

MINUTES



ACAO COUNCIL MEETING

Date: January 11, 2021
Time: 9:00 a.m. – 1300 p.m.
Location: Zoom Videoconference

Attendance: Margaret Cayenne Christina Logee Sandra Blanchette Gene Kerns
 Udo Hanebaum Dean Thompson Ted Murdoch Lana Bentley
 Wanda Lupul Jennifer Bertrand Julie Therou Zechel Kristie Murray

Sent Regrets: Janet Sochatsky

CALL TO ORDER AND RELATED BUSINESS

Meeting called to order at 9:07 a.m.

1.1 Pillars and Introduction

Introduction and land acknowledgement were recognized.

1.2 Approval of Agenda

Motion 1.0 To approve the January 11, 2021 Council meeting agenda. Moved by: Dean Thompson. Seconded by: Sandra Blanchette. Carried.

1.3 Approval of Meeting Minutes

Motion 2.0 To approve the September 26-27, 2020 Council Meeting Minutes. Moved by: Sandra Blanchette. Seconded by: Ted Murdoch. Carried.

Motion 3.0 To approve the Council Meeting e-vote of December 1, 2020 regarding Professional Liability Insurance program for opticians. Moved by: Christina Logee. Seconded by: Dean Thompson. Carried.

1.4 Conflict of Interest

No conflicts were declared.

1.5 Action Item Tracking List

The action item tracking list was reviewed which noted items that were still in progress for Council and committees including volunteer project and harmonization of stakeholder policies.

STRATEGIC BUSINESS

2.1 President Report

The President reviewed their written report with the Council. No questions were posed.

2.2 Executive Director and Registrar Report

Executive Director and Registrar Report was presented. Highlights included:

- Increase in revenues was confirmed for 2021 based on the initial conservative amount that was budgeted.
- Renewals are in excess of the 2020 renewal numbers with 2021 numbers at 1114 registrants. Non-practicing registration are on par with 2020 registrations.

The Deputy Registrar presented the complaint briefing and gave some background on the Facilitated Resolution Agreement that was applied to the complaint which was preferable to holding a full hearing and the costs incurred.

2.3 Committee Reports - Governance

a) Governance Committee Report

The Chair of the Governance committee reviewed their written report and presented the draft Council Governing Policies. The document is a harmonized version of appendix II and III of the Governance Policies (2012) which contained duplicate content and includes a section on the Executive Limitations within the new document.

Motion 4.0 That the draft Governance policies be approved. Moved by: Udo Hanebaum. Seconded by: Ted Murdoch. Carried.

2.4 Bill 30 and Bill 46 Review

The briefing was reviewed with Council which noted the request from government to reduce the number of regulated members (5) on Council and that 50% of the Council be comprised of Public Members (5) to be implemented by April 2021.

a) Council Composition and Election Process Roundtable Discussion

Council Member Preferred Option	Comments:
Option three	The Council holds an internal vote to select the current Council members who will fill the five optician positions. Expressed that they were okay to bow out of being on Council to allow someone to stay on Council.
In order of preference: option 2, 1, 3.	Holding an election is good for member engagement to give members some participation in their election process.
Option five.	Membership should have a vote on who they would want to be on Council. Option 5 would be best suited to achieve this but first need to establish who is going to stay with the college and the association.
Option five.	Members should have a say who their representatives are.
Option five.	Need to allow members to have an election and hopes those that don't get back on Council will be part of the legacy transfer.
Option five.	Term is up and will have to leave but prefers a voluntary withdrawal and then utilize option 5. Holding a proper election will allow for more representation.
	We have a large amount of work in 2021, having a big turnover and adding five new Public Members, and new Council members which could potentially create an entirely new Council. This could set up Council for a very unproductive year. Supports member input and transparency however there is worry that we will have a new Council.
	Hold regular election for the general membership, and then decide who wants to stay with the college or the association. This would be done via appointment.

Ted Murdoch announced that he would be stepping down as a member of Council and Chair of the Association Committee but would be interested in staying as a Member at Large. Dean Thompson will lead the association task force and chair the Association committee.

It was noted that it was important to keep some of the experience on Council and so we only put the four positions up for election for 2021 (Janet Sochatsky, Udo Hanebaum, Gene Kerns, Ted Murdoch). This would be a modified version of option five and only the current positions would be up for re-election.

An anonymous poll was conducted to determine who presently on Council wanted to remain on Council

and if they preferred to stay with the college or the association. (80% stay, 75% college, 25% association)

Motion 5.0 That Council select option five which is amended as follows, to hold an election for the four open positions and subsequently appoint members to the college council and association council subject to pursuing development of an association. Moved by: Gene Kerns. Seconded by: Udo Hanebaum. Carried.

It was noted that we be cognizant of how Council handles the appointment process so that we ensure individual choice is preserved and that it be taken into consideration as a group.

b) Composition Matrix and Nomination Process

➤ **Action:** Staff to seek legal opinion on whether we can implement the composition matrix for the current year 2021, as the bylaws have not yet been approved by the general membership.

Motion 6.0: That the Council approve the proposed changes to policy 2.4, the draft council composition matrix and the bylaw amendments subject to legal counsel confirming that the council may proceed with these changes prior to the AGM and the approval of the bylaws amendments from the general membership. Moved by: Udo Hanebaum. Seconded by: Sandra Blanchette. Carried.

c) Additional Bill 30 Considerations

It was noted that "in good standing" be made clear under section 7.07 of the draft bylaws, Removal from Council, Committees, and the Membership List.

Motion 7.0: That the Council approve the bylaw amendments as presented/amended for presentation at AGM and the proposed changes to policy 2.5 as presented. Moved by: Christina Logee. Seconded by: Udo Hanebaum. Carried.

d) College and Association Separation Plan Roundtable Discussion

Roundtable discussion took place on whether to have an association. The overall consensus was yes an association be established. Comments included:

- On a practical level we must have an association, but we also we need buy-in which is okay until you ask for funds. the financing will be the crux. Ask and survey the membership, how much would you pay for membership?
- Gives us strength in numbers.
- As long as we have the resources and the buy-in.
- We need it and we should ask the membership, but it also comes down to dollars.
- Communication will be critical. Is there value-add in being a member?
- There is value in having a professional association but what is the value added and the costs.

- How do we fund it? we will have 12 months to prepare once we bring it to the Minister such as staffing, costs, and then go to the membership and ask if they want an association which can be done during renewal for 2022.

If we survey members we need to be as clear and concise, but we need to open about what that entails, E.g. Will you pay \$250 to be part of this association?

Motion 8.0: That the Council approve the separation plan in principal and establish a task force to begin the research on starting an association. Moved by: Dean Thompson. Seconded by: Ted Murdoch. Abstentions (1). Carried.

- **Action:** Table the college name in bylaw review for approval at 2022 AGM, once we have a separation plan in motion.

2.5 Member Survey and Benchmarking

Key takeaways of the membership survey and benchmarking study comparison and recommendations were reviewed.

- **Action:** Staff to take the information from the member survey and benchmarking report and develop three strategies for the operational plan.

2.6 Strategic Plan

The intent is to do a check in every January to see if our strategic pillars still align with the work we will be doing. In doing a very cursory review of the plan it appears the pillars are still aligned with our work however they may want to redefine or expand on the definition.

- **Action:** Staff to follow up with Gene Kerns on his story about building relationships and working with the three O's perhaps for a future e-newsletter.

REGULATORY BUSINESS

3.1 Committee Reports - Regulatory

a) Quality Assurance Committee Report

The Chair of the Quality Assurance Committee provided a report to Council.

- **Action:** Staff to flag the Practice Audit program as an association program. It would not be punitive in any way, rather utilized as an education tool.
- **Action:** Staff to upload Practice Audit documents to the Quality Assurance basecamp for reference and inquire about processes from other regulatory colleges that conduct audits.

b) Registration Committee Report

The draft Registration and Renewal policies were reviewed.

Motion 9.0: That the draft Registration and Renewal policies be approved. Moved by: Dean Thompson. Seconded by: Ted Murdoch. Carried.

3.2 Register Changes

- **Action:** License #1540 is listed twice and requires amendment.
- **Action:** Staff to follow-up on any possible legislation limitations before adding a column to register changes under suspensions indicating members that have retired and/or left the province.

Motion 10.0: To accept the register changes as amended. Moved by: Christina Logee. Seconded by: Ted Murdoch. Abstentions (1). Carried.

ASSOCIATION BUSINESS

4.1 Committee Reports - Association

a) Association Committee Report

The Chair of the Association committee presented the committee report. No questions were posed.

b) Education Committee Report

The Chair of the Education committee presented the committee report. Some discussion took place regarding the current website and separate the website into college and association.

4.2 Request from SAIT

Shay Gornshtein reached out in October 2020 in the hopes of building a bridging program for single licenses opticians and whether we would provide a letter of support for the program. He also inquired about collaborating in sending out a survey with our members about interest in the SAIT program.

Motion 11.0: To approve request from SAIT to provide a letter of support for the bridging program and for the disbursement of a survey to all registered opticians.
Moved by: Christina Logee. Seconded by: Dean Thompson. Carried.

Adjourned 2:28 pm

Respectfully Submitted,

Kristie Murray