



**College of Optometrists of Ontario  
Council Meeting  
September 15, 2023**

**Attendance:**

Dr. Mark Eltis, President	Dr. Richard Kniaziew
Dr. Pooya Hemami, Vice President	Dr. Kamy Morcos
Ms. Suzanne Allen	Mr. Narendra Shah
Dr. Lisa Christian	Mr. Andre Tilban-Rios
Dr. Camy Grewal	Dr. William Ulakovic
Ms. Lisa Holland	Dr. Abraham Yuen
Ms. Esther Jooda	
Mr. Howard Kennedy	

**Staff:**

Mr. Joe Jamieson, Registrar & CEO	Ms. Jaslin Facey
Ms. Hanan Jibry, Deputy Registrar	Ms. Debbie Lim
Mr. Chad Andrews	Ms. Adrita Shah Noor
Mr. Edward Cho	Ms. Bonny Wong

**Guest:**

Ms. Julia Martin, legal counsel

**Regrets**

Dr. Dino Mastronardi  
Mr. Olutoye Soile

- 1 **1. Call to Order/Attendance:** Dr. Eltis called the meeting to order at 9:01 a.m.  
2 Dr. Eltis read the land acknowledgement and public interest statement.  
3  
4 **2. Adoption of the Agenda:** A draft agenda was circulated prior to the meeting.  
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6 *Moved by Ms. Allen and seconded by Dr. Kniaziew to **adopt the agenda.***  
7 **Motion carried**  
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9 **2a. Conflict of Interest Declaration:** Dr. Eltis asked Council members if anyone has a conflict of interest  
10 with any item on the day's agenda.  
11  
12 No conflicts of interest were declared.  
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14 **3. Business Arising: Presentation by Dr. Areef Nurani**  
15 Dr. Eltis announced Dr. Nurani has not completed his course, so he will not be presenting at this time.

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**4. DEI Speaker: Dr. Carys Massarella**

Dr. Eltis introduced Dr. Carys Massarella. Dr. Massarella presented on diversity, equity, and inclusion.

Council adjourned for a break at 9:53 a.m.

Council resumed at 10:08 a.m.

**5. Committee Updates:** The Committee Chairs presented updates on their respective committees.

**6. Consent Agenda:** A draft consent agenda was circulated prior to the meeting. The following items were included in the consent agenda:

**PART 1 - Minutes of Prior Council Meetings**

- a. June 23, 2023
- b. June 28, 2023
- c. Motions and Action Items Arising from the Minutes

**PART 2 - Reports**

- b. Committee Reports
  - i. Executive
  - ii. Patient Relations
  - iii. Quality Assurance:
  - iv. ICRC
  - v. Registration
  - vi. Discipline
  - vii. Governance/HR Committee
  - viii. Audit/Finance/Risk Committee

*Moved by Mr. Kennedy and seconded by Dr. Yuen to **adopt the consent agenda.***

**Motion carried**

**7. Registrar’s Report**

Mr. Jamieson presented the Registrar’s Report which included information on the scope of practice working group, focus groups, and general College operations.

Council requested clarification regarding the Certificate of Authorization online application pilot program and the number of corporations that closed in the last quarter.

*Moved by Dr. Hemami and seconded by Dr. Kniaziew to **go in camera.***

**Motion carried**

**IN CAMERA Session: Receiving Legal Advice**

In accordance with Section 7(2)(b) of the Health Professions Procedural Code, which is Schedule 2 to the *Regulated Health Professions Act, 1991*.

Council went in camera at 10:49 a.m.

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Council came out of camera at 12:12 p.m.

Dr. Eltis announced Council went into camera to receive legal advice, and that Council was now out of camera.

Council adjourned for lunch at 12:13 p.m.

Council returned at 1:05 p.m.

**8. Motions Brought Forward from Committees**

**a) Quality Assurance Committee**

**i. New Self-Assessment Component of the Quality Assurance (QA) Program**

Dr. Morcos presented the motion for the New Self-Assessment Component of the Quality Assurance (QA) program.

*Moved by Dr. Kniaziew and seconded by Dr. Ulakovic to approve the New Self-Assessment Component of the Quality Assurance (QA) Program.*

**Motion carried**

**ii. Continuing Education (CE) Policy (2024-2026)**

Dr. Morcos presented the motion for the Continuing Education (CE) Policy (2024-2026).

*Moved by Dr. Ulakovic and seconded by Dr. Yuen to approve the Continuing Education (CE) Policy (2024-2026).*

**Motion carried**

**b. Audit/Finance/Risk Committee**

**i. Proposed changes in Schedule of Rates as part of Finance Policy – Honoraria and Expense**

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111 Mr. Shah presented the motion for the Proposed changes in Schedule of Rates as part of Finance Policy  
112 – Honoraria.

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114 *Moved by Dr. Hemami and seconded by Dr. Ulakovic to **approve the proposed changes in the Schedule***  
115 ***of Rates as part of Finance Policy – Honoraria and Expense.***

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117 Council inquired about the wording of the policy, and Ms. Lim clarified that the new policy would help to  
118 differentiate between the scheduled meeting time, and the length of time the meeting runs for. The  
119 new policy would allot a specific per diem rate for shorter meetings, instead of counting them as a half  
120 day per diem, as in the current policy. Council determined there was no need to change the current  
121 policy. Council also inquired about the hotel rate listed in the policy, as it is much lower than the current  
122 rate for hotel rooms in Toronto.

123

6 in favour

124

**Motion defeated**

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126 **ii-iv. Approval of Finance Policy – Accounts Payable, General Ledger, and Petty Cash.**

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128 Mr. Shah presented the motion for the Approval of Finance Policies - Accounts Payable, General Ledger,  
129 and Petty Cash.

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131 *Moved by Dr. Kniaziew seconded by Mr. Kennedy to **approve the Finance Policies – Accounts Payable,***  
132 ***General Ledger, and Petty Cash.***

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**Motion carried**

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135 **v. Approval of the new Investment Policy Statement**

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137 Mr. Shah presented the motion for approval of the new Investment Policy Statement.

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139 Council discussed the Investment Policy Statement in detail and compared it to investment policies used  
140 by other not-for-profit organizations. Council discussed amendments to Section 2, paragraph 2, of the  
141 Investment Policy Statement.

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143 *Moved by Mr. Tilban-Rios and seconded by Dr. Kniaziew to **remove paragraph 2, Section 2 of the***  
144 ***Investment Policy Statement as discussed.***

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**Motion carried**

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147 Council continued to discuss the policy investment statement. A member of the Audit/Finance/Risk  
148 Committee inquired about the removal of a section that outlined the responsibilities of the Investment  
149 Manager, and Council discussed the option of inserting the section back into the policy.

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151 *Council took a 5-minute recess.*

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153 *Council returned after 5 minutes.*

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155 *Moved by consensus to **amend the policy by re-inserting section 3.4 to outline the responsibilities of***  
156 ***the Investment Manager.***

157 **Motion carried**

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159 Dr. Eltis called for a vote on the original motion to approve the document with the two amendments.

160 **Motion carried**

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162 *Moved by Mr. Tilban-Rios and seconded by Dr. Kniaziew to appoint Council as the new investment*  
163 *committee that will determine how funds are managed.*

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165 Council discussed the motion and the necessity of having Council review the investments during council  
166 meetings.

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168 Dr. Eltis called for a vote for Council to function as the new investment committee that will determine  
169 how funds are managed.

170 **Motion defeated**

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172 **9. Dates of Upcoming Council Meetings**

173 a. Friday, December 8, 2023

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175 **10. List of Acronyms**

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177 **11. Governance Guide: Robert's Rules**

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179 **12. Council Feedback Survey**

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181 **13. Adjournment:** *Moved by Dr. Kniaziew and seconded by Ms. Allen to adjourn the meeting at 2:12*  
182 *p.m.*

183 **Motion carried**