

## BRIEFING NOTE

**TO:** Board of Directors

**FROM:** Amy Stein, Deputy Registrar and General Counsel

**DATE:** March 6, 2023

**SUBJECT:** Update on the Board's 2022 Action Plan

☐ For Decision

☒ For Information

☐ Monitoring Report

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**Purpose:**

To provide an update on the status of the board's 2022 Action Plan.

**Background:**

In December 2021, all board members participated in a comprehensive self-evaluation of the board's overall effectiveness. The board then met in March 2022 to review the results of the evaluation and develop an action plan.

**For Consideration:**

An update on the status of the action plan items identified by the board is attached. The action plan includes items deferred from previous action plans.

**Action:**

This update is being provided for information and discussion only.

**COO Board Effectiveness Evaluation:  
2022 Action Plan Status March 2023**

In December 2021, all board members participated in a comprehensive self-evaluation of the board's overall effectiveness. The board then met in March 2022 to review the results of the evaluation and 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 2022 and the status of each item.

Action		Status	Progress (at March 2023)
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. The board approved a proposal from the Governance Committee to that effect in December 2022. Proposals on changes to the Finance Committee, will be explored in 2023.
2.	Additional training on the Code of Conduct <i>(Carried forward from 2021 Action Plan)</i> .	Complete	Training on the Code of Conduct took place as part of the orientation session held for board and committee members in January 2023.
3.	Training/information on the strategic planning process and how the process will work at the COO.	Complete	Board members participated in a two-day strategic planning session in June 2022 that included a full day speaker series on strategic planning and environmental factors that had the potential to impact the process.
4.	Explore additional training and mentorship for new board members	In progress	Additional training for new board/committee members on the virtual boardroom and submitting expense reports were held in February 2022. Work is in progress on formalizing a mentorship program for new board members.
5.	Training for all board members on diversity, equity and inclusion	Complete	DEI training on Indigenous cultural safety and humility was included in the orientation session held in January 2023.
6.	Explore a reduction in overlap between board and committees	Complete	Updates to the committee composition requirements were approved by the board in December 2022.
7.	Explore sunseting electoral districts	In progress	In 2022 the board prioritized exploring a reduction in overlap between the board and committees. The Governance Committee will be exploring further reforms in 2023 and bringing forward

Action		Status	Progress (at March 2023)
			proposals to the board once sufficient information has been gathered and analyzed.
8.	Explore sunseting one professional board seat	In progress	In 2022 the board prioritized exploring a reduction in overlap between the board and committees. The Governance Committee will be exploring further reforms in 2023 and bringing forward proposals to the board once sufficient information has been gathered and analyzed.
9.	Conduct environmental scan of how other regulatory bodies are dealing with the COVID-19 pandemic	Complete	RHPA and NACOR colleges were included in the environmental scan that was carried out in Spring 2022 in anticipation of the June strategic planning meetings. Regulators were asked to comment on challenges affecting them and their operations over the last several years (such as the pandemic).