



# COLLEGE OF OPTOMETRISTS OF BC

Board Meeting Minutes, December 8, 2014  
Approved March 23, 2015

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## 1. CALL TO ORDER AND INTRODUCTIONS (9:00am)

### Members present:

- Dr. Dale Dergousoff, Chair
- Mr. David MacPherson, Vice Chair
- Dr. Roger Gafur
- Dr. Manbir Randhawa
- Dr. Sally Donaldson
- Dr. Joan Hansen
- Dr. Gerald Komarnicky
- Ms. Barbara Buchanan

### Staff present:

- Dr. Robin Simpson, Registrar
- Stanka Jovicevic, CAO/Assistant to the Registrar

### Regrets:

- Ms. Tina Dion

Dr. Dergousoff, Chair called the meeting to order at 9:00am. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business. This meeting was conducted in accordance with Robert's Rules, pursuant to Bylaw 26. Special rules were adopted that limit discussion to 3 minutes per person during the first round of debate and to 2 minutes per person during the second round.

The duty of the College is to be fair, objective, unbiased and transparent in all of our considerations. We make policies to serve the regulatory functions of the College and act in the public interest. The Board works in a courteous spirit and the majority prevails; we speak with one voice and all discussions are directed towards the Chair.

## 2. ADOPTION OF AGENDA

2.1. It was moved, seconded and carried that the Agenda is approved as presented

As the Agenda involves personnel matters, it was moved and carried that the Board goes in private session, in accordance with Bylaws, s. 15.7(c).

On resuming open session, it was noted that the Board approved the Human Resources Advisory Group completes its Registrar Performance Review process and meet with the Registrar on December 15, 2014.

## 3. APPROVAL OF MINUTES

3.1 It was moved and carried that the Board approves the September 22, 2014 minutes as circulated.

3.2 It was moved and carried that the Board approves the September 22, 2014 meeting in private minutes as circulated.

3.3 It was moved and carried that the Board approves the October 1, 2014 conference call minutes as circulated.

3.4 It was moved and carried that the Board approves the October 1, 2014 conference call minutes in private as circulated.



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## 4. CORRESPONDENCE RECEIVED

It was moved and carried that the Board adopts Correspondence Received as follows:

- 4.1 To be addressed by the Registrar
- 4.2 No further action
- 4.3 No further action

## 5. REPORTS

It was moved and carried that the Board accepts reports 5.1, 5.3, 5.4 and 5.5 as circulated and 5.2 as presented.

## 6. FINANCIAL REVIEW

- 6.1 It was moved and carried that the Board approves the Balance Sheet as presented.
- 6.2 It was moved and carried that the Board approves the Income Statement as presented.
- 6.3 It was moved and carried that the Board tables the proposed budget for 2015 to the next meeting.  
**Action item:** Registrar to schedule conference call regarding the proposed budget.
- 6.4 It was moved and carried that the Board approves \$100,000 from reserved fund to be applied to the mortgage on 906 – 938 Howe Street.

## 7. UNFINISHED BUSINESS

- 7.1 OE tracker - ongoing
- 7.2 Communication project -ongoing
- 7.3 It was moved and carried that the Board approves the Strategic Plan 2012-2015 Executive Summary as circulated.
- 7.4 Unauthorized practice of optometry - ongoing

## 8. NEW BUSINESS

- 8.1 Pursuant to Bylaw 36(1), it is resolved that the Board appoints SmytheRatcliffe Chartered Accountants to be the auditor.
- 8.2 It was moved and carried that the Board approves, that effective January 1, 2015, only written notes taken during a meeting shall be considered in preparing the minutes.
- 8.3 It was moved and carried that the Board approves the amendment to the policies to include the following within the Standards of Practice, Part 1, *Certificate of Registration* In accordance with Bylaw 116 (1) (c),
  - a. A place of practice must prominently display the name and certificate of registration of every Registrant who practices there. It must not display the name or certificate of registration of any Registrant who does not personally practice there.
  - b. If a Registrant practices at more than one place of practice, the Registrant must obtain from the College a certificate for each location. A photocopy is not acceptable.
- 8.4 It was moved and carried that the Board approves the proposed FORAC bylaws as presented.
- 8.4.1 It was moved and carried that the Board approves the Registrar as a designated delegate to FORAC in accordance with section 2.1.4 of the FORAC bylaws.
- 8.4.2 It was moved and carried that the Board elects the Registrar to sit on the board of directors of FORAC in accordance with section 4.1 of the FORAC bylaws.
- 8.5 Pursuant to Bylaw 21(1), it is resolved that no changes be made to Committee membership. It was moved and carried that the Board establishes a Human Resources Advisory Group and designates its members, Mr. D. MacPherson, Dr. J. Hansen, Dr. R. Gafur, Dr. D. Dergousoff.



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- 8.6 It was moved and carried that pursuant to the Bylaw 139, the Board approves the request made by the registrant to reimburse the 2015 registration renewal fee.
  - 8.7 It was moved that pursuant to the Bylaw 139, the Board waives the late renewal fee assessed, based on the compassionate grounds. Motion failed
  - 8.8 It was moved and carried that the Board extends the meeting till 4:15pm, to complete the business.
- 9. NEXT MEETING**  
The College Board has been scheduled to meet March 23, 2015.
- 10. ADJOURNMENT**  
There being no further business, the meeting concluded at 4:04pm.