



**College of Optometrists of Ontario
Council Meeting
June 25, 2020
APPROVED**

Attendance:

Dr. Patrick Quaid	Mr. Bashar Kassir
Dr. Richard Kniaziew	Mr. Howard Kennedy
Ms. Suzanne Allen	Mr. Albert Liang
Ms. Kathryn Biondi	Dr. Lindy Mackey
Dr. Linda Chan	Dr. Annie Micucci
Dr. Lisa Christian	Dr. Christopher Nicol
Mr. Ravnit Dhaliwal	Mr. Narendra Shah
Dr. Camy Grewal	Dr. William Ulakovic
Ms. Winona Hutchinson	Dr. Marta Witer

Staff:

Ms. Maureen Boon, Registrar/CEO	Mr. Justin Rafton
Ms. Hanan Jibry	Mr. David Wilkinson
Ms. Amber Lepage-Monette	Ms. Bonny Wong

Guests: David Lynch, Optimus SBR

1 **1. Call to Order:** P. Quaid called the meeting to order at 9:01 a.m. welcoming all attendees and guests.

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3 **2. Adoption of the Agenda:** A draft agenda was circulated prior to the meeting.

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5 Moved by A. Liang and seconded by M. Witer **to adopt the agenda.**

6

Motion carried

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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.

10

11 Several long-standing Council members noted they may have conflicts related to the governance item,
12 specifically regarding term limits. P. Quaid confirmed this will be discussed with the item.

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14 P. Quaid reminded Council of the many opportunities to participate throughout the meeting, including
15 pulling items out of the consent agenda, discussion periods, and member topics.

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17 **3. Adoption of the Consent Agenda:** A draft consent agenda was circulated prior to the meeting. The
18 following items were included in the consent agenda:

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PART 1 - Minutes of Prior Council Meetings

- 22 a. April 20, 2020
- 23 b. May 14, 2020
- 24 c. June 11, 2020

25 PART 2 - Reports

- 26 a. Committee Reports
 - 27 i. Executive Committee
 - 28 ii. Patient Relations
 - 29 iii. Quality Assurance:
 - 30 A. QA Panel
 - 31 B. CP Panel
 - 32 iv. Registration
 - 33 v. Governance/HR Committee
 - 34 vi. Audit/Finance/Risk Committee

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36 Moved by W. Hutchinson and seconded by S. Allen **to adopt the consent agenda.**

37

Motion carried

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39 A. Micucci requested the Governance/HR report be pulled out of the consent agenda to review
40 questions that were received through Council meeting feedback survey. A. Micucci clarified that
41 investment questions are brought to the Audit/Finance/Risk Committee to answer; regarding
42 performance reviews, staff undergo performance reviews conducted by the Registrar, who is reviewed
43 by Council.

44

45 **4. Registrar | CEO Report**

46

47 M. Boon provided an update on regulatory, strategic and operational work over the last several months
48 as well as a look ahead to the next three to six months.

49

50 The College is keen to ensure that, once OEBC exams are available, it can register people quickly and
51 therefore has worked to move the jurisprudence exam online. A small dip in complaints can be tied to
52 the reduced working hours for optometrists during COVID-19, however, the investigation panels
53 continue to meet, and staff have cleared the decision backlog. Quality Assurance is working to restart
54 assessments and move some elements virtually, where possible.

55

56 M. Boon provided overview of regulation submission process, including scope regulation, ahead of
57 today's agenda item.

58

59 M. Boon also provided an overview of operational work, including vendor review and managing
60 regulatory activities virtually. The College hired an informatics student to help with data analysis, which
61 is ongoing. The College is also working to ensure fast, clear honest communication with optometrist and
62 stakeholders. M. Boon provided a brief overview of communication items related to COVID-19.

63

64 M. Boon and P. Quaid have been speaking with the OEBC's new CEO. The College has an outstanding
65 proposal with OEBC that focuses on getting applicants access to exam.

66

67 Throughout COVID-19, the College has participated in many collaborative stakeholder meetings,
68 including HPRO.

69

70 The College is now considering a transition plan for returning to the office in the ongoing COVID-19
71 environment and is launching a new virtual boardroom over the coming months.

72

73 **5. Motions Brought Forward from Committees:**

74 **a. Quality Assurance Subcommittee**

75

76 Council was reminded that it is being asked to approve the draft policy for circulation, which will be
77 returned to Council for final approval in September.

78

79 W. Ulakovic spoke to the item, noting that no changes are being proposed regarding number of hours.
80 The most notable changes are shifting Category A and B lecture credits to approved Council
81 on Optometric Practitioner Education (COPE)-approved credits. Regarding the CE audit, the policy
82 proposes eliminating the random audit to focus on the deficiency audit.

83

84 Council asked how these changes affect the OE Tracker inputting system as well as tracking non-COPE
85 hours. B. Wong confirmed optometrists can continue to input into OE Tracker without problem and that
86 a self-learning opportunity form has been created.

87

88 Council asked how hours are tracked for those supervising externships. B. Wong confirmed that clinical
89 supervisors will receive 12 hours per year.

90

91 Council asked for clarification regarding Category A and B. Category A typically includes higher-level
92 lectures without industry sponsorship, whereas a lecture sponsored by a drug manufacturer would not
93 be Category A. “Other opportunities” provide optometrists with flexibility and are similar to previous
94 Category B.

95

96 P. Quaid asked for a show of hands to approve the proposed key changes to the 2021-2023 CE Policy for
97 circulation.

98

Motion carried

99 **b. Clinical Practice Panel**

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101 C. Grewal provided background on the Ontario Association of Optometrists’ (OAO) scope expansion
102 proposal. There was consensus among the Clinical Practice Panel (CPP) that the College could support
103 the scope expansion proposal, but noted that if there is an expansion of scope, there would need to be
104 an updated curriculum for students and training for practising optometrists.

105

106 Council clarified the process going forward. The OAO will be bringing the proposal forward to the
107 Ministry and wanted College approval prior to the submission.

108

109 Council questioned the wording of the motion, specifically the word “generally”. It was clarified that this
110 was intended to reflect the need for the training and education updates to go along with the scope

111 expansion. It was confirmed that University of Waterloo generally supports education before legislation
112 and that advanced procedures are already in some curricula.

113

114 Council recommended amending the motion to read “in principle.”

115

116 P. Quaid asked Council to raise their hands in support of including the wording “in principle” in the
117 motion. All hands were raised.

118

119 Moved by H. Kennedy and seconded by K. Biondi **that the College supports in principle the OAO’s**
120 **proposed changes to optometry’s scope of practice.**

121

Motion carried

122

123 **c. Clinical Practice Panel**

124

125 C. Grewal provided an overview of recent revisions to the COVID-19 Return to Work guidance,
126 specifically regarding contact lens fittings. A new reference was also added regarding non-contact
127 tonometry.

128

129 Moved by L. Chan and seconded by W. Ulakovic **to approve revisions to the *Return to Work: Infection***
130 ***Prevention and Control for Optometric Practice* guidance document.**

131

Motion carried

132

133 **d. Governance Committee**

134

135 A. Micucci presented an overview of the by-law revisions, specifically two key points (changing from
136 appointments to election for the Executive Committee and changes to the Conflict of Interest process)
137 and reminded Council that today’s motion is to approve the circulation of the amendments, not the final
138 by-laws.

139

140 Council discussed how term limits will affect participation in a limited pool of professionals. A lack of
141 term limits could also be discouraging newer optometrists from running against more experienced
142 professionals. It was noted that the Governance Committee has taken these issues into account and is
143 also looking at increasing engagement and participation among professionals.

144

145 Results from the April Council feedback survey were noted as showing overall support for the by-law
146 changes presented. The survey results presented as part of the briefing materials show 10 Council
147 members were in support.

148

149 It was noted that the term limits being proposed (21 years) are generous in comparison with most other
150 term limits seen in regulatory organizations. The term limits are also intended to help with succession
151 planning and turnover.

152

153 Council asked about the lack of provision in the current by-laws for the Vice-President to automatically
154 assume the President role. An automatic assumption has not historically been the case with the College
155 Council.

156

157 Council discussed the issue of professional members being elected. Council was reminded that elected
158 members represent the public in their district, not optometrists.

159
160 Overall, the majority of Council members expressed that they were in favour of the term limits. Several
161 noted they were in favour of succession planning and some element of term limits but had issues with
162 certain parts of the proposal.

163
164 The issue of Executive Committee meetings being open to the public was raised. It was noted there
165 could be ways to make Executive Committee decisions more available to Council.

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167 Moved by L. Mackey and seconded by M. Witer **to approve the proposed by-law revisions for**
168 **circulation.**

169 **Motion carried**

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171 **e. Registration Committee**

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173 W. Ulakovic provided background on the issue: in April 2018, the College submitted a comprehensive
174 regulation amendment to the Ministry intended to ensure that the Registration Committee had the
175 tools it needed to set standards of conduct for applicants that were consistent with the standards of
176 conduct for registrants. Additional amendments are now being proposed.

177
178 Moved by H. Kennedy and seconded by A. Micucci **to approve the proposed further amendments to**
179 **the Registration Regulation.**

180 **Motion carried**

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182 Council took a break at approximately 11:30 a.m. and returned at 11:47 a.m.

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184 **5. Strategic Planning Committee**

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186 M. Witer introduced the item and the consultant D. Lynch to present the new Strategic Plan.

187
188 D. Lynch provided an overview of the process and project approach before turning back to M. Witer and
189 M. Boon.

190
191 M. Witer outlined the new Mission, Vision and Values.

192
193 M. Boon walked Council through the strategic priorities and Key Performance Indicators (KPIs). An
194 operational action plan will be developed to demonstrate how to implement the strategic plan. KPIs will
195 be presented to Council in September.

196
197 Moved by M. Witer and seconded by P. Quaid **to approve the College's 2020-2023 strategic plan.**

198
199 **Motion carried**

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201 P. Quaid introduced a new section called Member Topic, which is intended to provide an additional
202 opportunity for members to discuss items not covered in the agenda. Larger items should be prepared
203 by staff ahead of the meeting.

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7. IN CAMERA SESSION: In accordance with Section 7 (1.1) of the *Health Professions Procedural Code* (HPPC), Council will go in camera under Section 7(2)(d) of the HPPC, whereby personnel matters or property acquisitions will be discussed.

Moved by W. Hutchinson and seconded by K. Biondi **to move the meeting in camera.**

Motion carried

Council returned from in camera at 12:14 p.m.

P. Quaid reminded Council to complete the feedback survey that will follow.

Considerations for the September meeting are still being made.

12. List of Acronyms

11. Dates of Upcoming Council Meetings

- Friday Sept. 25, 2020
- Friday December 4, 2020

13. Adjournment: Moved by A. Micucci and seconded by R. Dhaliwal **to adjourn the meeting at 12:16 p.m.**

Motion carried