

## BRIEFING NOTE

**TO:** Board of Directors

**FROM:** Amy Stein, Deputy Registrar

**DATE:** March 3, 2025

**SUBJECT:** Update on the Board's 2024 Action Plan

☐ For Decision

☒ For Information

☐ Monitoring Report

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**Purpose:**

To provide the Board with an updated on the status of the 2024 Board Action Plan.

**Background:**

In December 2023, board members completed its annual self-evaluation process.

The board met in March 2024 to review the results of the evaluation and develop an action plan.

**For Consideration:**

An update on the status of the 2024 Action Plan is attached. The action plan includes items carried forward from the previous action plan.

**Action Required:**

This update is for information and discussion only.

### COO Board Effectiveness Evaluation: 2024 Action Plan

In December 2023, all board members participated in a comprehensive self-evaluation of the board's overall effectiveness. The board then met in March 2024 to review the results of the evaluation and to develop an action plan. Also included in the action plan are any items deferred from any previous Action Plans. The following is a summary of the action items identified by the board for 2024 and the status of each item.

Action		Status	Progress (at March 2025)
1.	Consider whether governance reforms are necessary with respect to the role and composition of the Finance Committee <i>(Carried forward from 2021 Action Plan)</i> .	In progress	In 2022 the board prioritized exploring a reduction in overlap between the board and committees. In 2023 and 2024 the board has been focusing on election reform. Proposals on changes to the Finance Committee, may be explored in 2025.
2.	Explore sunseting electoral districts <i>(Carried forward from 2022 Action Plan)</i> .	Complete	In December 2024, the Board approved the Governance Committee's proposal to sunset electoral districts and move forward with a single all-Ontario model. The new model will become effective in 2026.
3.	Explore sunseting one professional board seat <i>(Carried forward from 2022 Action Plan)</i> .	In progress	The Governance Committee began exploring election reforms in 2023. It was determined that the committee would focus on reforms to electoral districts in 2024. The board will be asked whether the committee should proceed to explore this initiative in 2025.
4.	Update briefing notes to include a section on risk management considerations <i>(Carried forward from 2023 Action Plan)</i> .	Complete	Updated briefing notes for the board and committees were introduced in March 2024.
5.	Explore options for being more transparent about the self-evaluation process and results <i>(Carried forward from 2023 Action Plan)</i> .	Complete	The board determined in March 2024 to maintain the status quo with its self-evaluation process.
6.	To explore opportunities for additional reflection and idea sharing between board members, including the potential for more in-person meetings.	Complete	A survey of board member preferences was carried out in Fall 2024. Results were reviewed by the Executive Committee and, based on a review of the feedback as well as budgeting considerations for

Action		Status	Progress (at March 2025)
			2025, the committee recommended, and the board approved, holding two in-person board meetings in 2025.
7.	Engage in additional training on appreciative inquiry, the Board Code of Conduct, Diversity, Equity, and Inclusion (DEI) and unconscious bias.	Complete	Appreciative Inquiry training held in June 2024, DEI training held in September 2024. A follow up session is scheduled for March 2025.
8.	Explore the possibility of creating a formal process for receiving post-board meeting feedback from appointed members.	In progress	
9.	Explore using the mentorship program to support a pipeline of board members becoming committee chairs and vice-chairs.	Complete	Mentorship program launched in Fall 2024.
10.	Explore additional training for committee chairs and vice-chairs.	Complete	Committee chairs and vice-chairs received facilitation training on April 19, 2024.