

# BRIEFING NOTE

**TO:** Board of Directors

**FROM:** Amy Stein, Deputy Registrar

**DATE:** December 6, 2021

**SUBJECT:** 2021 Board Strategic Agenda/Workplan

For Decision

For Information

Monitoring Report

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**Purpose:**

To review progress/achievement of the Board's 2021 strategic agenda/workplan.

**Background:**

The Strategic Agenda/Workplan is a board-approved tool that is used to map out the board's quarterly goals in accomplishing its strategic and policy objectives for the year. Specific board meeting agendas are prepared in accordance with the work plan.

The Board approved the initial 2021 workplan in December 2020, and reviewed it again in May 2021 to consider and approve proposed revisions in order to align the workplan with systemic and scheduling changes that occurred throughout the year.

**For Consideration:**

The 2021 workplan is being presented to the board one final time so that it can review annual achievements and note any matters that have been deferred to 2022.

Items completed appear in green font, items not completed appear in red font, and items added to the workplan (and subsequently completed) appear in blue font.

While the majority of items were completed as scheduled, a number of items (in particular in Q3) were deferred as a result of various process or scheduling changes. In particular, the Board may wish to note that:

- In Spring 2021, updates were made to the Governance Policy Review Schedule to address anticipated bottlenecks and ensure that policy review was spread out evenly across a 3-year period. As a result, a number of policies that were originally identified as being slated for review in 2021 were deferred to 2022.
- Agenda items that were no longer needed were removed, including the External Meetings Report (in light of COVID-19 the Chair did not attend any in-person external meetings in 2021).

- Some policy matters have been deferred to Q1 of 2022 in order to provide for additional time to conduct necessary research or environmental scanning (including registration policies that relate to proposed amendments to the Registration Regulation).

**Action Required:**

This workplan is being provided for monitoring purposes only.

**FEBRUARY 2021 BOARD STRATEGIC AGENDA/WORK PLAN**

OPERATIONAL AND MONITORING	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
<p>Minutes, December</p> <p>Year-to-date Financial Variance Report</p> <p>Review of Board Self-Evaluations</p> <p>Review of Committee Self-Evaluations</p> <p>Status of 2020 Board Self-Evaluation Action Plan</p> <p>Registrar, CEO Summary of Monitoring Reports</p>	<p>By-Laws Article 15 (stakeholder feedback) (EX)</p> <p>Delegation Standard of Practice (stakeholder feedback) (CP)</p> <p>Role of Board Officers Policy – Template review (GC)</p> <p>Board Policy Development Policy – Template review (GC)</p> <p>Indigenous Land Acknowledgements (PR)</p> <p>Currency Policy (RC)</p> <p><del>Posting of charges and findings of guilt (RC) (No longer needed)</del></p> <p>Treating Spouses Regulation</p> <p>Registration Committee Terms of Reference Policy (GC)</p> <p>Fitness to Practice Committee Terms of Reference Policy (GC)</p> <p>Quality Assurance Committee Terms of Reference Policy (GC)</p> <p>Clinical Practice Committee Terms of Reference (GC)</p>	<p>Committee Reports</p> <p>Committee Annual Reports</p> <p>Registrar’s Report</p> <p>Examination Report</p> <p>Communications Report</p> <p>1-01 Strategic Outcomes Policy Report</p> <p>2-06 Financial Planning and Budgeting</p> <p>2-60 Corporate Identity, Public Image and Communication</p> <p>2-80 Emergency Registrar, CEO Succession</p> <p>College Performance Measurement Framework – 2020 Report</p> <p>4-25 Board Monitoring System Policy Monitoring Report</p>	<p>Regulatory update from COBC</p>	<p>Introduction to the College (Orientation)</p> <p>Governance (Orientation)</p> <p><b>Code of Conduct (Orientation) (will be scheduled at later date)</b></p> <p>Strategic Plan (Orientation)</p> <p>A Year in Preview (Orientation)</p> <p>Cultural Safety and Humility</p> <p>Virtual Boardroom Tour (Orientation)</p> <p>Reading Financial Variance Reports (Orientation)</p>

Green = Complete

Blue = Added to workplan (complete)

Red = Not complete

Orange = Added to workplan (not complete)

**MAY 2021 BOARD STRATEGIC AGENDA/WORK PLAN**

<b>OPERATIONAL AND MONITORING</b>	<b>POLICY, BY-LAW AND REGULATION</b>	<b>MONITORING REPORTS</b>	<b>EXTERNAL MONITORING</b>	<b>TRAINING AND DEVELOPMENT</b>
Minutes, February  Year-to-date Financial Variance Report  Registrar, CEO Performance Review  Reassess Strategic Work Plan for 2021  2020 Financial Audit	Reserves Policy (GC)  Human Resources and Relations Policy (GC)  Board Terms of Reference Policy (GC)  Role of Board Officers Policy – Template review (GC)  Board Policy Development Policy – Template review (GC)  By-Laws Article 15 (stakeholder feedback) (EX)  By-Law re Registration Fees (EX)  Treating Spouses Regulation (PR)	Committee Reports  Registrar’s Report  Examination Report  NACOR Report  Communications Report  2-06 Financial Condition (Internal Report and External Auditor Report)  2-08 Vendor Relations  2-35 Relationship with Public and Other COO Beneficiaries  Committee Self-Evaluations		Appreciative Inquiry and Communication  Cultural Safety and Humility

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**OCTOBER 2021 BOARD STRATEGIC AGENDA/WORK PLAN**

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, May  Year-to-date Financial Variance Report  2020 Annual Report  Results of Relational Study	Asset Protection Policy (GC)  Investment Policy (GC)  Delegation to the Registrar Policy (Moved from Dec)  Registrar, CEO Job Products Policy (GC)  Registrar, CEO Position Description Policy (GC)  Governance Approach Policy (Monitoring Template) (GC)  Third Party Assessments of Board Efficacy (GC)  Intellectual Property Policy (GC) (Scheduled Oct 2022)  Communication and Support of the Board Policy (GC) (Scheduled Feb 2022)  Posting of Board Materials Policy (GC) (Scheduled Dec 2023)  MSF Process (QA) (2021 MSF deferred; moved to 2022)  Currency Policy (RC) (Moved to Feb 2022)  Practicum Policy (RC) (Moved to Feb 2022)  Refraction Standard of Practice (CP) (Moved to 2022)  By-law on Election Eligibility (Moved to Feb 2022)  Code of Ethics (Stakeholder Feedback) (PR)  Treating Spouses Regulation (Stakeholder Feedback) (PR)	Committee Reports  Registrar's Report  Examination Report  Communications Report  1-01 Strategic Outcomes Policy Report  2-07 Asset Protection (Scheduled for Oct 2022)  2-20 Human Resources Parameters (Scheduled for Oct 2022)  2-11 Communications and Support to the Board (Moved from Oct 2022)  Self-Evaluation 2020 Action Plan Review  4-05 Role of Board Officers Policy		Cultural Safety and Humility (Sept and Oct)

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**DECEMBER 2021 BOARD STRATEGIC AGENDA/WORK PLAN**

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, October  Year-to-date Financial Variance Report  2022 Draft Budget  Approval of 2022 board meeting dates  Election of NEC Rep  Appointment of Auditor for 2022  Election of 2022 Executive  Appointment of Appointed Members  Approval of 2022 Committee Slate  Appointment of Registrar's Review Subcommittee	Relationship with the Public and Beneficiaries Policy (GC)  Registrant Relations Policy (GC)  <b>Unity of Control Policy (GC) (Scheduled Dec 2022)</b>  Delegation to the Registrar, CEO Policy (GC) (Completed in Oct)  Delegation to the Registrar, CEO (Monitoring Template) (GC)  Board and Committee Principles Policy (GC)  Conflict of Interest Questionnaire  Approval of DEI Strategic Plan  COVID-19 Policy Addenda	Committee Reports  Registrar's Report  Examination Report  Communications Report  NACOR Report  <del>External Meetings Report (Removed)</del>  2-15 Reserves Policy Report  2-09 Investment Policy Report  Strategic Work Plan 2021 Review  Strategic Work Plan 2022 Development  Board Policy Development Policy		Cultural Safety and Humility

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