

## BOARD OF DIRECTORS MEETING HIGHLIGHTS June 3 and 4, 2024

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### Renewal and Registration By-law updates Approved

The Board approved the following by-law changes following a review of feedback from registrants and other stakeholders:

- New by-laws relating to the annual renewal process
- Fees for the new Emergency Class of registration
- A new administrative fee for document requests.

Copies of the COO by-laws are available on the website [here](#).

### Registration Policies

The Board approved the following new policies which will come into effect on July 1, 2024:

- **Inactive Class Policy:** The policy sets out the process for applying to transfer to the new Inactive class of registration, and the conditions for holding a certificate in this class.
- **Approved Education Programs policy:** The policy lists the education programs that have been approved by the Registration Committee, or by an accrediting body approved by the Registration Committee.
- **National Examinations Policy:** The policy outlines the role of the National Examination Committee Representative, the Examination Observer, and the Examiner.

The Board approved changes to the following policies:

- **Language Proficiency Policy:** The policy was amended to add the Pearson Test for English, which was recently approved by Immigration, Refugees and Citizenship Canada. The Michigan English Language Assessment Battery was removed from the policy, as it has been discontinued.
- **Student/Intern Supervision Policy:** The policy was updated to align with the cancellation of the Registered Student Optician class under the new Registration Regulation.

### Board Governance

The Board reviews policies quarterly on a schedule set out in the Governance Manual. Amendments to the Reserves policy and the Executive Committee Terms of Reference and Mandate policy were approved to reflect the Board's current processes and to ensure consistency with existing board policies. No substantive changes were made to The Human Resources and Relations policy, The Governance Terms of Reference Policy, or the Board Terms of Reference policy, updates were made to the language to ensure consistency with other policies.

## **Monitoring Reports**

The following monitoring reports were presented by the Registrar:

- Financial Condition Monitoring Report
- Investment Policy Monitoring Report
- Vendor Relations Policy Monitoring Report
- Relationship with the Public and other Beneficiaries Monitoring Report

The Board heard from a fellow board member on the Governance Approach Policy Monitoring Report.

## **Financial Reports**

The board approved the financial variance report to March 31, 2024, and approved the Audited Financials for 2024.