

# REPORT

**TO:** Council

**FROM:** Fazal Khan, Registrar, CEO

**DATE:** October 7, 2019

**SUBJECT:** 10.1 Registrar's Report

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## Highlights

- Public Member appointments
- Staffing Update
- Project Updates
  - Construction
  - Website
  - Public Register
  - QA Portal
  - QA Billing
- External Relations
  - Communications initiatives
  - Collaboration with Optometry
  - External Events
- Discussion with Ministry of Health
- Elections

## Public Member Appointments

Administration continues to stay in close contact with the Public Secretariat's office. Recent changes include:

- Mr. Stephen Kinsella was appointed as of June 21, 2019, for a period of three months. He was then permanently appointed for a three-year term as of September 21, 2019.
- Mr. Jack Zwicker has been appointed as of September 13, 2019 for a one-year term.
- Mr. David Milne's appointment has expired as of September 28, 2019. We thank David for his hard work and commitment to the College since 2010.

We continue to monitor the status of Mr. Gordon White's appointment.

## Staffing Updates

The spring and summer have been a busy period of staffing adjustments. Changes include:

*In-house Legal Counsel:* Ms. Michelle Kushnir has moved on to pursue new challenges. Ms. Amy Stein has moved back into this role as she had covered this position previously for a maternity leave.

*Manager of Conduct/ICR:* With Amy's move to In-House Legal Counsel, the role of Manager of Conduct will now be filled by Mr. Daniël Jansen. Daniël comes from a regulatory background and has many years of experience conducting regulatory health profession investigations.

*Manager of Registration:* Ms. Anna Jeremian joins the team bringing years of experience as a manager of registration from another regulator. She is well versed with the data management platform used by our college and we look forward to her experience.

*Senior Coordinator of Registration:* Ms. Patricia Rego joins us in the newly created position of senior coordinator to assist the manager in moving registration projects forward and to assist with the extra workload as we have now consolidated the registration committee with the registration department.

*Manager of Quality Assurance:* With the departure of Ms. Laura Briard, Ms. Peggy Dreyer joins the team as Manager of Quality Assurance and Practice Advisor.

*Summer Students:* Two extra summer students were hired this year to assist with special projects arising from the strategic plan and to assist with the additional workload in the quality assurance department.

## Project Updates

*Bathrooms:* The men's and women's bathrooms are essentially complete with minor details being finished in the coming week.

*Website:* The College's refreshed website is undergoing final refinements and we hope to launch the site in the fall of 2019.

*Public Register:* Minor refinements were made to the public register to ensure that important information is clearly identifiable to the public including issues of conduct and

restrictions regarding members. Functionality has now been built to accommodate registrant requests to clarify the reason for suspending their certificates of registration including, maternity leave, leave of absence, medical leave, out of province. This will address concerns raised by registrants who chose not to renew their certificate but were then listed as suspended with no qualification as to the reason.

*Quality Assurance Portal:* The QA Portal for registrants to upload CE certificates is well under way and on track for a fall 2019 launch. Phase I will allow members to choose from a menu of pre-populated accredited CE activities and upload proof of attendance.

*QA Billing:* The new QA Manager initiated a project to automate the billing and collection of fees associated with late or deficient portfolio charges. Once launched this summer, the automated process will be more secure for payment and will save hours of staff time.

## External Relations

### *Communications*

See separate Communications Report

### *Collaboration with Optometry*

The College of Optometrists welcomed Ms. Maureen Boon, formerly from the College of Physicians and Surgeons. We have had an opportunity to meet with Ms. Boon and were assured of continued commitment to collaboration.

The College met with the new CEO of the Ontario Optometrists Association, Mr. Justin Brown, as part of our strategy to maintain strong relations with all stakeholders.

## External Events

- September 22, 2019 - OOA Symposium Ottawa. The College will be attending the Ontario Opticians Association continuing education symposium where we will have a booth and a lecture spot.
- October 20, 2019 - OOA Symposium Toronto. The College will be attending the Ontario Opticians Association continuing education symposium where we will have a booth and a lecture spot.
- October 20, 2019 - Fall NACOR Exam Session.
- October 27, 2019 - AOE Optifair Toronto. The College will be attending the Academy of Ophthalmic Education's Continuing Education event. Once again, we will have a booth and a lecture spot.

- October 28 - 29, 2019 CNAR - Canadian Network of Agencies for Regulations Meeting
- October 31 - November 1, 2019 - National Meetings

### **Discussion with Ministry of Health**

The College had a telephone discussion with Allison Henry of the Ministry of Health to provide updates on our various initiatives.

### **Elections**

The call for nominations for District 4 (Western), District 6 (All of Ontario), and District 7 (Central Western) went out on August 7, 2019. The nominations window is now closed, and elections will be held November 6th for all three districts as follow:

Candidates in District 4, Western:

John Battaglia  
Mike Smart

Candidates in District 6, Contact Lens Mentor, all of Ontario:

Ms. Amber Fournier  
Ms. Tapiwa Musewe  
Mr. Robert Vezina

District 7, Central Western:

Samir Modhera  
Cathy Beaulieu

### **Submitted by:**

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Registrar, CEO