



Council Meeting Draft Agenda

Date: September 26, 2023 Time: 1:00 p.m. Location: In person and online

Please join the meeting in person or remotely from your computer, tablet or smartphone.

MEETING LOCATION (for those attending in person)

College of Optometrists of Ontario

[65 St. Clair Ave. E.](#), Suite 900

Toronto, ON M4T 2Y3

LOGIN INFORMATION (for those attending remotely)

Join Zoom Meeting

<https://us02web.zoom.us/j/89458094168?pwd=RkJ6Mnp6cW9zenVmR1JqamtmRERzUT09>

Meeting ID: 894 5809 4168

Passcode: 897183



AGENDA

Time	Discussion Item	Presenter/ Speaker	Document Included	Action	
Please complete the online Conflict of Interest Disclosure/Declaration Form prior to the meeting.					
1	1:00 pm	Call to order, roll call, welcome	J. Pereira	Yes	Information
2	1:02 pm	Introductions	J. Pereira	No	Information
3	1:04 pm	Conflict of interest declarations	J. Pereira	No	Decision
4	1:06 pm	Approval of agenda	J. Pereira	Yes	Decision
5	1:08 pm	Approval of minutes – June 26, 2023	J. Pereira	Yes	Decision
6	1:10 pm	<p>Action items from the June 26 meeting:</p> <ul style="list-style-type: none"> • Track the increase, if any, of resignations after the fee increase is implemented - ONGOING • Council Effectiveness Review Framework (CERF) - COMPLETED <ul style="list-style-type: none"> ○ ensure that multiple concepts are not covered in one question; ○ reword, “...seems like Council members are prepared for meetings...”; and ○ keep in key role of president and responsibilities. • Discuss next steps for the internal controls audit - COMPLETED • Add Heather Westaway to the Steering Committee – Strategic Planning - ONGOING • Changes to the Committee Slate - COMPLETED <ul style="list-style-type: none"> ○ Remove Bradley Markis’ name from Planning & Finance, Examination Appeals, Quality Assurance, and ICRC; ○ Highlight Victoria Nicholson’s name in green as Chair for the Governance and Nominations Committee; and ○ Planning and Finance – remove the red highlight from Benjamin Matthie’s name, and indicate that Chad McCleave as the Chair 			
7	1:11 pm	<p>Committee Reports</p> <ul style="list-style-type: none"> • ICRC • Registration • Quality Assurance • Governance and Nominations • Q4 Finance Report / Dashboard Report 	Committee Chairs	Yes	Information



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8	1: 15 pm	Directors & Officers Liability Insurance	C. McCleave	No	Information
9	1:30 pm	Registrar's Report	N. Leris	Yes	Information
10	1:40 pm	President's Report	J. Pereira	Yes	Information
11	1:45 pm	<ul style="list-style-type: none"> • Risk Management Training • Draft Risk Management Plan 2023/2024 • Draft Business Continuity and Disaster Preparedness Plan 	N. Leris	Yes	Information Decision Decision
	2:10 pm	Break			
12	2:25 pm	Workplace Violence & Safety Training	B. Fehst	No	Information
13	2:35 pm	Communications Update <ul style="list-style-type: none"> • Elections update • CKO 10th Anniversary Celebration • E-newsletter • Social Media • University presentations • Annual Report 	C. Li	No	Information
14	2:50 pm	<ul style="list-style-type: none"> • Election of Officers • Approval of Committee slate • Appointment of members-at-large 	N. Leris/ B. Fehst	Yes	Decision
	Time	Discussion Item	Presenter/ Speaker	Document Included	Action
ADJOURNMENT					

Next Meeting: Monday, December 4th, 2023