

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

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

Green = Complete

Blue = Added to workplan (complete)

Red = Not complete

Orange = Added to workplan (not complete)

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

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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	Asset Protection Policy (GC)	Committee Reports		Cultural Safety and Humility (Sept and Oct)
Year-to-date Financial Variance Report	Investment Policy (GC)	Registrar's Report		
2020 Annual Report	Delegation to the Registrar Policy (Moved from Dec)	Examination Report		
Results of Relational Study	Registrar, CEO Job Products Policy (GC)	Communications Report		
	Registrar, CEO Position Description Policy (GC)	1-01 Strategic Outcomes Policy Report		
	Governance Approach Policy (Monitoring Template) (GC)	2-07 Asset Protection (Scheduled for Oct 2022)		
	Third Party Assessments of Board Efficacy (GC)	2-20 Human Resources Parameters (Scheduled for Oct 2022)		
	Intellectual Property Policy (GC) (Scheduled Oct 2022)	2-11 Communications and Support to the Board (Moved from Oct 2022)		
	Communication and Support of the Board Policy (GC) (Scheduled Feb 2022)	Self-Evaluation 2020 Action Plan Review		
	Posting of Board Materials Policy (GC) (Scheduled Dec 2023)	4-05 Role of Board Officers Policy		
	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)			

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

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