

BRIEFING NOTE

TO: Board of Directors

FROM: Amy Stein, Deputy Registrar

DATE: June 5, 2023

SUBJECT: Strategic Agenda/Workplan Mid-Year Review

For Decision For Information Monitoring Report

Purpose:

To revisit the Board's strategic agenda/workplan to make necessary adjustments and refine the plan for Q3 and Q4.

Background:

The Strategic Agenda/Workplan Policy (4-21) is a board governance policy which provides for the board's use of a strategic agenda as a tool to ensure that the board is held accountable for the focus of its own work plan, its progress toward achieving its work plan, and its overall results in any quarter. Specific board meeting agendas are prepared in accordance with the work plan.

The board approved its 2023 Workplan at its meeting in December 2022.

For Consideration:

The 2023 Workplan is being presented to the board for a mid-year check-in/review.

Items completed appear in green font, items not completed appear in red font, and items added to the workplan appear in orange font (items not yet complete) or blue font (items added and subsequently completed).

The majority of Workplan items have been completed on schedule, including a number of items that have been added since the December meeting. Several items have been deferred to later meetings, including:

- *Refraction Standard:* consideration of changes to this standard has been deferred to October to allow more time for stakeholder consultations. A number of additional stakeholder consultations became necessary in winter/spring 2023 as a result of a new regulation passed by the Ontario Government relating to the creation of a new emergency class of registration under the Registration Regulation. To avoid consultation fatigue, the College deferred consultation on the Refraction Standard until summer.

- *Governance Policies:* Several governance policies originally slated for content review in March 2023 have been deferred to October. The College has engaged a new consultant to support the Executive Sub-Committee responsible for carrying out the annual Registrar, CEO performance review. As a result, the Governance Committee will be reviewing the policies relating to this process over the summer once the annual Registrar, CEO performance review is complete to identify ways to make the process more robust and/or streamlined going forward.

Action Required:

To review and approve the revised workplan, or revise as necessary.

MARCH 2023 BOARD STRATEGIC AGENDA/WORK PLAN

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
<p>Minutes, December</p> <p>Year-to-date Financial Variance Report</p> <p>Review of Board Self-Evaluations</p> <p>Review of Committee Self-Evaluations</p> <p>Approval of 2023 Pre-Election Training Module (moved to June)</p>	<p>Appointed Member Policy (GC)</p> <p>Registrar, CEO Performance Evaluation Process Policy (GC) (moved to Oct)</p> <p>Registrar, CEO Compensation Policy (GC) (moved to Oct)</p> <p>Strategic Outcomes Policy (GC)</p> <p>Role of Board Officers Policy (GC)</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>2022 CPMF Report (update shared via email)</p> <p>1-01 Strategic Outcomes Policy (R)</p> <p>2-02 Financial Planning and Budgeting (R)</p> <p>2-12 Corporate Identity, Public Image and Communication (R)</p> <p>2-14 Emergency Registrar, CEO Succession (R)</p> <p>4-25 Board Monitoring System Policy (B)</p> <p>Registrar, CEO Summary of Monitoring Reports (R)</p> <p>Status of 2022 Board Self-Evaluation Action Plan</p>	<p>Third Party Effectiveness Evaluation Report</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>Cultural Safety and Humility</p> <p>Virtual Boardroom Tour (Orientation)</p> <p>Reading Financial Variance Reports (Orientation)</p>

Green = Complete

Blue = Complete (moved or added to workplan)

Red = Not complete

Orange = Not complete (moved or added to workplan)

JUNE 2023 BOARD STRATEGIC AGENDA/WORK PLAN

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, February Year-to-date Financial Variance Report Registrar, CEO Performance Review Reassess 2023 Strategic Work Plan	Role of Board Officers Policy (GC) (moved to March) Role of Committee Chairperson Policy (GC) Financial Planning and Budgeting Policy (GC) Financial Condition Policy (GC) Discipline Committee Terms of Reference Policy (GC) Approval of 2023 Pre-Election Training Module (GC) Currency Policy (RC) Practicum Policy (RC) Reinstatement and Change of Status Policy (RC) Refraction Standard of Practice (CP) (Moved to Oct) Fees By-Law Amendments (EC)	Committee Reports (Spotlight: Professional Conduct) Registrar's Report Examination Report NACOR Report Communications Report 2-03 Financial Condition (R) 2-06 Investment Policy (R) 4-21 Board Annual Strategic Agenda/Workplan Policy (B) Approval of 2023 Board Action Plan	2022 Financial Audit	Financial Reports (completed in March) Cyber Security

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OCTOBER 2023 BOARD STRATEGIC AGENDA/WORK PLAN

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, May Year-to-date Financial Variance Report Executive Election Process Review 2022 Annual Report	Financial Planning and Budgeting Policy (GC) Financial Condition Policy (GC) Investment Policy (GC) Registrar, CEO Performance Evaluation Process Policy (GC) – Moved from June Registrar, CEO Compensation Policy (GC) – Moved from June Posting of Board Materials Policy (GC) Refraction Standard of Practice (CP) – Moved from June Executive Election Process (GC)	Committee Reports (Spotlight: Governance and Patient Relations) Registrar’s Report Examination Report Communications Report 1-01 Strategic Outcomes Policy Report (R) 2-11 Communication and Support to the Board (R) 4-05 Role of Board Officers Policy (B)		TBD

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DECEMBER 2023 BOARD STRATEGIC AGENDA/WORK PLAN

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, October	Board Support of the Registrar, CEO Policy (GC)	Committee Reports (Spotlight: Professional Practice)		TBD
Year-to-date Financial Variance Report	Governance Approach Policy (GC)	Registrar’s Report		
2024 Draft Budget	Board Decision-Making Policy (GC)	Examination Report		
Approval of 2024 board meeting dates	Board Effectiveness Self-Evaluation Policy (GC)	Communications Report		
Election of NEC Rep		NACOR Report		
Appointment of Auditor for 2024		External Meetings Report		
Election of 2024 Executive		2-15 Reserves Policy Report (R)		
Appointment of Appointed Members		2-09 Investment Policy Report (R)		
Approval of 2024 Committee Slate		4-24 Board Policy Development Policy (B)		
Appointment of Registrar’s Review Subcommittee		Strategic Work Plan 2023 Review		
Assignment of 2024 Board Monitoring Reports		Strategic Work Plan 2024 Development		

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