

Summary of CAFII Board and EOC Action Items					
	Source	Action Item	Responsible	Deadline	Status Jan. 13, 2023
		Association Strategy, Governance and Financial Management			
1	EOC and Board: October 2019	Launch CAFII EOC Working Group to Explore a New Lower Dues Category of CAFII Membership, via a first meeting and a draft Terms of Reference for this Working Group.	B. Wycks/ K. Martin	31-Dec-22	In Progress/ See #2
2	BOD: June 9, 2020	Revisit the launch of the CAFII Working Group On A Proposed Lower Dues Category Of CAFII Membership once the economic environment stabilizes, via a first meeting and a draft Terms of Reference for this Working Group.	K. Martin	31-Dec-22	In Progress
3	EOC May 29, 2018	Develop a summary job description for the CAFII EOC Chair role and circulate it to EOC Members.	B. Wycks/ K. Martin	31-Dec-22	In Progress
4	EOC February 27, 2018	Document in writing the process for reviewing, approving, and admitting applicants for CAFII Members and Associate status	B. Wycks	31-Dec-22	In Progress
5	BOD April 12, 2022	Work with CAFII's Treasurer and assigned Controller to wind down the Restricted Fund and transfer its residual monies into the Association's General Fund during the Association's 2022 fiscal year	B. Wycks/ K. Martin	31-Dec-22	Completed
6	BOD October 11, 2022	Identify a CAFII Board Vice-Chair candidate for appointment at the June 2023 First Meeting of 2023-24 Board of Directors	P. Thompson/ K. Martin/ B. Wycks	15-May-23	In Progress
7	BOD October 11, 2022	Change CAFII Member dues invoicing process to one annual invoice beginning in 2023	K. Martin/ B. Wycks/ R. Nason	28-Feb-23	In Progress
8	EOC October 25, 2022	Develop advanced draft of Proposed CAFII 2023 Operating Budget for presentation at November 24/22 EOC Meeting, for endorsement, and subsequent presentation to Board at its December 6/22 meeting for approval	K. Martin/ B. Wycks/ R. Nason/ D. Hinnecke	21-Nov-22	Completed

	Source	Action Item	Responsible	Deadline	Status Jan. 13, 2023
9	EOC October 25, 2022	Prior to December 6/22 Board Meeting, organize appointment of V. Gillis as TD Insurance's new Director on the CAFII Board, using the Electronic Voting Of The Board, Outside Of A Board Meeting provision in the CAFII By-Law	B. Wycks	2-Dec-22	Completed
10	EOC November 24, 2022	Distribute Proposed CAFII 2023 Operating Budget to EOC Members via email by Monday, November 28/22, for a review and approval/assent process by November 30/22, so that it can then be disseminated to Board Members prior to December 6/22 Board Meeting	K. Martin/ B. Wycks/ D. Hinnecke	28-Nov-22	Completed
11	EOC November 24, 2022	Draft Terms of Reference for new CAFII Quebec/AMF Committee and bring forward to January 17/23 EOC Meeting for review and approval	K. Martin	13-Jan-23	Completed
		Regulatory Initiatives			
12	EOC October 26, 2021	Organize a meeting of the Market Conduct and Licensing Committee to review CCIR's 2021 document on the industry's adoption of the FTC guidance	K. Martin/ B. Wycks	31-Jul-22	In Progress
13	EOC November 24, 2022	Reach out to CBA to find out whether it will be making a submission to OBSI on its "Organizational Governance Review" consultation; and then canvas EOC Members to determine and finalize whether this consultation is in-scope or out-of-scope for CAFII	K. Martin/ B. Wycks	12-Jan-23	Completed
14	EOC November 24, 2022	Reach out to Nathalie Sirois, AMF to clarify for her the intent behind the CAFII comment made in its November 4/22 Virtual Stakeholder Session with CCIR about its Draft 2023-2026 Strategic Plan, and have a virtual meeting to discuss it, if she requests one	K. Martin	5-Dec-22	Completed
15	BOD December 6, 2022	Maintain ongoing dialogue with AMF Superintendent Eric Jacob and keep CAFII management and EOC Chair and Vice-Chair informed of any developments re resolving impasse issue re RADM's applicability to credit card-embedded insurance benefits and any other CAFII Member-relevant issues	P. Thompson	Ongoing	Ongoing
		Association Operations			
16	EOC May 17, 2022	Regularly scan website videos to ensure that they are up-to-date and don't include broken links	K. Martin/ B. Wycks	31-May-22	Ongoing

	Source	Action Item	Responsible	Deadline	Status Jan. 13, 2023
17	EOC November 24, 2022	Bring forward document on “Planned Timing of and Approach to CAFII Western Canada Insurance Regulators and Policy-Makers Visits Tour in Spring 2023; and CAFII Atlantic Canada Insurance Regulators and Policy-Makers Visits Tour in Fall 2023” to January 17/23 EOC Meeting, for review/discussion and approval	B. Wycks	13-Jan-23	Completed
18	BOD December 6, 2022	Post CAFII 25th Anniversary Celebration photos, slideshow and speeches on MS 365 and circulate to CAFII Member representatives and insurance regulator and policy-maker invitees to the 25th Anniversary Celebration	J. Becker	20-Dec-22	Completed