

# BRIEFING NOTE

**TO:** Board

**FROM:** Amy Stein, Deputy Registrar

**DATE:** December 4, 2023

**SUBJECT:** 2024 Board Strategic Agenda/Workplan

For Decision

For Information

Monitoring Report

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**Purpose:**

To approve the Board's Strategic Agenda/Workplan for 2024.

**Background:**

As set out in the Board Strategic Agenda and Workplan Policy (4-40), the Board is being presented with a proposed workplan for the 2024 calendar year. The purpose of the workplan is to ensure that the Board is held accountable for meeting its strategic objectives in the upcoming Board cycle.

The workplan is meant to be recorded such that each board member can transparently see at a glance the Board work plan for the whole year. Specific board meeting agendas are prepared with reference to the work plan.

**For Consideration:**

The proposed 2024 workplan is attached for the Board's consideration. The workplan is subject to change/revision in order to account for changes that come up during the year and to respond efficiently to environmental or systemic issues that arise.

**Public Interest Considerations:**

The purpose of the tool is to ensure that the Board is held accountable for the focus of its own work plan.

**Diversity, Equity, and Inclusion Considerations:**

The Board's core values include diversity, equity and inclusion, and therefore these principles should be reflected in the work that is done throughout the year.

**Action Required:**

That the Board approve the 2024 Strategic Agenda/Workplan

**MARCH 2024 BOARD STRATEGIC AGENDA/WORK PLAN**

<b>OPERATIONAL</b>	<b>POLICY, BY-LAW AND REGULATION</b>	<b>MONITORING REPORTS</b>	<b>EXTERNAL MONITORING</b>	<b>TRAINING AND DEVELOPMENT</b>
Minutes, December	Communication and Support to the Board Policy (GC)	Committee Reports (Spotlight: Registration)		Introduction to the College (Orientation)
Year-to-date Financial Variance Report	Emergency Registrar Succession Policy (GC)	Committee Annual Reports		Governance (Orientation)
Approval of 2024 Pre-Election Training Module	Organizational Shared Values Policy (GC)	Registrar's Report		Strategic Plan (Orientation)
	Director and Committee Member Responsibilities Policy (GC)	Examination Report		A Year in Preview (Orientation)
	By-Law Updates (Renewal and Reinstatement) (RC)	Communications Report		Virtual Boardroom Tour (Orientation)
	Registration Timelines Policy (RC)	Strategic Outcomes Policy (R)		Reading Financial Variance Reports (Orientation)
	Retiring or Resigning Policy (RC)	Financial Planning and Budgeting (R)		
	Non-Practising Status Policy (RC)	Delegation to the Registrar Policy (B)		
		Status of 2023 Board Self-Evaluation Action Plan		

Green = Complete

Blue = Complete (moved or added to workplan)

Red = Not complete

Orange = Not complete (moved or added to workplan)

**JUNE 2024 BOARD STRATEGIC AGENDA/WORK PLAN**

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, March  Year-to-date Financial Variance Report  Registrar, CEO Performance Review  Reassess 2024 Strategic Work Plan	Reserves Policy (GC)  Human Resources and Relations Policy (GC)  Board Terms of Reference Policy (GC)  Executive Committee Terms of Reference Policy (GC)  Governance Committee Terms of Reference Policy (GC)  Patient Relations Terms of Reference Policy (GC)  Language Proficiency Policy (RC)	Committee Reports (Spotlight: Professional Conduct)  Registrar’s Report  Examination Report  NACOR Report  Communications Report  Financial Condition Policy (R)  Vender Relations Policy (R)  Investment Policy (R)  Relationship with the Public and Other COO Beneficiaries (R)  Governance Approach Policy (B)  Approval of 2024 Board Action Plan	2023 Financial Audit	Diversity, Equity and Inclusion

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**SEPTEMBER 2024 BOARD STRATEGIC AGENDA/WORK PLAN**

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, June  Year-to-date Financial Variance Report	Asset Protection Policy (GC)  Patient Relations Committee Terms of Reference Policy (GC)  ICRC Terms of Reference Policy (GC)  Pre-Election Training Module Policy (GC)  Registration Appeal Panel Policy (RC)  Photograph Submission Requirements Policy (RC)	Committee Reports (Spotlight: Governance and Patient Relations)  Registrar’s Report  Examination Report  Communications Report  Strategic Outcomes Policy Report (R)  Asset Protection Policy (R)  Communication and Support to the Board Policy (R)  Technology and Cyber Security Policy (R)  Board Terms of Reference Policy (B)		TBD

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**DECEMBER 2024 BOARD STRATEGIC AGENDA/WORK PLAN**

OPERATIONAL	POLICY, BY-LAW AND REGULATION	MONITORING REPORTS	EXTERNAL MONITORING	TRAINING AND DEVELOPMENT
Minutes, September Year-to-date Financial Variance Report 2025 Draft Budget Approval of 2025 board meeting dates Election of NEC Rep Appointment of Auditor for 2025 Election of 2025 Executive Appointment of Appointed Members Approval of 2025 Committee Slate Appointment of Registrar’s Review Subcommittee Assignment of 2025 Board Monitoring Reports	Relationship with the Public and Beneficiaries Policy (GC) Registrant Relations Policy (GC) Vote Majority for Termination of a Registrar Policy (GC) Board and Committee Principles Policy (GC) Contact Lens Mentor Policy (RC)	Committee Reports (Spotlight: Professional Practice) Registrar’s Report Examination Report Communications Report NACOR Report External Meetings Report Reserves Policy Report (R) Investment Policy Report (R) Board Code of Conduct (B) Strategic Work Plan 2024 Review Strategic Work Plan 2025 Development		TBD

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