



**College of Optometrists of Ontario
Council Meeting
December 4, 2020
APPROVED**

Attendance:

Dr. Patrick Quaid (President)
Dr. Richard Kniaziew (Vice-President)
Ms. Suzanne Allen
Ms. Kathryn Biondi
Dr. Linda Chan
Dr. Lisa Christian
Mr. Ravnit Dhaliwal
Dr. Camy Grewal

Ms. Winona Hutchinson
Mr. Bashar Kassir
Mr. Howard Kennedy
Dr. Lindy Mackey
Dr. Annie Micucci
Dr. Christopher Nicol
Mr. Narendra Shah
Dr. William Ulakovic
Dr. Marta Witer

Staff and Guests:

Mr. Edward Cho
Ms. Hanan Jibry
Ms. Mina Kavanagh
Ms. Amber Lepage-Monette

Ms. Deborah McKeon
Ms. Ellen Pekilis, Chair QA Subcommittee
Mr. Ira Teich, Interim Registrar and CEO
Dr. Stan Woo, University of Waterloo

- 1 **1. Call to Order:** P. Quaid called the meeting to order at 9:02 a.m.
2
3 **2. Adoption of the Agenda:** A draft agenda was circulated prior to the meeting.
4
5 Moved by C. Grewal and seconded by L. Chan **to adopt the agenda.**
6 **Motion carried**
7
8 **a. Conflicts of Interest:** P. Quaid asked Council members if anyone had a conflict of interest with any
9 item on the day's agenda. None declared.
10
11 **Motion carried**
12 **3. Consent Agenda**
13
14 PART 1 - Minutes of Prior Council Meetings
15 a. September 25, 2020
16 b. October 15, 2020
17 c. November 5, 2020
18 d. November 23, 2020
19 e. Motions and Actions Items Arising from the Minutes
20 PART 2 - Reports

- 21 a. Committee Reports
- 22 i. Executive Committee
- 23 ii. Quality Assurance:
- 24 a) QA Panel
- 25 b) CP Panel
- 26 iii. ICRC
- 27 iv. Registration
- 28 v. Governance/HR Committee
- 29 vi. Audit/Finance/Risk Committee
- 30

31 N. Shah provided an update on the Registrar search process, as per the Governance/HR Committee
32 report. Waterhouse Executive Search completed interviews with stakeholders, including staff and
33 Council, which informed the position profile. The profile is now available on the College website and
34 being circulated by Waterhouse across Canada.

35
36 An outline of the phases of the process will be sent to Council. Council asked to receive regular updates
37 at the end of each phase.

38
39 L. Chan asked to clarify a point in the September minutes regarding the 50 COPE-approved hours.
40 Minutes should read that 20 of those hours must be reasonably related to ocular disease and
41 management or related systemic disease.

42
43 Council asked about the budget listed on page 42 of the briefing materials, noting the Quality Assurance
44 Subcommittee is not listed. D. McKeon clarified that the QA Subcommittee had previously been listed
45 under the Quality Assurance Panel. It is now listed separately.

46
47 Council asked about the word “removed” that is used in the September 25 minutes regarding an
48 optometrist’s licence. It was clarified that “removed” and not “revoked” is the correct term in this
49 instance.

50
51 B. Kassir also asked about the Executive Election options listed in the November 5 minutes. It was
52 clarified that the minutes reflect how the options were presented at that meeting; the options were
53 clarified at a subsequent meeting.

54
55 Council asked about committees that may need to work prior to the January motion to approve the
56 2021 committee appointment slate. It is confirmed that existing committees are in place until the
57 upcoming motion is passed.

58
59 Council asked to discuss the statement of revenue and expenses as well as investment returns
60 presented as part of the Audit/Finance/Risk Committee report.

61
62 It was clarified that a budget presentation will be provided with the Registrar’s Report. Regarding
63 investments, Council discussed the background and decision to have two investment firms. M. Witer
64 clarified that AFR discussed the issue throughout the year, and in the context of COVID, a new audit
65 firm, and market fluctuations, it was decided to leave a decision about the investment firm to 2021.

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Moved by S. Allen and seconded by K. Biondi **to adopt the consent agenda.**

Motion carried

P. Quaid invited S. Woo to present on behalf of the University of Waterloo School of Optometry and Vision Science (WOVS).

4. University of Waterloo Presentation – Dr. Stan Woo

Dr. Woo discussed the adjustments the university has made due to the pandemic – e.g., slit lamp simulators to reduce face-to-face time.

Dr. Woo outlined several campaigns WOVS is currently undertaking: the Seeing Beyond 2020, Optometry 5in5, and Advanced Procedures Course.

Seeing Beyond is looking to raise funds to add 50,000 square feet of new space, modernize the facilities, and bring in an ambulatory centre on site.

Optometry 5in5 is self-directed, micro-learning continuing education (CE) program that identifies CE gaps that is led by Dr. Sarah McIver.

Council discussed its ongoing interest in funding research, noting that CE focused on public health initiatives would also benefit practitioners and align with the College’s CE Policy.

Moved by L. Christian and seconded by L. Chan **to have the Executive Committee, in the new year, review the proposals presented by the University of Waterloo today and look for ways in which the College might benefit.**

P. Quaid asked Council for a show of hands. All in favour. None against.

Motion carried

5. Registrar’s Report

I. Teich and staff provided updates on College operations, including registration, investigations, the College Performance Measurement Framework, and finances.

Council asked follow-up questions about the drop in registration numbers, which staff indicated were unexpected and could simply represent a delay due to border closures.

The financial presentation provided the first non-deficit budget in years. Council noted its appreciation for the budget restructuring, particularly in light of COVID and other disruptions during 2020.

Council asked about reviewing the President’s stipend on a yearly basis.

110 **6. QA Subcommittee Presentation**

111
112 QA Subcommittee (QAS) chair E. Pekilis presented an overview of the QA Program Redevelopment
113 Project, including project background, goals and timeline. Following the September Council meeting,
114 QAS met to address key areas of concern with the revised CE Policy, specifically academics vs
115 professionals, and fellowships.

116
117 Council asked about the redevelopment project timeline and subcommittee makeup, as its members
118 have remained consistent since the subcommittee was formed in 2018.

119
120 E. Pekilis explained that the redevelopment project was approved with a three- to five-year timeline.
121 Work was paused for several months in 2019 due to staff and committee chair turnover.

122
123 Council asked about the short records assessment (SRA) process. It was clarified that the subcommittee
124 has spoken to experts about record selection best practices, and that allowing optometrists to select
125 their own records has not affected the quality of reports being supplied.

126
127 E. Pekilis noted that although a previously proposed Request for Proposal did not move forward, the
128 subcommittee will require external guidance on the self-assessment piece of the project.

129
130 It is agreed that the subcommittee should connect with the University of Waterloo to discuss its self-
131 assessment module 5in5, which was presented by Dr. Woo earlier in the meeting.

132

133 **7. Motions brought forward by committees:**

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135 **a. QA Subcommittee: CE Policy**

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137 W. Ulakovic presented the motion to Council, reiterating the revisions that had been made.

138

139 Moved by L. Chan and seconded by A. Micucci [to approve the final version of the 2021-2023 Continuing](#)
140 [Education Policy](#) (as updated in order to provide further clarity and ease of administration).

141

142 P. Quaid asked for a show of hands. None against. None abstained.

143

144 **Motion carried**

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146 **b. Registration Committee**

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148 W. Ulakovic presented the motion regarding ongoing support for the International Graduated
149 Optometrist Evaluating Examination (IGOEE).

150

151 Council asked whether candidates are eligible to practice across Canada or only in Ontario.

152

153 P. Quaid noted that the College developed the program and licensed it to FORAC and is therefore the
154 only organization contributing to the fund. It was clarified that the IGOEE is not licensure; those who
155 score high enough can move directly to the boards, however, most are moved into a bridging program,
156 which is no longer being offered by the University of Waterloo. Keeping the IGOEE will provide for a
157 direct path to licensure.

158
159 The intent is to have the fund reviewed on an annual basis.

160
161 Move by R. Kniaziew and seconded by H. Kennedy [to approve establishing a \\$60,000 fund to help](#)
162 [sustain the Internationally Graduated Optometrist Evaluating Examination \(IGOEE\) if candidate](#)
163 [registrations fall below the required break-even number, for as long as the IGOEE will be](#)
164 [administered, subject to a legal agreement between the College and Touchstone Institute to](#)
165 [administer the fund.](#)

166
167 P. Quaid asked for a show of hands. All in favour. No abstentions.

168 **Motion carries**

169
170 **c. Audit/Finance/Risk – Expense Policy**

171
172 B. Kassir presented the motion, noting the policy revision are intended to simplify how professional
173 members file meeting prep time and expenses. The revised policy would take effect January 1, 2021.

174
175 Moved by W. Hutchinson and seconded by S. Allen [to approve the College’s Finance Policy – Honoraria](#)
176 [and Expenses revised on November 6.](#)

177
178 P. Quaid asked for a show of hands. None against. No abstention.

179 **Motion carried**

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181 **d. Audit/Finance/Risk – 2021 College Budget**

182
183 The 2021 budget was presented. Council asked about the Quality Assurance Subcommittee (QAS)
184 budget line.

185
186 D. McKeon clarified how the Quality Assurance and QAS budgets are accounted for: both are listed as
187 separate line items.

188
189 Moved by C. Nicol and seconded by K. Biondi [to approve the College’s Budget for the fiscal year](#)
190 [January 1, 2021 to December 31, 2021.](#)

191
192 P. Quaid asked for a show of hands. None against. No abstentions.

193 **Motion carried**

194
195

196 P. Quaid thanked the two outgoing Council members, C. Nicol and M. Witer, for their years of service,
197 noting some key highlights of their work.

198

199 **The meeting was adjourned at 1:09 p.m.**