

BRIEFING NOTE

TO: Board

FROM: Amy Stein, Deputy Registrar

DATE: December 2, 2024

SUBJECT: 2024 Board Strategic Agenda/Workplan Review

For Decision

For Information

Monitoring Report

Purpose:

To review progress/achievement of the Board's 2024 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 2024 workplan in December 2023 and reviewed it again in June 2024 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 2024 workplan is being presented to the board one final time so that it can review annual achievements. Items on the 2024 workplan were achieved largely on schedule, with several items being deferred but completed later in the year.

Please note that two registration policies that were originally slated for scheduled content review in Q3 have been deferred to 2025. This was to permit the committee to focus on high priority policy work to support implementation of the new Registration Regulation that came into force on July 1, 2024.

Public Interest Considerations:

The purpose of the tool is to ensure that the Board is held accountable for the focus of its own work plan.

Diversity, Equity, and Inclusion Considerations:

The Board's core values include diversity, equity and inclusion, and therefore these principles should be reflected in the work that is done throughout the year.

Risk Management Considerations

The tool is an important way for the Board to continually monitor and mitigate risk by ensuring that operational, policy and monitoring tasks are being completed on schedule.

Action Required:

This update is being provided for information only.

MARCH 2024 BOARD STRATEGIC AGENDA/WORK PLAN

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
<p>Minutes, December</p> <p>Financial Variance Report to December 31, 2023</p> <p>Approval of 2024 Pre-Election Training Module</p> <p>Registrar, CEO Performance Review (Moved from June)</p> <p>Timing of the 2024 Election</p>	<p>Communication and Support to the Board Policy (GC)</p> <p>Emergency Registrar Succession Policy (GC)</p> <p>Organizational Shared Values Policy (GC)</p> <p>Director and Committee Member Responsibilities Policy (GC)</p> <p>By-Law Updates (Renewal and Reinstatement) (RC)</p> <p>Registration Timelines Policy (RC)</p> <p>Retiring or Resigning Policy (RC)</p> <p>Reinstatement and Changing from Inactive to Active Practice Policy (RC)</p> <p>Non-Practising Status Policy (RC) (moved to Sept)</p>	<p>Committee Reports (Spotlight: Registration)</p> <p>Committee Annual Reports</p> <p>Registrar’s Report</p> <p>Examination Report</p> <p>Communications Report</p> <p>Strategic Outcomes Policy (R)</p> <p>Financial Planning and Budgeting (R)</p> <p>Delegation to the Registrar Policy (B)</p> <p>Status of 2023 Board Self-Evaluation Action Plan</p>		<p>Introduction to the College (Orientation)</p> <p>Governance (Orientation)</p> <p>Strategic Plan (Orientation)</p> <p>A Year in Preview (Orientation)</p> <p>Virtual Boardroom Tour (Orientation)</p> <p>Reading Financial Variance Reports</p>

Green = Complete

Blue = Complete (moved or added to workplan)

Red = Not complete

Orange = Not complete (moved or added to workplan)

GC = Governance Committee

RC = Registration Committee

R = Registrar Monitoring Report

B = Board Monitoring Report

JUNE 2024 BOARD STRATEGIC AGENDA/WORK PLAN

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, March Year-to-date Financial Variance Report Registrar, CEO Performance Review (Moved to March) Reassess 2024 Strategic Agenda Work Plan	Reserves Policy (GC) Human Resources and Relations Policy (GC) Board Terms of Reference Policy (GC) Executive Committee Terms of Reference Policy (GC) Governance Committee Terms of Reference Policy (GC) Election Eligibility Criteria (GC) Electoral Districts (GC) Patient Relations Committee Terms of Reference and Mandate Policy (GC) (moved to June) Language Proficiency Policy (RC) Approved Education Programs Policy (RC) National Examinations Policy (RC) Student/Intern Supervision Policy (RC) Inactive Class Policy (RC) By-Law Updates (Renewal and Reinstatement) (RC)	Committee Reports (Spotlight: Professional Conduct) Registrar's Report Examination Report NACOR Report Communications Report Financial Condition Policy (R) Vender Relations Policy (R) Investment Policy (R) Relationship with the Public and Other COO Beneficiaries (R) Governance Approach Policy (B) Approval of 2024 Board Action Plan	2023 Financial Audit Report	Diversity, Equity and Inclusion (moved to Sept) Appreciative Inquiry Training

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SEPTEMBER 2024 BOARD STRATEGIC AGENDA/WORK PLAN

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
<p>Minutes, June</p> <p>Year-to-date Financial Variance Report</p> <p>Appointment of Auditor for 2025</p>	<p>Asset Protection Policy (GC)</p> <p>Patient Relations Committee Terms of Reference Policy (GC)</p> <p>ICRC Terms of Reference Policy (GC)</p> <p>Pre-Election Training Module Policy (GC)</p> <p>Inactive Class Election/Appointment Eligibility (GC)</p> <p>Registration Appeal Panel Policy (RC)</p> <p>Photograph Submission Requirements Policy (RC)</p> <p>Non-Practising Status Policy (RC) (moved from March)</p> <p>Labour Mobility Policy (RC)</p> <p>Examinations and Upgrading Policy (RC)</p> <p>Acceptance of Quality Assurance Program Compliance from other Canadian Provinces (RC)</p> <p>Peer and Practice Assessment Fees (QAC)</p>	<p>Committee Reports (Spotlight: Governance and Patient Relations)</p> <p>Registrar's Report</p> <p>Examination Report (Removed now that examinations have been outsourced)</p> <p>Communications Report</p> <p>Strategic Outcomes Policy Report (R)</p> <p>Asset Protection Policy (R)</p> <p>Communication and Support to the Board Policy (R) (not due until 2025)</p> <p>Technology and Cyber Security Policy (R)</p> <p>Board Terms of Reference Policy (B)</p>		<p>Diversity, Equity and Inclusion Training</p>

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DECEMBER 2024 BOARD STRATEGIC AGENDA/WORK PLAN

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
<p>Minutes, September</p> <p>Year-to-date Financial Variance Report</p> <p>2025 Draft Budget</p> <p>Approval of 2025 board meeting dates</p> <p>Election of NEC Rep</p> <p>Appointment of Auditor for 2025 (Completed in Sep)</p> <p>Election of 2025 Executive</p> <p>Appointment of Appointed Members</p> <p>Approval of 2025 Committee Slate</p> <p>Appointment of Registrar’s Review Subcommittee</p> <p>Assignment of 2025 Board Monitoring Reports</p> <p>Discussion re # in person board meetings in 2025</p>	<p>Relationship with the Public and Beneficiaries Policy (GC)</p> <p>Registrant Relations Policy (GC)</p> <p>Vote Majority for Termination of a Registrar Policy (GC)</p> <p>Board and Committee Principles Policy (GC)</p> <p>Proposed Governance Reform: Electoral Districts (GC)</p> <p>Contact Lens Mentor Policy (RC)</p>	<p>Committee Reports (Spotlight: Professional Practice)</p> <p>Registrar’s Report</p> <p>Examination Report (Removed now that examinations have been outsourced)</p> <p>Communications Report</p> <p>NACOR Report</p> <p>External Meetings Report</p> <p>Reserves Policy Report (R)</p> <p>Investment Policy Report (R)</p> <p>Board Code of Conduct (B)</p> <p>Strategic Work Plan 2024 Review</p> <p>Strategic Work Plan 2025 Development</p> <p>Presentation on the engagement efforts with members of the Indigenous community on culturally safe vision care</p>	<p>Discussion re external board review in 2025</p>	

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