

# BRIEFING NOTE

**TO:** Board

**FROM:** Fazal Khan, Registrar, CEO

**DATE:** December 6, 2021

**SUBJECT:** 7.0 Executive Committee Elections

For Decision

For Information

Monitoring Report

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**Purpose:**

To provide the Board with direction regarding the procedure which governs the election of the Executive Committee, as set out in the COO By-laws.

**Background:**

*Executive Committee Composition*

Pursuant to Article 10.1 of the by-laws, the Executive Committee of the COO is composed of five individuals: the Chair, the Vice-Chair, and three additional Directors.

The Executive Committee must consist of three Elected Directors and two Public Directors.

*Election of the Executive Committee*

The general procedure for electing Executive Committee members is set out in Article 9 of the COO By-laws. The process can be summarized as follows:

1. The meeting must be chaired by a neutral party:
2. Each candidate must be nominated and seconded
3. The election must be conducted by secret ballot:
4. The successful candidate must obtain a majority vote
5. The elections must take place in the following order:
  - i. Chair
  - ii. Vice-Chair
  - iii. Remaining three positions, in no particular order

Sarah Butson, will be the neutral party overseeing the Election. The elections will take place using confidential and anonymous polls on zoom. In the event that someone is unable to vote using zoom, the party in question will be able to email their vote to Sarah Butson. In the event of a tie, Sarah will use write the names on paper and pull the names out of a hat to break the tie.

*Eligibility for the Executive Committee*

All Elected Directors and Public Directors who submit an expression of interest at least 14 days before the Board meeting are eligible for nomination for election to the Executive Committee. The Chair may serve a maximum of two consecutive one-year terms.

Thursday, November 18, 2021.

**From: Stephen Kinsella.**

**Expression of Interest for Positions on Executive, College of Opticians of Ontario.**

Please find my expression of interest for the position of Chair on the Opticians College of Ontario, Board of Directors.

For the past 2 years, I have been Vice Chair of the board of directors and have participated in meetings during my tenure. It has been a very busy 2 years and the organization has grown immensely.

I have been involved in various committees, including Chair of the Governance Committee, and a member of the Patient Relations, Discipline, ICRC Panel 2, Quality Assurance, Clinical Practice, Strategic Planning, Finance, and Executive Committee.

Each committee has enhanced my knowledge for the betterment of myself and the college. The training which the board has received has been so valuable.

I volunteer on 4 committees for the City of Barrie, including being reappointed Chair of the 2022 Barrie Council Renumeration Committee for the next incoming council, and I have been on the Simcoe Muskoka Criminal Youth Justice Committee since 2000, and have been Chair since 2009.

I currently sit as a provincial appointee on the Simcoe Muskoka District Health Unit, Board of Directors, and have been there since 2016.

I envision the Chair position as one not being the head boss, rather a person who listens to everyone's ideas, and we decide as a team on how to move forward and implement those shared ideas into a reality.

Since being appointed to the college, I have observed and learned from the staff who have a vast amount of knowledge and expertise and I value their constant input.

I would like to continue the strong leadership which I have experienced under the current chair, and as chair I can follow-up on that strong leadership, respect and accountability which the college is known for.

Expression of Interest:

Dated Monday 22<sup>nd</sup> 2021.

Please be advised in considering this as my official notification in expressing an interest in seeking election as a public member or Vice Chair on Executive of the College of Opticians of Ontario.

I have been with the College for over 7 years now and had previously been elected as an executive member and Vice President.

I am currently serving as Chair of the Inquiries, Complaints and Reports Committee (ICRC), as public member on the Quality Assurance Committee, Registration/Fitness to Practice Committee and the Governance Screening Committee.

My experience with the College, helps me to recognize and value the fact that the College has an ongoing quest for experienced and proven leadership particularly from members of the public in protecting the public interest and ensuring Opticians maintain a high standard of vision care for all Ontarians.

I have been a community leader for over 40 years in Canada, a former chairperson of the Employment Insurance Board of Appeal, a former public member of the College of Nurses of Ontario, current member of Toronto Police Advisory Community for the Police Chief.

In 2019, I was appointed by The Heritage Minister of Canadian Heritage as a Board of Trustees of the Canadian Museum of Immigration at Pier 21 Halifax which is Canada's last remaining ocean Immigration shed.

As a result, I attended Canada School of Public Service Orientation for Crown Corporation Directors where I gained hands on experience with issues and challenges related to transparency and ethics in Crown Corporations.

I have been successful in broadening my knowledge and perceptions on matters of the Public Rights and Interests.

I have the firm belief that critical thinking, teamwork, collaboration in discussions is beneficial towards a "sober second thought ". I learnt these skills from my experience on various Boards and Committees that I served on. I have learnt that in leadership, accountability, transparency, and Integrity are crucial to gaining respect in any professional settings. In addition, I believe that any conflict of interest if determined, must be identified, brought out in the open and acted upon appropriately.

I do not put myself in a position to be under any influence from outside individual or any agency or organization that might have an influence on my fiduciary duties to the College. I demonstrate respect and integrity by being courteous, attentive, patient, and open to what others bring to the table.

These very values are manifested in my work ethics.

I also held various positions in large charitable organizations. I oversee a food bank and holding weekly food drives. In support of the Covid 19 vaccination campaign, I partner with Rexdale Community Health Centre in Toronto and hosted several Pfizer vaccine pop up clinics at my mosque from which there were overwhelming turn outs for the vaccination. I also made every effort to encourage the community to get vaccinated in order to accelerate herd immunity.

I believe my experience would continue to add value to the executive in dealing with all upcoming challenges. I respectfully request your vote on election day for either position on executive of the above noted reasons.

Yours Truly,  
Omar Farouk.

Neda Mohammadzadeh RO, Elected Member

Please accept this letter as my formal expression of interest to serve as Vice Chair and/or a member of the 2022 Executive Committee of the College of Opticians of Ontario. I strongly believe that my personal attributes and overall experience would benefit the Chair and the executive team.

I have been an entrepreneur and an Optician serving the public in the Optical industry since November 2001. I have been a Registered Optician since 2008. My education was supported with my Bachelor of Arts degree in French Literature, and recent Leadership and Coaching Training. This will be my 7th year on the board of directors of COO. During this time, I have served on Governance, ICRC, Patient Relation, Discipline, and Executive Committees. In these roles I have gained valuable experience which will benefit all of the Ontarians who trust their Eye Care to our members.

Thank you for your consideration in voting for me. If you have any question please email me at [nmzadeh@collegeofopticians.ca](mailto:nmzadeh@collegeofopticians.ca)

## Expression of Interest

Please be advised that I would like to express my interest in running as a professional member for the executive committee.

I have been an appointed member for 3 years now and will be commencing my first term as an elected member in January 2022. In my years as an appointed member I have served on the patient relations, governance, discipline and ICRC committees. The highlights of my time has been being Vice Chair for the ICRC and getting to Chair a discipline hearing. On the professional level I have been self employed for over 20 years which has taught me the invaluable lesson of financial planning and the ability to alter the course rapidly when unexpected situations arise.

I believe I have shown to be calm and collected in my participation during my time at the college. I have shown the ability to be a team player and would welcome the opportunity to bring my strengths to the executive committee. I am a current board member of our regional credit union and believe my continuous financial training in this role can be an asset to the college.

Thank you for considering me and I ask for your vote onto the 2022 executive committee.

Sincerely,

Kevin Cloutier

I, Margaret (Peggy) Judge, would like to express my interest in running for a position as Member of the Executive Committee of the College of Opticians of Ontario for 2022.

I was appointed as a Public Member to the Board in July 2020 and have gained experience with the various functions of the College and the Board while not only being a Board Member, but also while serving on the ICRC, Discipline, Clinical Practice, and Registration Committees.

I am a Professional Engineer with a Bachelor of Applied Science from Queen's University, a Master of Engineering Science from The University of Western Ontario, and an MBA from Wilfrid Laurier University. I held the position of Assistant Vice President and Controller at a reinsurance underwriting management firm where I designed, implemented, and oversaw the financial controls for several hundred million dollars of business and participated in a major arbitration between the risk bearing Reinsurance Company and a Lloyd's of London Syndicate. I also served as Operations Director for the major fundraiser for several Scouts Canada Scouting Groups.

I believe my education and experience will be beneficial to the committee in fulfilling its responsibilities, including those in its role as the Finance Committee. I am quizzical and logical by nature with an inclination to consider other possibilities than the status quo. In making decisions I am excellent at considering what information may be relevant, acquiring that information and considering the implications of one decision over another.

It is the College's mandate to regulate and improve the practice of Opticianry in the public interest. My experience on the Board has shown me that there is a desire for continual improvement in the decision making that furthers this mandate. I am a strong believer that varied perspectives and respectful collaboration leads to excellent decision making. As a Public Appointee Member, I would appreciate the opportunity to contribute my skills to that decision making as a member of the Executive Committee.

Thank you for consideration of me when making your voting decisions.

Peggy

## Expression of Interest for Executive Committee

I, Derick Summers, would like to express my interest in running for an executive committee position for 2022.

Over my 12 years as an Appointed Member to the College of Opticians, I've had the unique opportunity to serve on all of the various committees that compose the council. In many cases I've been able to take on a leadership role and serve as chair or vice chair. I've also been fortunate enough to be involved with many of the policy and procedural changes that have comprised the last decade as the College has continued to evolve. In the past I've served as a National Examiner and a Prior Learning Assessment Interviewer.

In addition to this internal experience, I've spent the last 6 years working as a freelance optician. This has given me the opportunity to work in a wide variety of independent business models ranging from small single owner shops to larger optometric clinics and has added to my previous experiences running vision centres for large chain stores.

Outside of the standard work environment my time is spent mentoring students, working on national opticianry projects and, in my spare time, writing novels. I feel that I would bring a wide range of knowledge and skills to the role and am uniquely qualified to fill it.

Thank you for your consideration.

Derick