

# MINUTES

## ACAO COUNCIL MEETING

**Date:** October 23, 2021

**Time:** 12:00 p.m.- 4:00 p.m.

**Location:** Zoom

### **Attendance:**

Margaret Cayenne (President)	Christina Logee (Vice-President)	Dr. Todd Bolokoski
Stacey Dube	Assad Choudhry	Sandra Blanchette
Olatunde Olatona	Chinedu Ogbonna	Jennifer Bertrand (Registrar)

### **1.1 Pillars and Land Acknowledgment**

Meeting called to order at 12:02 p.m.

### **1.2 Approval of Agenda**

**Motion 1.0:** That the agenda for the October 23, 2021 Council meeting agenda be approved with additions. Moved by: Sandra Blanchette. Seconded by: Christina Logee. Carried.

### **1.3 Approval of Meeting Minutes**

**Motion 2.0:** That the minutes for the June 14, 2021 Council meeting be approved. Moved by: Chinedu Ogbonna. Seconded by: Assad Choudhry. Carried.

### **1.4 Conflict of Interest**

No conflicts were declared.

### **1.5 Action Item Tracking List**

Item tracking list was reviewed.

### **2.1 Unified Licensure and Refracting**

Fazal Khan, Registrar of the College of Opticians of Ontario and Lisa Bannerman, Registrar of the College of Opticians of British Columbia joined the meeting for a presentation on unified licensure in Ontario and refracting in British Columbia.

Regarding dual licensure, suggestions were made that it was important to look at the demographics of the region (Alberta) and demographics of the students entering the NAIT and SAIT programs to

determine what is driving low registration for the contact lens program at NAIT.

## 2.2 Register Changes

**Motion 3.0:** That the Register Changes be approved as presented. Moved by: Sandra Blanchette.  
Seconded by: Christina Logee. Carried.

## 3.1 President Report

The President provided a report to Council. No questions were posed.

## 3.2 Registrar and Executive Director Report

The Registrar and Executive Director presented the third quarter report to Council. The report included:

- Overview of the budget and YTD
- Registration statistics
- Communication efforts
- Complaints and inquiries update.
- Operational plan update
- Organizational assessment update
- Executive Director activity update
- Privacy Management Program Gap Analysis

## 3.3 Committee Reports

### *a) Governance*

The committee presented information for approval by Council that included the Council Self-Assessment Policy approval, 2022 Governance Strategy and the College of Opticians of Alberta revised Mission, Vision, Values and Strategic Objectives.

**Motion 4.0:** That the Policy 2.24 of the Council Governance Policies – Council Self-Assessment be approved. Moved by: Christina Logee. Seconded by: Olatunde Olatona. Carried.

**Motion 5.0:** That the 2022 Governance Strategy be approved. Moved by: Seconded by: Olatunde Olatona. Seconded by: Stacey Dube. Carried.

**Motion 6.0** That the revisions for the 2022 COA Vision, Mission, Values and Strategic Objectives be approved in the interim to 2023 upon the completion and approval of the College of Opticians of Alberta's 2023 Strategic Plan.

### *b) Continuing Competence*

The Chair of the committee provided an update to Council. No questions were posed.

*c) Registration*

Concerns regarding the systems in place for inspecting and replacing equipment for the national exams were discussed.

- **Action Item:** Add to the NACOR exam checklist illumination/room lighting for the contact lens exam manual keratometry portion.

**Adjournment**

Council went in-camera and the meeting adjourned at 3:40 p.m.

# MINUTES



## ACAO COUNCIL MEETING

**Date:** October 24, 2021

**Time:** 9:00 a.m.- 3:00 p.m.

**Location:** Zoom

### Attendance:

Margaret Cayenne (President)	Christina Logee (Vice-President)	Dr. Todd Bolokoski
Stacey Dube	Assad Choudhry	Sandra Blanchette
Olatunde Olatona	Chinedu Ogbonna	Jennifer Bertrand (Registrar)

### 1.1 Welcome and Land Acknowledgment

Meeting was called to order at 9:06 a.m.

### 1.2 Approval of Agenda

Add 3.5 -online dispensing and insurance companies.

**Motion 1.0:** To approve the amended October 24, 2021 agenda. Moved by: Stacey Dube. Seconded by: Assad Choudhry. Carried.

### 1.3 Conflict of Interest

Potential of a conflict of interest was raised concerning that Alberta OAC Representative's ability to vote on the motion for dissolution of the association. Determination was made that a vote could be case by the representative and that any vote of Council is to be done with the understanding that votes are held from the perspective of a Council member in the interest of the ACAO.

### 2.1 Update and Discussion on Scope Expansion

Natalie Sigalet of Hill + Knowlton provided an update on the Scope Expansion. It was noted that the ACAO steps back or changes its approach, the Government may not consider our request if submitted again. Revised regulations are approved and awaiting legislation and all consultations have been completed, so no further resources are required at this time.

Consensus from Council was to stay the course as is and if not approved within a reasonable timeframe established by Council.

### 3.1 Bill 46 – Review Changes

The Bill 46 changes affecting the ACAO was reviewed with Council.

### 3.2 Bill 46 COA Committee Structure

The proposed COA committee structure was reviewed. The revisions include further streamlining of the committees to combine the Governance and Finance and Audit Committees, and Registration and Competence Committees to reduce the workload and resources required. The terms of reference will be review and finalized by each committee for ratification by Council.

Sandra Blanchette will Chair the Governance Committees and Christina Logee will Chair the Regulatory Committees.

**Motion 2.0:** That the revised COA Committee Structure be approved. Moved by: Sandra Blanchette. Seconded by: Chinedu Ogbonna. Carried.

### 3.3 Bill 46 – Separation and Association Development Briefing

The separation briefing was reviewed. Legal opinion was sought and dissolving the association was recommended to protect the assets of the COA and to follow the guidelines provided by the Government. Dissolution does not deter the steering committee from starting a new association.

- **Action Item:** Send the original letter to the Association Steering committee and include a request for a budget, remove the financial piece to be following by a meeting with the committee and the Executive Director and Registrar.
- **Action Item:** Change the consultation to a notification of dissolution and send via Mailchimp to all members and track analytics.
- **Action Item:** The following motions be deferred to the January 2022 Council meeting:
  - That the Council respond to the Association Development Steering Committee’s 14 June 2021 request for additional funding by reiterating the offer of \$179,259.87 and the analysis supporting this funding offer.
  - That the Council accept the 1 September 2021 letter from the Association Development Steering Committee regarding development of a new association and request a detailed budget prior to the release of approved funding.

**Motion 3.0:** That the ACAO proceed with dissolution of the existing registration of the Alberta Opticians Association under the Societies Act including notification with the ACAO membership, filing of the necessary documentation with Corporate Registries, and notification to the Association Development Steering Committee. That the ACAO proceed with transferring the land title of the office condominium to the College of Opticians of Alberta. Moved by: Assad Choudhry. Seconded by: Olatunde Olatona. Carried.

### 3.4 Online Ordering

There were some concerns with Sunlife Insurance and their involvement with the promotion of

unregulated online eyeglass/contact lens providers.

- **Action Item:** Develop and work towards an awareness plan for insurance companies regarding unregulated online dispensing:
  - Update the Standards of Practice and the Public Relations Strategy to address the issue
  - Request that NACOR bring to the national table for discussion
  - Include collaboration with the optometrists and ophthalmologists in ACAO strategy
  - Insurance company outreach

### **Adjournment**

Council moved to an in-camera session. Meeting adjourned at 1:02 p.m.

*Respectfully Submitted,*

*Kristie Murray*

*Recording Secretary*