



College of Optometrists of Ontario

Council Meeting January 16 & 17, 2014 APPROVED

7 **January 16, 2014**

8
9 **Attendance:**

10 Dr. Dennis Ruskin, President	Dr. Thomas Noël, Vice President
11 Mr. Francis Christopher	Dr. Pooya Hemami, Treasurer
12 Ms. Irene Moore	Dr. Bill Chisholm
13 Mr. Ira Teich	Dr. Derek MacDonald
14 Ms Luisa Morrone	Dr. Patrick Quaid
15 Mr. Emad Hussain	Dr. Marlee Spafford
16 Mr. John Van Bastelaar	Dr. Areef Nurani
17 Mr. John Costen	Dr. Dino Mastronardi
18	Dr. Richard Kniaziew

19
20 **Regrets:** Mr. Craig Bridges

21
22 **Staff:** Dr. Paula Garshowitz Dr. David Wilkinson,
23 Ms. Hanan Jibry Ms. Mina Kavanagh
24 Ms. Agnes O'Donohue
25

26 **Council Orientation and Election of Officers and Executive Committee Members**

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28 On January 16, 2014, Council participated in a full day orientation program, followed
29 by the election of officers and the Executive Committee.

30 The orientation sessions were provided by Ms. Deanna Williams, former Registrar of
31 the College of Pharmacists and former supervisor of the College of Denturists, and Mr.
32 Richard Steinecke, health regulatory law specialist. The Council learned about
33 governance, including the role of Council members, Committee Chairs, staff and
34 volunteers, as well as how to identify conflicts of interest and how to make effective
35 decisions.

36
37 At 3:00 p.m., Dr. Ruskin called the Executive Committee elections to order. Councillors
38 interested in running for a position on Executive were asked to indicate their intention,
39 in writing, to the Registrar by 5:00 p.m. on January 15.

40 Dr. Garshowitz announced that the three College officers' positions, as well as the
41 three public member positions were acclaimed as only one councillor had indicated

42 their interest in each of these positions. Accordingly, the following Executive
43 Committee members were acclaimed:

44 Officers: Dr. Dennis Ruskin, President,
45 Dr. Thomas Noël, Vice-President,
46 Dr. Pooya Hemami, Treasurer
47

48 Public Members: Mr. Ira Teich,
49 Ms. Irene Moore
50 Mr. John Van Bastelaar.
51

52 Dr. Garshowitz, with the assistance of Dr. Ruskin, conducted the election for the
53 remaining professional member of Executive. The candidates were given a few
54 minutes to describe their platform to Council prior to voting. The results of the
55 elections were:

56 Professional member (at large): Dr. Areef Nurani
57

58 Dr. Ruskin congratulated the members of Council who were elected to the Executive
59 Committee.

60 The meeting was adjourned at 3:30 p.m.
61

62 **January 17, 2014**

63 **Council Meeting**
64

65 **Attendance:**

66 Dr. Dennis Ruskin, President	Dr. Thomas Noël, Vice President
67 Mr. Francis Christopher	Dr. Pooya Hemami, Treasurer
68 Ms. Irene Moore	Dr. Bill Chisholm
69 Mr. Ira Teich	Dr. Derek MacDonald
70 Ms Luisa Morrone	Dr. Patrick Quaid
71 Mr. Emad Hussain	Dr. Marlee Spafford
72 Mr. John Van Bastelaar	Dr. Areef Nurani
73 Mr. John Costen	Dr. Dino Mastronardi
74	Dr. Richard Kniaziew
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76 **Regrets:** Mr. Craig Bridges
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78 Staff: Dr. Paula Garshowitz	Dr. David Wilkinson,
79 Ms. Hanan Jibry	Ms. Mina Kavanagh
80 Ms. Agnes O'Donohue	Mr. Dave Whitton
81 Ms. April Hack	
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83 **Guests:** Ms. Andrea Belanger, Vision Council of Canada; Dr. Paul Chris, Vision Institute of
84 Canada; Dr. Paul Murphy, University of Waterloo School of Optometry and Vision
85 Science, Dr. Angela Yoon, Ontario Association of Optometrists, Ms. Geraldine
86 Venegas and Ms. Heather Robbins-Ballard, Office of the Fairness Commissioner.
87

88 **1. Call to Order:** Dr. Ruskin called the meeting to order at 9:00 a.m. Dr. Ruskin welcomed
89 everyone to the meeting.

90 **a. Conflicts of Interest:** Dr. Ruskin asked Council members if anyone had a conflict of
91 interest with any item on the day's agenda; there were no conflicts of interest
92 declared.
93

94 **2. Adoption of the Agenda:** A draft agenda was circulated before the meeting.
95 Moved by Ms. Moore and seconded by Mr. Van Bastelaar **to adopt the agenda.**

96 **Motion carried**

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98 **3. a. Approval of Minutes of the meeting of September 18, 2013:** The minutes of the
99 Council Meeting of September 18, 2013 were included in the briefing book.

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101

Lines 84-5 – “the only organization” should read “an organization”

102

Line 183 – “Drs. Noel and Kniaziew represented the College” should read “Drs.

103

Noël, Kniaziew and Garshowitz represented the College”

104

Line 188 – “has invited” should read “has been invited”

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The spelling of Dr. Noël's name should be consistent

106

Lines 219-20 – all organizations to which the College invited should be included

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Line 279 – “by 5 hours” should be changed to “by 5 or fewer hours”

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Line 280 – “(\$200) per file” should read “(\$200 per file)

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Line 302 – capital D in MacDonald

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Line 303 – change Ontario to Optometric

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Lines 312-3 – Dr. Spafford did not present the report; Dr. Murphy did

112

113 Moved by Ms. Moore and seconded by Mr. Van Bastelaar **to approve the minutes of the**
114 **September 18, 2013 meeting, as amended.**

115

Motion carried

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117 **b. Approval of the Minutes of the teleconference of November 21, 2013:** The minutes
118 of the Council Meeting of November 21, 2013 (via teleconference) were included in
119 the briefing book.

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121 Moved by Dr. Hemami and seconded by Mr. Christopher **to approve the minutes of the**
122 **November 21, 2013 meeting as circulated.**

123

Motion carried

124 **Action Item:** Staff will amend and file the minutes of the meetings of September 18, 2013
125 and November 21, 2013.

126
127 **4. Financial Matters/Treasurer’s Report.** College Treasurer, Dr. Hemami presented the
128 report. The College’s financial results through November 30, 2013 are better than
129 previously forecasted with an expected surplus. Council is required to approve the
130 auditor on an annual basis.

131
132 Moved by Dr. Hemami and seconded by Ms. Morrone **to appoint Radvany Jurina Cleary**
133 **Associates LLP Chartered Accountants as the College’s auditor for fiscal 2014.**

134 **Motion carried**

135 Council is required to annually authorize the Registrar to provide direction to the College’s
136 investment advisor.

137
138 Moved by Dr. Hemami and seconded by Ms. Moore **to authorize, by resolution, the Registrar**
139 **to provide directions to the College’s investment advisor.**

140 **Motion carried**

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142 Modifications made to the 2014 draft budget were included in the briefing book. Investment
143 strategies, membership fee increases and maintaining a balanced budget were discussed with
144 respect to the 2014 budget. A suggestion was made to revise the investment portfolio;
145 however, any changes must be in line with the College’s approved investment policy.

146
147 Moved by J. Costen and seconded by E. Hussain **to annually increase the membership fees by,**
148 **at a minimum, the previous years’ rate of inflation (CPI).**

149 Increasing membership fees annually by a small percentage, as allowed by the by-laws, instead
150 of a periodic 5% was suggested, but the College must consider the correlation between the
151 increase of membership and fees, inflation and the needs of the College to fulfill its mandate.
152 In order to maintain a budgetary balance, it was suggested that fees be adjusted as needed. If
153 the goal is to have a balanced budget, fees should be raised to resolve a deficit and decreased
154 to reduce a surplus to show financial responsibility.

155
156 **Amendment to the motion** made by Mr. Van Bastelaar and seconded by R. Kniaziew **to add**
157 **“consider increasing fees based on a policy developed for setting fees, including a review of**
158 **CPI”.**

159 **Amendment carried**

160 **1 opposed**

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162 **Final amended motion: To consider increasing fees annually based on a policy developed for**
163 **setting fees including a review of CPI”.**

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1 Abstention
Motion carried

Action Item: Staff, with the assistance of the Treasurer will develop a policy for setting and adjusting membership fees annually.

The Executive Committee proposed that the per diem rate, paid to professional members, be increased to \$750. This is to reflect the fact that it had not been reviewed since 2008 and to acknowledge additional time spent by Committee members to prepare for meetings.

In addition to the proposed increase in the per diem amount for professional members, Council considered compensating committee members for preparation time, in comparison to other regulatory bodies. Committees such as ICRC and Quality Assurance require the committee members to review extensive briefing materials prior to the meetings. In order to determine how to administer a per diem for “prep time”, Council suggested a policy be made addressing honoraria and guidelines for claiming preparation time amounts.

Moved by Mr. Van Bastelaar and seconded by Mr. Teich **that Council develop a policy regarding preparation time.**

Motion carried

Action Item: Staff to develop a policy related to preparation time for the next Council meeting.

Moved by Dr. Hemami and seconded by Mr. Van Bastelaar **to approve an increase in the per diem amount paid to professional members to \$750 per day for attendance at Council or Committee meetings.**

4 Opposed
2 Abstentions
Motion carried

Council discussed the revised budget, taking into account the above approved increase to per diems. Adjustments were made to reflect changes in the renovation budget as well.

Moved by P. Hemami and seconded by R. Kniaziew to **approve the 2014 budget.**

1 Abstention
Motion carried

5. Registrar’s Report: The Registrar reported that renovations are progressing at the new location and the moving date is set for February 22nd. A contract has been signed for the new database system and the migration of information is expected to begin in the second quarter with implementation in the third quarter. The annual renewal period was successful as it was completed electronically by almost all members. Recent staff changes have occurred at the

206 College with the two administrative assistants leaving and the addition of a Communications
207 Coordinator, Mr. Dave Whitton. Staff participated in various meetings and networking
208 opportunities such as CLEAR and CNAAR. Dr. Garshowitz was invited to speak at the White
209 Coat Ceremony at the University of Waterloo School of Optometry and Vision Science.

210

211 **6. Committee Reports**

212 **a. Executive:** A report was circulated prior to the meeting. The Committee is
213 monitoring the progress of the database, evaluating exam and the relocation
214 projects. With recent participation in the Northern Society of Optometrists, Vision
215 Institute Annual Fall Conference and Trade Show, efforts will be made to improve
216 and promote involvement in the profession and the community. With the current
217 strategic plan approaching its 5th year in 2015, Executive proposes to develop a
218 revised plan in 2014 for implementation in 2015.

219

220 The new proposed statutory and ad hoc committee compositions for 2014 were
221 presented by Dr. Garshowitz.

222

223 Moved by D. Ruskin and seconded by T. Noel to **approve the proposed members of College**
224 **Committees as presented.**

225 When asked about the rationale behind committee composition, Dr. Ruskin
226 explained that the College promotes new volunteers who can contribute new ideas
227 that complement established committee members in order to determine the right
228 fit.

229

Motion carried

230 Council was presented with the names of proposed Committee Chairs for 2014.

231

232 Moved by Dr. Ruskin and seconded by Dr. Quaid to **approve the proposed Committee Chairs.**

233

Motion carried

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235 **b. Registration:** A report was circulated prior to the meeting. The Committee, along
236 with College staff, met with CEHPEA to discuss the development of the evaluating
237 exam and have now signed a contract. The Committee has currently been
238 addressing applicant appeals for registration. With the scarce availability of drug
239 prescribing (TPA) courses, the Committee is proposing that all members, who wish
240 to do so, be certified to prescribe drugs by January 1, 2016. There were concerns
241 raised regarding the College's acceptance of members who chose not to be certified
242 and the interest of the public. It was explained that optometrists, who are not
243 authorized to prescribe drugs, will continue to diagnose conditions and refer to
244 another health care provider who has the ability to prescribe treatment. Another
245 concern surrounded the types of documents members can submit as proof of drug
246 authority. The College requires notarized proof from another North American

247 optometry regulator indicating that an optometrist is currently or was previously
248 registered in his/her jurisdiction and had the authority to prescribe drugs in that
249 jurisdiction. It was explained that by providing a deadline, a definitive answer is
250 needed to move forward and the public should know officially who is authorized. It
251 was noted that the membership had been given more than eight years to meet the
252 TPA requirements.

253
254 Moved by Dr. Kniaziew and seconded by Dr. Noël **to set a deadline of January 1,**
255 **2016 for members to become TPA certified (authorized to prescribe drugs).**

256 **1 Opposed**
257 **1 Abstention**
258 **Motion Carried**
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260 The entry to practice exam discussion will be brought back to the April 7, 2014
261 Council meeting. There was discussion about the credential assessment process. It
262 was suggested that statistical data be collected and organized showing the process.
263

264 **c. Fitness to Practice:** This Committee has not met since the last Council meeting and
265 has no activity to report.

266
267 **d. Discipline:** A report was circulated prior to the meeting. A hearing will take place on
268 Friday, January 24, 2014 in the matter of Dr. Andrew Mah. Dr. MacDonald reminded
269 all Council members appointed to the Discipline Committee of their obligations
270 when appointed to a panel.
271

272 **e. Optometry Review:** A report was circulated prior to the meeting; there has been no
273 activity for the Committee since the last Council meeting. Dr. Garshowitz advised
274 Council that Dr. Greg Simpson has retired from practice and the committee.
275 Recognition was given for his dedication and contributions as committee member
276 and more recently as Chair of the committee.
277

278 **f. Patient Relations:** A report was circulated prior to the meeting. The College recently
279 posted the e-learning module *Pause Before You Post: Social Media Awareness for*
280 *Regulated Healthcare Professionals* on its website. Due to a recent change in the
281 RHPA, Council was asked to consider directing PRC to propose a regulation that
282 would provide an exemption for optometrists to treat their spouses and the
283 conditions under which that may occur.
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285 Moved by Dr. Noël and seconded by Mr. Christopher **to direct PRC to propose a regulation to**
286 **allow an exemption for optometrists to treat their spouses.**
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288 The Ministry has asked that Colleges wishing to propose regulations for such an
289 exemption, to provide guidelines that describe the circumstances under which this
290 would be allowed.

291
292 **Amendment:** Moved by Mr. Van Bastelaar and seconded by Dr. Noël to include “and
293 **guidelines” to the motion.**

294 **Amendment carried**

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296 **Final amended motion: To direct PRC to propose a regulation and guidelines to allow an**
297 **exemption for optometrists to treat their spouses.**

298 **Motion carried**

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300 **g. Quality Assurance:**
- 301 i. **Quality Assurance Panel:** A report was circulated prior to the meeting. The
302 Committee would like to propose a maximum of ocular health related continuing
303 education (CE) credits, in a given CE cycle, to encourage more diversity in
304 educational activities by members. A recommendation toward more diverse
305 education will be communicated to CE providers.
306
 - 307 ii. **Clinical Practice Panel:** A report was circulated prior to the meeting. Five
308 revised OPR documents were submitted for approval. Proposed changes are
309 related to language. It was agreed to return the documents to the Committee
310 for further work, which will be presented at the next Council meeting. In the
311 interest of time, all feedback should be emailed to Dr. MacDonald.
312
- 313 **h. Inquiries Complaints and Reports Committee:** A report was circulated prior to
314 the meeting.
315
- 316 i. **Communications Committee:** A verbal report was provided to Council. The new
317 College logo has been established along with branding. Logo printing has been
318 delayed due to the College relocation and database/website changes. The
319 College’s new Communications Coordinator, Mr. Dave Whitton, will be working
320 with the Committee on a standards manual. A recognition and merit program
321 will be reviewed and brought forward to the next Council meeting.
322

323 **7. Other Reports**

- 324 a. **University of Waterloo School of Optometry and Vision Science (WOVS):** A report
325 was circulated prior to the meeting. Dr. Paul Murphy, School Director, was in
326 attendance and provided information regarding new faculty and projects and
327 priorities at the School.
328
- 329 b. **EHCO:** A report was circulated prior to the meeting. EHCO is currently reviewing
330 various treatment plans concerning retinal conditions with the Ministry of Health

331 and Long-Term Care. Dr. MacDonald is participating in the development of AMD
332 guidelines with a draft to be presented at the February 11th EHCO meeting. It was
333 reported that eye physicians and surgeons in British Columbia are requesting EHCO's
334 guidelines to use as a model, in order to establish a similar type of collaborative
335 group in BC.

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337 **IN-CAMERA SESSION**

338 Moved by Dr. Kniaziew and seconded by Mr. Christopher **to have Council go *in camera*.**

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Motion carried.

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358 Moved by Dr. Kniaziew and seconded by Dr. Hemami **to exit *in camera* session.**

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Motion carried

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361 **8. Legislation Update**

362 **a. Professional Misconduct/Conflict of Interest Regulation:** An update on the status
363 of this regulation was provided.

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365 **b. Designated Drugs and Standards of Practice Regulation:** An update on the status of
366 this regulation was provided.

367

368 **c. Quality Assurance Regulation:** The Quality Assurance Committee is currently
369 working with legal to propose changes to bring the regulation into compliance with
370 the RHPA and to provide more flexibility to the Committee when assessing if a
371 member meets the standard of practice. Any proposed changes will be presented at
372 the next Council meeting, circulated for stakeholder response, and then submitted
373 to the Ministry.

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Representatives from eHealth Ontario joined the meeting

9. Presentation by eHealth Ontario: Mr. Robert Wyllie, Director of Data Management for eHealth Ontario gave a presentation to Council entitled “Cornerstone Information Systems and Physicians” where Council members asked questions and gained information on the progress of this initiative.

Representatives from eHealth Ontario left the meeting.

10. Strategic Plan: It was proposed to develop a plan in 2014 for implementation in 2015. Further discussions will be held at the Executive Committee level and presented to Council at its next meeting.

11. Dates of upcoming Council meetings: The next Council meeting has been scheduled for Monday, April 7 2014 at the new College location at 65 St. Clair Ave. East. The following meeting is set for Friday, June 6.

12. Adjournment: Moved by Dr. Nurani and seconded by Mr. Hussain **to adjourn the meeting at 3:30 p.m.**

Motion carried.