

## BRIEFING NOTE

**TO:** Board

**FROM:** Executive Committee

**DATE:** December 7, 2020

**SUBJECT:** 3.0 Appointed Members

☐ For Decision

☐ For Information

☐ Monitoring Report

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**Purpose:**

To approve individuals for appointments as:

- Appointed Members (Registered Opticians)
- Appointed Members (non-opticians)
- Appointed Members (discipline only)

**Background:**

The Board maintains a group of non-board members who are appointed to sit on committees to assist in the governance process and policy making duties of the Board, in accordance with the [Appointed Committee Member Policy](#).

As directed by the Board, the Executive Committee is responsible for screening and interviewing candidates and making selection recommendations.

At its October 2020 meeting, the Board approved amendments to the by-laws that permit the Board to appoint non-opticians to committees as Appointed Members.

**For Consideration:**

On November 23, 2020, the Executive Committee conducted interviews for candidates seeking appointment as RO, non-RO and discipline only committee members. The Executive Committee's recommendations were reviewed by the Board in an in camera session pursuant to section 7(2)(d) of the Health Professions Procedural Code (personnel matter).

**Public Interest Considerations:**

One of the key areas for governance reform identified by health regulatory colleges, including the COO, in recent years, is the importance of separating board and committee work. While this cannot be fully achieved without legislative change, the Board may nevertheless start the work now of building capacity by bringing on additional qualified appointed members. Expanding the roster of

appointed members will allow the Board to increase the ratio of non-Board members on committees, which is a step toward the separation of Board and committee work.

**Diversity, Equity, and Inclusion Considerations:**

The interview process was developed to assess candidates based on the competency profile approved by the Board in October 2019. This year, the screening and interview process also underwent a review by a diversity, equity and inclusion specialist who provided the Committee with feedback on how to make the process more fair and equitable, and to identify and remove potential barriers that may prevent individuals from diverse or marginalized backgrounds from achieving success in the process.

**Action Required:**

That the Board ratify their appointment of Appointed Committee Members for the following positions:

- Appointed Members (Registered Opticians)
- Appointed Members (non-opticians)
- Appointed Members (discipline only)