

**BOARD MEETING AGENDA**  
**Monday, December 2, 2024**

**9:00 am to 4:15 pm**

Attendees: Mr. Derick Summers, RO, Chair, Elected Member  
 Mr. Kevin Cloutier, Vice Chair, RO, Elected Member  
 Mr. Omar Farouk, Government Appointee  
 Mr. Paul Imola, RO, Elected Member  
 Ms. Peggy Judge, Public Member  
 Mr. Stephen Kinsella, Government Appointee  
 Mr. Samir Modhera, RO, Elected Member  
 Ms. Alicia Munian, Government Appointee  
 Ms. Tonya Nahmabin, RO, Elected Member  
 Mr. Carlos Pacheco, RO, Elected Member  
 Ms. Grazyna Sepczynska, RO, Elected Member  
 Mr. Carlos Sicoli, Government Appointee

Regrets: Mr. Rob Vezina

Administration: Mr. Fazal Khan RO, Registrar and CEO  
 Ms. Amy Stein, Acting Deputy Registrar and General Counsel  
 Ms. Carolyn Robertson, Manager, Communications and Executive Office  
 Ms. Blessing Adebimpe, Staff Accountant

Guests: Ms. Karen Elkin, Meeting Facilitator

Overall Meeting  
 Purpose: To review reports and make decisions as required.

Time	Item	Deliverable	Owner
9:00 – 9:10 10 minutes	<b>Pre-meeting board tech test</b>		
9:10– 9:15 5 minutes	<b>Introduction and Announcements</b>	Information	Derick Summers, Chair
9:15 – 10:40 85 Minutes	<b>A.0 In Camera Session</b> A.1 Approve in Camera Agenda A.2 In Camera Draft Minutes A.3 Review of Appointed Member Candidates A.4 Board Code of Conduct Monitoring Report A.5 Registrar Year-End Presentation A.6 Legal update	Motion to go in camera	Derick Summers, Chair
10:40 – 10:55 15 minutes	<b>Break</b>		

Time	Item	Deliverable	Owner
10:55 – 11:05 10 minutes	<b>1.0 Introduction</b> 1.1 Introductions, Announcements, and Land Acknowledgement 1.2 Conflict of Interest Declaration 1.3 Adoption of Agenda	Motion to adopt the agenda	Derick Summers, Chair
11:05 –11:10 5 minutes	<b>2.0 Minutes</b> 2.1 September 23, 2024 (*)	Motion to approve the minutes	Derick Summers, Chair
11:10 –11:15 5 minutes	<b>3.0 Appointment of Appointed Members</b>	Motion	Derick Summers, Chair
11:15–11:35 20 minutes	<b>4.0 Executive Elections</b> <i>(*) – Executive Committee Elections Procedure and Expressions of Interest</i> 4.1 Review Election Procedure 4.2 Election of Chair 4.3 Election for Vice-Chair 4.4 Election of Three Remaining Executive Members 4.5 Appointment of the 2025 Executive Committee	Motion	Karen Elkin, Meeting Facilitator
11:35 –11:45 10 minutes	<b>5.0 Election of the NEC Representative (*)</b>	Motion	Derick Summers, Chair
11:45 –11:55 10 minutes	<b>6.0 Appointment of the Registrar’s Review Subcommittee (*)</b>	Motion	Derick Summers, Chair
11:55 - 1:10 75 minutes	<b>Lunch</b>		
1:10 – 1:40 30 minutes	<b>7.0 Financial Reports</b> 7.1 Year-to-date Financial Variance Report (*) 7.2a In-Person Board Meetings in 2025 7.2 2025 Draft Budget (*)	Motion	Blessing Adebimpe, Staff Accountant
1:40 – 1:55 15 minutes	<b>8.0 Approval of the 2025 Committee Slate (*)</b>	Motion	Derick Summers, Chair
1:55 –2:25 30 minutes	<b>9.0 Governance Policy Updates</b> 9.1 Relationship with the Public & Stakeholders Policy 9.2 Registrant Relations Policy 9.3 Vote Majority for Termination of Registrar Policy 9.4 Board and Committee Principles Policy	Motion	Elliot Borins, Chair of Governance
2:25 – 2:40 15 minutes	<b>Break</b>		

<b>Time</b>	<b>Item</b>	<b>Deliverable</b>	<b>Owner</b>
2:40 – 2:50 10 minutes	<b>10.0 Assignment of Board Monitoring Reports for 2025</b>	Monitoring	Derick Summers, Chair
2:50 – 2:55 5 minutes	<b>11.0 Registration Policies</b> 11.1 Contact Lens Mentor Policy (*)	Motion	Rob Vezina, Chair, Registration
2:55 – 3:00 5 minutes	<b>12.0 2025 Board Meeting Dates (*)</b>	Motion	Derick Summers, Chair
3:00 – 3:15 15 minutes	<b>13.0 Review of 2024 Strategic Work Plan (*)</b>	Motion	Amy Stein, Deputy Registrar
3:15 – 3:30 15 minutes	<b>14.0 Strategic Work Plan 2025 Review and Development (*)</b>	Motion	Amy Stein, Deputy Registrar
3:30 - 4:00	<b>15.0 Presentation by Leslee White-Eye</b>	Information and Discussion	Leslee White-Eye, Counsel
4:00 - 4:10 10 minutes	<b>16.0 2024 Board Self Evaluations (*)</b>	Information and Discussion	Derick Summers, Chair
4:10 – 4:15 5 minutes	<b>17.0 Recess until the following day</b>	Motion	Derick Summers, Chair

**BOARD MEETING AGENDA**  
**Tuesday, December 3, 2024**  
**9:00 am to 12:15 pm**

Attendees: Mr. Derick Summers, RO, Elected Member  
Mr. Kevin Cloutier, Vice Chair, RO, Elected Member  
Mr. Omar Farouk, Government Appointee  
Mr. Paul Imola, RO, Elected Member  
Ms. Peggy Judge, Public Member  
Mr. Stephen Kinsella, Government Appointee  
Mr. Samir Modhera, RO, Elected Member  
Ms. Alicia Munian, Government Appointee  
Ms. Tonya Nahmabin, RO, Elected Member  
Mr. Carlos Pacheco, RO, Elected Member  
Ms. Grazyna Sepczynska, RO, Elected Member  
Mr. Rob Vezina, RO, Elected Member  
Mr. Carlos Sicoli, Government Appointee

Administration: Mr. Fazal Khan RO, Registrar and CEO  
Ms. Amy Stein, Acting Deputy Registrar and General Counsel  
Ms. Carolyn Robertson, Manager, Communications and Executive Office  
Ms. Blessing Adebimpe, Staff Accountant

Guests: Ms. Karen Elkin, Meeting Facilitator

Overall Meeting Purpose: To review reports and make decisions as required.

Time	Item	Deliverable	Owner
9:00 – 9:10 10 minutes	<b>Pre-meeting board tech test</b>		
9:10 – 9:40 30 minutes	<b>Training Session: Electoral Districts Best Practices</b>	Information and Discussion	Melanie Woodbeck, Registrar, CDO
9:40 – 9:45 5 minutes	<b>18.0 Welcome Back</b> 18.1 Opening remarks	Information and Discussion	Derick Summers, Chair
9:45 – 10:15 30 minutes	<b>19.0 Proposed Governance Reform: Electoral Districts</b>	Motion	Elliot Borins, Chair of Governance
10:15 – 10:45 30 minutes	<b>20.0 Presentation by Deanna Williams</b>	Information and Discussion	Deanna Williams, Dundee Consulting
10:45 – 11:00 15 minutes	<b>Break</b>		

<b>Time</b>	<b>Item</b>	<b>Deliverable</b>	<b>Owner</b>
11:00 – 11:20 20 minutes	<b>21.0 Monitoring Reports</b> 21.1 Reserves Policy Monitoring Report 21.2 Investment Policy Monitoring Report	Monitoring	Fazal Khan, Registrar and CEO
11:20 – 11:30 10 minutes	<b>22.0 Department Spotlight QA</b>	Information and Discussion	Peggy Dreyer, Director of Quality Assurance
11:30 – 12:00 30 minutes	<b>23.0 Reports</b> 23.1 Registrar’s Report (*) 23.2 NACOR Report (*) 23.3 Committee Reports (*) 23.4 Communications Reports (*)	Motion	Derick Summers, Chair
12:00	<b>24.0 Adjournment</b>	Motion	Derick Summers, Chair
12:00 – 12:15 15 minutes	<b>Reflection Period</b>	Discussion	Derick Summers, Chair