

BRIEFING NOTE

TO: Board

FROM: Amy Stein, Deputy Registrar

DATE: December 5 and 6, 2022

SUBJECT: Board Strategic Agenda/Workplan

☐ For Decision

☒ For Information

☐ Monitoring Report

Purpose:

To review progress/achievement of the Board's 2022 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 2022 workplan in December 2021 and reviewed it again in May 2021 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 2022 workplan is being presented to the board one final time so that it can review annual achievements and note any matters that have been deferred to 2023.

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

While the majority of items were completed on schedule, a number of items were deferred as a result of various process or scheduling changes, including:

- The development of certain registration policies has been deferred to 2023. These policies will support updates to the Registration Regulation once amendments are approved by the Ontario Government. The COO is awaiting further information on the timeline for approval of the amendments in order to move forward with the policy development.
- Publication of the 2021 Annual Report is expected by the second week of December, 2022.

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.

Action Required:

This update is being provided for information only.

FEBRUARY 2022 BOARD STRATEGIC AGENDA/WORK PLAN				
OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, December	Currency Policy (RC) (Moved to Oct)	Committee Reports		Introduction to the College (Orientation)
Year-to-date Financial Variance Report	Practicum Policy (RC) (Moved to Oct)	Committee Annual Reports		Governance (Orientation)
Review of Board Self-Evaluations	By-laws on Registration and Liability Insurance (RC) (Moved to May)	Registrar's Report		Strategic Plan (Orientation)
Review of Committee Self-Evaluations	Contact Lens Mentor Policy Amendments (RC) (Moved to Oct)	Examination Report		A Year in Preview (Orientation)
Approval of 2022 Pre-Election Training Module	By-Laws on Election Eligibility and Election Process (GC)	Communications Report		Cultural Safety and Humility
	2022 Election Process (GC)	2021 CPMF Report		Virtual Boardroom Tour (Orientation)
	Unity of Control Policy (GC)	1-01 Strategic Outcomes Policy Report		Reading Financial Variance Reports (Orientation)
	General Operational Constraint Policy (GC)	2-01 General Operational Constraint		
	Vendor Relations & Procurement Management Policy (GC)	2-02 Financial Planning and Budgeting		
		2-14 Emergency Registrar, CEO Succession		
		Registrar, CEO Summary of Monitoring Reports		
		Status of 2021 Board Self-Evaluation Action Plan		

Green = Complete

Blue = Complete (moved or added to workplan)

Red = Not complete

Orange = Not complete (moved or added to workplan)

MAY 2022 BOARD STRATEGIC AGENDA/WORK PLAN				
OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, February	Board-Staff Relationship Policy (GC)	Committee Reports		
Year-to-date Financial Variance Report	Director and Committee Member Responsibilities Policy (GC)	Registrar's Report		
Registrar, CEO Performance Review	Pre-Election Training Module Policy (GC)	Examination Report		
Reassess Strategic Work Plan for 2022	Intellectual Property Policy (GC)	NACOR Report		
2021 Financial Audit	Board Policy Development Policy (GC) (GC determined no board review required at this time)	Communications Report		
2021 Annual Report (Moved to Dec)	Quality Assurance Program and Competency Review and Evaluation Process (Moved to Dec)	2-03 Financial Condition		
	By-laws on Registration and Liability Insurance (RC) (Moved from Feb)	2-06 Investment Policy		
		2-13 Intellectual Property (the Board determined that the policy no longer requires monitoring)		

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OCTOBER 2022 BOARD STRATEGIC AGENDA/WORK PLAN

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, May	Global Board-Registrar, CEO Relationship Policy (GC)	Committee Reports		
Year-to-date Financial Variance Report	Board Process Policy (GC)	Registrar's Report		
Approval of 2023-2025 Strategic Plan (Approved in principle with formal ratification moved to Dec)	Board Monitoring System Policy (GC)	Examination Report		
	Refraction Standard of Practice (CP) (Moved to Dec)	Communications Report		
	Contact Lens Mentor Policy Amendments (RC) (Moved from Feb)	1-01 Strategic Outcomes Policy Report		
	Currency Policy (RC) (Deferred to 2023)	2-07 Asset Protection		
	Practicum Policy (RC) (Deferred to 2023)	2-20 Human Resources Parameters		

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DECEMBER 2022 BOARD STRATEGIC AGENDA/WORK PLAN				
OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, October	Corporate Identity, Public Image and Communications Policy (GC)	Committee Reports		
Year-to-date Financial Variance Report		Registrar's Report		
2023 Draft Budget	Board Strategic Agenda Workplan Policy (GC)	Examination Report		
Approval of 2023 board meeting dates	Director Job Description Policy (GC)	Communications Report		
Election of NEC Rep	Quality Assurance Program and Competency Review and Evaluation Process (Moved from May)	NACOR Report		
Appointment of Auditor for 2023		External Meetings Report		
Election of 2023 Executive	Reducing Overlap Between the Board and Committees (GC)	2-15 Reserves Policy Report		
Appointment of Appointed Members		2-09 Investment Policy Report		
Approval of 2023 Committee Slate	Pre-Election / Pre-Appointment Screening Policy (GC)	Registrant Relations Policy Report		
Appointment of Registrar's Review Subcommittee	Refraction Standard of Practice (CP) (Moved from Oct)	Strategic Work Plan 2022 Review		
Ratification of the 2023-2025 Strategic Plan (Moved from Oct)	Registrant Policy Updates (RC)	Strategic Work Plan 2023 Development		
2021 Annual Report (Publication pending mid-December)				
Assignment of 2023 Board Monitoring Reports				

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