. McEachern commenting on the process and her satisfaction with how it all went. <u>Motion</u> – Be it Resolved: <ul style="list-style-type: none"> That the audited financials be accepted as presented. Motion carried by general consent.	Kim McEachern & Lisa Bannerman
Unfinished Business	11. Per Diem Policy Ms. Bannerman presented a summary of what other regulators are offering for per diems in different areas, for Board consideration of further changes. Discussion occurred around the differences between colleges, how amalgamation may impact or influence this, general recruitment, and volunteer expectations. The Board indicated that although the survey results amongst the colleges was	Lisa Bannerman

	useful, they would like more detail on the information provided to confidently compare and decide if further changes are needed.	
New Business	12. October Board Meeting Ms. Bannerman updated the Board on plans for the Q4 Board meeting, to be held in conjunction with the OAC event in October.	Lisa Bannerman
In-Camera	13. In-Camera Session The Board decided moving in-camera would not be needed, so an in-camera session did not occur.	Peter Luongo
Adjournment	14. Adjournment The meeting was called to adjourn at 11:34am.	Peter Luongo



Peter Luongo
Board Chair