College of Opticians of Ontario

BOARD MEETING MINUTES
September 28, 2026
9:40 AM to 3:00 PM
by zoom

Attendees:	Kevin Cloutier, RO, Chair, Board Professional Member Derick Summers, RO, Vice-Chair, Board Professional Member Omar Farouk, Board Public Member Stephen Kinsella, Board Public Member Alicia Munian, Board Public Member Parminder Kalsi, Board Professional Member Mark Priddle, Board Public Member Greg Chitilian, Board Public member Rose Cavaliere, Board Public Member Golta Mohammadi, Board Professional Member Carlo Sicoli, Board Public Member Johanna Whalen, Board Professional Member
Administration:	Fazal Khan, RO, Registrar, CEO Amy Stein, Deputy Registrar and General Counsel Carolyn Robertson, Manager, Communications and Executive Office Fizza Asad, Manager, Finance and Human Resources Susan Gregory, Facilitator
Regrets:	Paul Imola, RO, Board Professional Member John Battaglia, RO Board Professional Member Carlos Pacheco, RO, Board Professional Member
Guests:	Sandi Verrechia, Governance Consultant

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1.1 Introduction

K. Cloutier introduced himself, the Board of Directors, and members of administration, and opened the meeting with a land acknowledgement.

1.2 Conflict of Interest Declaration

No conflicts of interest were declared.

1.3 Adoption of the Agenda

MOTION: TO APPROVE THE AGENDA

MOVED: S. KINSELLA
SECONDED: O. FAROUK

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

2.0 Minutes of June 1, 2026, Board Meeting

MOTION: TO APPROVE JUNE 1, 2026, MINUTES

MOVED: P. KALSI
SECONDED: J. WHALEN

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

3.0 Refresher on Financial Governance and the Annual Budgeting Process

The Board participated in a training session designed to provide a refresher on financial governance ahead of the annual budget, which will be coming forward for approval at the next meeting. S. Verrecchia presented an overview of the Board's role in overseeing the College's finances. F. Asad then presented to the Board on the budgeting process and the different processes that are used during the year to monitor adherence to the budget and the COO's financial position.

4.0 Financial Reports

4.1 Financial Variance Report to June 30, 2026.

F. Asad presented the financial variance report for the period to June 30, 2026. It was noted that certain Board and Committee expenses were trending higher than anticipated including with respect to preparation time claims for ICRC meetings and a higher volume of Quality Assurance Committee claims relating to accreditation requests.

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Operational and administrative expenses were noted as trending on budget. External relations expenses were approximately 38% under budget. It was noted that some related costs were prepaid.

The Board was invited to ask questions.

MOTION: THAT THE BOARD APPROVE THE FINANCIAL VARIANCE REPORT TO JUNE 30, 2026.

MOVED: C. SICOLI
SECONDED: G. CHITILIAN

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

5.0 Appointment of the Auditor

K. Cloutier presented the briefing note which detailed the results of the auditor assessment tool. Based on the survey results, the Finance Committee determined to recommend that the Board reappoint the same auditor for the 2026 fiscal year. The Finance Committee noted that the auditors regularly assign new staff members to the COO's file to ensure continued objectivity without the need to switch to a different auditing firm.

MOTION: TO APPROVE GREWAL GUYATT AS THE AUDITOR FOR THE 2026 FISCAL YEAR

MOVED: M. PRIDDLE
SECONDED: S. KINSELLA

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

The Board recessed briefly.

6.0 Registration Policies

6.1 PLAR Policy

D. Summers presented a proposed new Prior Learning Assessment and Recognition (PLAR) Policy. If approved, the proposed policy would replace the Internationally Educated Applicants Policy.

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The existing policy detailed the process for an international opticianry graduate to have their education evaluated via the PLAR process for the purposes of meeting the eligibility criteria for registration with the COO.

The new policy was drafted to reflect two developments: updates to the Registration Regulation in 2024 and the 2025 delegation of the PLAR process to the National Alliance of Canadian Optician Regulators (NACOR).

The proposed policy includes a provision officially recognizing NACOR's PLAR process as the approved process to meet regulatory requirements, and outlined requirements with respect to:

- Assessing program similarity for the purposes of PLAR eligibility
- Successful completion of PLAR for the purposes of registration eligibility
- Seeking accommodations and/or raising concerns about the process

Public Interest Considerations: The Registration Committee recognizes that it is in the public interest for there to be a fair and robust process for assessing the skills, knowledge and judgment of applicants from unaccredited programs who are seeking registration in Ontario. The proposed policy aims to clearly and transparently articulate how the Registration Committee is exercising its authority under the Registration Regulation with respect to this pathway to licensure, in a manner that balances fair access against a robust and defensible skill assessment aimed at ensuring qualifying opticians will practice competently, safely, and ethically.

Diversity, Equity, and Inclusion Considerations: The Registration Committee believes the proposed new policy prioritizes accessibility and flexibility by approving a PLAR process that can be remotely completed from anywhere in the world. The proposed addition of language around the accommodation, escalation, and extension request process allows transparency for applicants by formalizing a previously internal process.

Risk Management Considerations: The Registration Committee considered that the proposed policy aims to reduce legal risk by clearly documenting how the Committee is exercising its authority under the Regulation, including by giving formal approval to NACOR's PLAR process, providing criteria to assess program similarity, and clearly defining successful PLAR completion.

The Board agreed with the Public Interest, Diversity, Equity, and Inclusion, and Risk Management considerations put forward by the committee.

The Board was invited to ask questions.

MOTION: THAT THE BOARD RESCIND THE INTERNATIONALLY EDUCATED APPLICANTS POLICY AND APPROVE THE PLAR POLICY.

MOVED: O. FAROUK
SECONDED: A. MUNIAN

FOR: 12
AGAINST: 0

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ABSTAINED: 0

VOTE: CARRIED

6.2 Currency Policy

D. Summers presented proposed updates to the Currency Policy to add two additional categories of professional activities that would count toward the currency requirement for registered opticians: collaborative patient care and developing or presenting Optical or Optometry training resources. Additional language was also proposed related to monitoring of the currency requirement by the College.

Public Interest Considerations: The two new activity categories – Collaborative Patient Care and Developing and/or presenting Optical/Optometry training resources – were included after stakeholder feedback about the evolving practice environment.

The proposed language changes clarify how currency will be monitored, the time frame that the Refresher Program needs to be completed if a registrant does not have enough hours to meet currency, and referral to the Quality Assurance Committee if currency is not met, will allow for transparency and fairness. The proposed changes will allow registrants to have a clearer idea of the deadline to meet currency in order to continue practicing. In turn, the proposed changes will also allow the public to see what steps are taken if a registrant fails to meet currency.

Diversity, Equity, and Inclusion Considerations: The Registration Committee reviewed and considered the concerns that were raised by survey respondents around the number of currency hours, and a comment that the number of hours required may unfairly penalize registrants on leaves of absence, including maternity/parental leaves.

Extensive research and consultation informed the Committee's original decision to set the currency requirement at 500 hours over three years. The Committee considered the implications for registrants who may be on personal leave during that three-year period and concluded that 500 hours struck the appropriate balance between ensuring the maintenance of opticianry knowledge and skill while still taking into consideration the various life situations of registrants. Importantly, the Committee noted that the majority of opticians would be able to reach the minimum requirement in 6 months or less of full-time practice. Moreover, registrants who fall short of the currency requirements will have the option of completing the Refresher Program to maintain currency. Every level of the Refresher Program was designed to be accessible. It can be completed on the candidate's own schedule, and pace and all levels of the program are offered virtually.

No other concerns from a DEI perspective were identified by stakeholders during the current consultation.

Risk Management Considerations: The Registration Committee considered that the proposed changes to the policy aim to capture additional areas of practice that are contributing to opticians' ongoing competency. This will strengthen the College's regulatory defensibility by better aligning the policy with

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the evolving practice environment, and by reducing the risk that the policy will be perceived as outdated or failing to account for practice realities.

In addition, proposed clarifications to the sections about reporting and monitoring currency hours are aimed at reducing the risk of confusion and supporting ongoing compliance.

The Board agreed with the Public Interest, Diversity, Equity, and Inclusion, and Risk Management considerations put forward by the committee.

MOTION: MOTION: TO APPROVE THE AMENDMENTS TO THE CURRENCY OF PRACTICE POLICY

MOVED: C. SICOLI
SECONDED: G. MOHAMMADI

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

6.3 Recent Practice Experience Policy

D. Summers presented a new proposed policy: Recent Practice Experience Policy. The policy was developed to provide transparent guidelines to assess recent practice experience for initial registration as a Registered Optician if the applicant passed their national exams more than 18 months ago.

This policy outlines the information required by the Committee to assess the practice experience. The criteria include:

- Amount and continuity of recent practice experience
- Scope and relevance of practice experience
- Confirmation of supervision
- Other factors are also taken into consideration

Public Interest Considerations: The Registration Committee reviews an applicant's recent practice experience to ensure that the applicant is competent to practice, even if their national examination results are older than 18 months. The Recent Practice Experience Policy clearly lays out for applicants and the public what factors are considered by the Committee to assess if the applicant's opticianry skills and knowledge have degraded since the completion of their national examinations. The assessment aims to assess if applicants have sufficient knowledge and skills to safely and competently practice.

The amount and continuity of an applicant's recent practice experience will illustrate to the Committee whether the use of opticianry knowledge was continuous or intermittent. A short, limited time or sporadic practice that occurred a period ago may indicate that the applicant's opticianry knowledge has not been put in use consistently.

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The scope and relevance of an applicant's practice experience can demonstrate to the Committee whether the applicant has been carrying out the relevant duties of an optician. The listing of the ophthalmic appliances and lenses will allow the Committee to determine if the applicant has been utilizing their opticianry skills since successful completion of their national examinations, and that no relevant knowledge has been lost. Having the applicant's supervisor sign off on the supervision of the experience ensures that the applicant's recent practice is true and in line with the opticianry professional standard.

Diversity, Equity, and Inclusion Considerations: The Registration Committee recognizes the importance of meeting the needs of registrants with varied personal situations. Personal situations may range from a job leave to having just returned to Ontario from practicing in an international jurisdiction after successfully passing their national examinations.

The information required in this policy was designed to be both broad and specific. The details of the applicant's practice scope and consistency aim to give the Committee information to assess whether the applicant has sufficient knowledge and skills of the required practice competencies for opticians. Simultaneously, the policy's broadness will also allow the applicant to provide any relevant information that they feel the committee should consider. Similar to the Practicum Policy, this proposed policy does not require the experience to occur in Canada thus eliminating any restrictive geographical factors.

Risk Management Considerations: The Registration Committee believes that the proposed policy will provide consistency and clarity for the public and applicants as to how recent practice experience will be assessed for an initial Registered Optician application. The assessment of recent practice experience mitigates the risk that an applicant's knowledge and/or skills have degraded since passing the national examinations.

The Board affirmed the Committee's Public Interest, Diversity, Equity and Inclusion, and Risk Management Rationale.

MOTION: THAT THE BOARD APPROVE THE RECENT PRACTICE EXPERIENCE POLICY.

MOVED: C. SICOLI
SECONDED: G. MOHAMMADI

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

7.1-.7.3 Board Governance Policy Review and Updates

C. Sicoli presented the three policies brought forward by the Governance Committee for review during the quarter:

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- Registrar, CEO Expectations and Job Products Policy (3-05)
- Posting of Board Materials Policy (4-23)
- Board Effectiveness Evaluation Policy (4-26)

Registrar, CEO Expectations and Job Products Policy (3-05)
No updates were proposed to the Registrar, CEO Expectations and Job Products Policy. The policy outlines the Registrar, CEO's Job Products and Performance Expectations.

Posting of Board Materials Policy (4-23)
No updates were proposed for the Postings of Board Materials Policy. The policy governs the publication of Board meeting information on the COO website in accordance with the Regulated Health Professions Act (RHPA) and balances the need for transparency with the need to maintain confidentiality of certain information.

Board Effectiveness Evaluation Policy (4-26)
Minor amendments are proposed to align this policy with existing Board policies and current processes. The policy establishes a framework for assessing Board effectiveness through annual self-evaluations and periodic independent third-party evaluations.

Public Interest Considerations: The Registrar, CEO Expectations and Job Products Policy support the College's public interest mandate by clearly defining the job products and expectations of the Registrar, CEO. This provides an important foundation for the Board to fulfil its governance responsibilities, promote accountability, and ensure that the College continues to carry out its mandate in the public interest.

The Posting of Board Materials Policy promotes transparency and accountability by providing the public with timely access to Board materials and meeting records and helping to build public trust in the College's governance processes.

The Board Effectiveness Evaluation Policy supports public confidence by ensuring that the Board remains accountable, effective and focused on fulfilling its public protection mandate through regular evaluation and continuous improvement.

Diversity, Equity, and Inclusion (DEI) Considerations: The Posting of Board Materials Policy supports equitable access to information by ensuring that Board meeting materials are made publicly available in advance of meetings.

The Governance Committee considered whether the policies were consistent with the COO's organizational values relating to diversity, equity and inclusion and did not identify any concerns from a diversity, equity and inclusion perspective.

Risk Management Considerations: The Registrar, CEO Expectations and Job Products Policy support effective risk management by clearly defining the job products and expectations of the Registrar, CEO.

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The Posting of Board Materials Policy helps to protect the College's confidential information by clearly separating public and in camera materials and supports compliance with legislative requirements.

The Board Effectiveness Evaluation Policy supports effective risk management by identifying opportunities for improvement and ensuring appropriate actions are taken to strengthen Board performance and accountability.

The Board agreed with the Public Interest, Diversity, Equity and Inclusion, and Risk Management Considerations put forward by the Committee.

MOTION: THAT THE BOARD APPROVED NO CHANGES TO THE REGISTRAR, CEO EXPECTATIONS AND JOB PRODUCTS POLICY AND NO CHANGES TO THE POSTING OF BOARD MATERIALS POLICY

MOVED: S. KINSELLA
SECONDED: M. PRIDDLE

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

MOTION: THAT THE BOARD APPROVE THE PROPOSED CHANGES TO THE BOARD EFFECTIVENESS EVALUATION POLICY

MOVED: J. WHALEN
SECONDED: O. FAROUK

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

The Board recessed for lunch from 12:00 p.m. to 1:00 p.m.

7.4 Board Meeting Process Policy

C. Sicoli presented the Board Meeting Process Policy. The policy was updated to align with the Board's decision to establish an annual schedule of two in-person and two virtual Board meetings per year.

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Public Interest: Board meetings support the College's public interest mandate. The majority of Board members considered that the current hybrid meeting model appropriately balances cost, accessibility and effective collaboration.

Diversity, Equity and Inclusion: Board and committee members have noted that fully in-person meetings can create barriers to participation. The current hybrid meeting model supports accessibility by balancing the benefits of in-person participation with the needs of members who are managing their college work alongside family, professional and other commitments.

Risk Management Considerations: The majority of Board members considered that the hybrid meeting model appropriately balances the costs of in-person meetings and the responsible use of College resources with the benefits of collaboration, effective meetings, and team building.

The Board agreed with the Public Interest, Diversity, Equity and Inclusion, and Risk Management Considerations put forward by the Committee.

MOTION: THE BOARD APPROVE THE PROPOSED AMENDMENTS TO THE BOARD MEETING PROCESS POLICY

MOVED: J. WHALEN
SECONDED: G. CHITILIAIN

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

8.0 Patient Record Keeping Obligations

S. Kelly presented a new proposed practice guideline focused on record keeping in collaborative practice environments. The proposed Patient Record Keeping Obligations guideline sets out parameters for opticians working in collaborative environments with other health professionals, such as optometrists. The guideline would replace the current Joint Record Keeping Obligations Policy which was creating confusion. .

The Committee recommended that the Board integrate the guideline into to the existing Standards of Practice under Standard 5: Record Keeping and the Joint Record Keeping Policy be rescinded.

Public Interest Considerations: Clear record-keeping expectations support the public interest by promoting transparency and accountability in opticianry practice. Clarity with regards to maintenance and access to complete health records will ensure patients' confidentiality and access to their health records.

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Diversity, Equity, and Inclusion Considerations: The new guideline supports equitable access to care by promoting consistent expectations for patient records across different practice models and settings.

Risk Management Considerations: The new guideline supports risk management by clarifying registrant obligations and reducing the likelihood of inconsistent record-keeping practices. From a reputational perspective, the guideline reinforces the College's role in promoting transparent, accountable practice standards, while helping registrants understand how to meet their professional obligations.

The Board affirmed the Public Interest, Diversity, Equity and Inclusion, and Risk Management considerations put forward by the Committee.

MOTION: THAT THE BOARD RESCIND THE JOINT RECORD KEEPING OBLIGATIONS POLICY

MOVED: C. SICOLI
SECONDED: O. FAROUK

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

MOTION: THAT THE BOARD APPROVE THE PROPOSED RECORD KEEPING OBLIGATIONS IN COLLABORATIVE PRACTICE ENVIRONMENTS PRACTICE GUIDELINE.

MOVED: S. KINSELLA
SECONDED: P. KALSI

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

9.0 Monitoring Report

9.1 Strategic Outcomes Policy Monitoring Report (1-01) Monitoring Report

S. Gregory provided some context around the monitoring reports as a risk management check for the Board. The Board is asked if the Registrar's interpretation was reasonable, and if the policy was complied with. These reports are used to monitor the Registrar's performance and, by extension, the performance of the organization.

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The Board receives Strategic Plan monitoring reports in Q1 and Q3 each year. The reports provide detailed updates on progress toward the strategies identified in the 2026–2028 Strategic Plan.

The report highlighted the following:

- An update on the COO's Unauthorized Practice program, including complaints received (28) and closed (17) to date. (Section 1.2)
- Work is in progress to identify and secure speakers for the next phase of DEI webinar series which will build on the collaboration launched with the College of Audiologists and Speech Language Pathologists in 2025 (section 1.3.1)
- While a national strategy on opticianry services for equity deserving groups may prove to be a challenge, the COO is continuing to explore options with other provincial partners. (1.3.3)
- The cessation of OAA operations affected several planned events. Following participation in the spring event, the College revised its fall plans and began exploring internally delivered webinars and partnerships with other external organizations (2.1).
- In 2026 the COO delivered four presentations on the updates to the Standards of Practice (2.1.1.)
- Rather than primarily providing legislative updates, the college is taking a revised approach to educational content it creates and now focuses on practice scenarios, problem-solving, and critical thinking.

The Board was invited to ask questions.

MOTION: THAT THE BOARD APPROVE THAT THE REGISTRAR'S INTERPRETATION OF THE POLICY WAS REASONABLE

MOVED: G. MOHAMMADI
SECONDED: P. KALSI

FOR: 12
AGAINST: 0
ABSTAINED: 0

MOTION: THAT THE BOARD AGREES THAT THE REGISTRAR, CEO COMPLIED WITH THE POLICY

MOVED: S. KINSELLA
SECONDED: M. PRIDDLE

FOR: 12
AGAINST: 0
ABSTAINED: 0

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9.2 Asset Protection Policy (2-08) Monitoring Report

F. Khan presented the Asset Protection Policy Monitoring Report to the Board. The report covered the period from September 2024 to September 2026. The monitoring report detailed risk management and insurance including the annual review of insurance that is required.

The reported highlighted the measures currently in place to manage financial risk, IT infrastructure, intellectual property, electronic files, and the COO's public image.

Public Interest Considerations: This policy serves the public interest by supporting the responsible, transparent and sustainable management of the College's resources and assets. Through appropriate planning, oversight and regular review, the policy helps ensure resources are used efficiently, costs are appropriately managed, and the College's infrastructure and operational needs are maintained over the long term. These measures also strengthen accountability, support effective risk management and help protect the continuity of the College's operations and services.

Diversity, Equity, and Inclusion Considerations: The policy supports DEI by considering accessibility and differing user needs when managing the College's facilities, technology and other organizational resources. Where applicable, asset planning and procurement decisions consider whether resources are accessible and support the effective participation of staff, Board members and other stakeholders.

Risk Management Considerations: The policy supports effective risk management by establishing controls to protect the College's financial, physical and information assets. This includes maintaining appropriate insurance coverage, restricting access to funds and financial authorities, safeguarding information and records, and ensuring appropriate oversight of contracts and expenditures. Regular monitoring and maintenance of the College's premises, equipment and IT infrastructure further reduce the risk of loss, security incidents and operational disruptions, supporting the continuity of the College's operations.

The Board affirmed the Public Interest, Diversity, Equity and Inclusion, and Risk Management considerations.

MOTION: THAT THE BOARD APPROVE THAT THE REGISTRAR'S INTERPRETATION OF THE POLICY WAS REASONABLE

MOVED: C. SICOLI
SECONDED: G. CHITILIAN

FOR: 12
AGAINST: 0
ABSTAINED: 0

MOTION: THAT THE BOARD AGREES THAT THE REGISTRAR, CEO, COMPLIED WITH THE POLICY.

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MOVED: S. KINSELLA
SECONDED: P. KALSI

FOR: 12
AGAINST: 0
ABSTAINED: 0

9.3 Technology and Cybersecurity Policy Monitoring Report

F. Khan presented the Technology and Cybersecurity Policy Monitoring Report for September 2025 to September 2026.

The report summarized steps taken by the COO to ensure adequate technology to maintain operations and protect data from potential cyber security threats. It was noted that unanticipated computer upgrades required following the end of Microsoft support for Windows 10. These upgrades were completed in the Fall of 2025.

The Board was invited to ask questions. No questions, concerns, or issues were raised.

Public Interest Considerations: The College's technology and cybersecurity practices support the public interest by protecting the confidentiality, integrity and availability of registrant and College information. Ongoing monitoring, secure cloud-based systems, staff training and appropriate technology planning also support business continuity and help ensure the College can continue carrying out its regulatory functions in the event of a technology or cybersecurity incident.

Diversity, Equity, and Inclusion Considerations: Technology planning considers accessibility and differing user needs when implementing or updating systems and digital tools. Maintaining reliable and accessible technology helps support equitable access to the College's services and information for staff, registrants, applicants, Board members and other stakeholders.

Risk Management Considerations: The College uses multiple safeguards to reduce technology and cybersecurity risk, including 24/7 IT monitoring, regular system and security reviews, cybersecurity awareness training, secure cloud based storage and backups, hardware tracking, and appropriate insurance coverage. Together, these measures help reduce the likelihood and potential impact of unauthorized access, data loss, system disruption and other cybersecurity incidents, while supporting timely identification and response when risks arise.

The Board agreed with the Public Interest, Diversity, Equity and Inclusion Considerations and the Risk Management consideration.

MOTION: THAT THE BOARD APPROVE THAT THE REGISTRAR'S INTERPRETATION OF THE POLICY WAS REASONABLE

MOVED: O. FAROUK
SECONDED: A. MUNIAN

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

MOTION: THAT THE BOARD AGREES THAT THE REGISTRAR, CEO, COMPLIED WITH THE POLICY.

MOVED: A. MUNIAN
SECONDED: R. CAVALIERE

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

10.0 Board Policy Development policy

P. Kalsi presented the deferred Board Policy Development Policy Monitoring Report for December 2023 to 2025. The assessment addressed five policy criteria, with full compliance achieved in all areas and no recommendations were made. The Board was invited to ask questions.

11.0 Board Terms of Reference Policy Monitoring Report

D. Summers presented the Terms of Reference Policy Monitoring Report for October 2024 to September 2026. The assessment addressed 12 policy criteria, with full compliance achieved in all areas.

The following recommendations were also included in the report:

- To consider reviewing similar policies from other health colleges
- A formalized method for the Registrar to provide feedback to the Board regarding support, including guidance and resources. Possibly included in the Registrar's Report.
- Compare our policy language to the language used by other health colleges.
- Acknowledging that reducing barriers to engagement and Board diversity is a slow and ongoing process, COO to continue its focus on Education – of public, of membership, and of shareholders.
- Several other Colleges do have working groups and subcommittees specifically for applying a DEI perspective to the organization as a whole and advising the Board, in the future there may be value in this for the COO.

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12.0 Demographic Data Collection Project

S. Scott and D. Milne presented on a proposed project to begin collecting voluntary demographic data about COO registrants. The purpose of the Demographic Data Collection Project is to better understand the backgrounds and experiences of registrants. The demographic information will provide insight into current representation and potential barriers within the profession.

It was noted that the project aligns with the COO's Strategic Plan for 2026-2028, including safer and more inclusive patient care, and strengthening the representation of Indigenous and other equity deserving groups at the Board and committee level.

S. Scott and D. Milne reviewed the ways in which the proposed survey aligns with current best practices and Ontario's Anti-Racism Data Standard, and noted that questions were reviewed by a number of organizations focused on serving equity deserving populations. The various safeguards around data protection, confidentiality and consent were also reviewed. It was noted that participation would be fully voluntary, and that all data would be stored securely and separately from registrant files.

The Board was invited to ask questions and discussion followed. Several concerns were identified, including with respect to safeguarding data, and the negative feedback received from registrants on the consultation survey. It was noted that many of the negative responses appeared to be from individuals who may not fully understand the purpose of the survey, and that steps will be taken to inform and educate registrants once implemented. It was also noted that a low initial response rate is to be expected, but that the project is intended to be long-term and that the hope was that over time more participation would yield increasingly reliable statistical information. Finally, it was noted that this project is only one of the various strategies set out in the COO's strategic plan relating to diversity, equity and inclusion, and is not intended to replace any of the other strategies currently underway.

MOTION: THAT THE BOARD APPROVE GOING FORWARD WITH THE DEMOGRAPHIC DATA COLLECTION PROJECT, AS PRESENTED.

MOVED: O. FAROUK
SECONDED: A. MUNIAN

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

13.0 Outsourcing Accreditation of CE Activities

S. Kelly presented a proposal from the Quality Assurance Committee to outsource accreditation of continuing education activities to NACOR. NACOR is currently carrying out this function for all other provinces, other than Quebec, and outsourcing would streamline the process for continuing education providers, as well as free up resources in the Quality Assurance department. The proposal included an

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overview of ways for the COO to maintain oversight over the process, including regular monitoring and the establishment of a quality control panel.

The floor was opened to discussion, and a number of points were raised about potential considerations if outsourcing was to proceed. Due to time constraints, the Board decided to table the discussion and revisit it at the next meeting when more time could be devoted to the topic.

14.0 Committee Assignments

K. Cloutier presented a proposal to assign new Board Public Member, Rose Cavaliere, to committees for the balance of the calendar year. It was proposed to assign Ms. Cavaliere to the Discipline Committee, the Inquiries, Complaints and Reports Committee, and the Registration Committee.

MOTION: TO APPOINT ROSE CAVALIERE TO THE DISCIPLINE COMMITTEE, REGISTRATION COMMITTEE AND INQUIRIES, COMPLAINTS AND REPORTS COMMITTEE

MOVED: S. KINSELLA
SECONDED: A. MUNIAN

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

15.0 Department Spotlight

The Department Spotlight was deferred to a later date.

16.1-16.3 Reports

Due to time constraints, the Board agreed to approve the Registrar's Report, Communications Report, and Committee Reports through a single motion and defer the accompanying presentation.

MOTION: TO APPROVE THE REPORTS

MOVED: C. SICOLI
SECONDED: M. PRIDDLE

FOR: 12
AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

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17.0 Adjournment

MOTION: TO ADJOURN

MOVED: A. MUNIAN
SECONDED: O. FAROUK

FOR: 12

AGAINST: 0
ABSTAINED: 0

VOTE: CARRIED

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