COUNCIL MEETING HIGHLIGHTS
Friday April 12, 2019

Present: Bill Fischer (President; attended for first hour), Kyle Sereda (Vice President), Jason Trask (Past President), Angela Graham, Dan Lewis, Matt McGurk, Joel Gritzfeld (Public Representative), Olumide Adetunji (Public Representative), Jacquie Messer-Lepage (Executive Director), Louise Durnford (Director of Operations), Collette Parks (Communications Coordinator), Rashed Al-Mamun (Policy and Research Analyst), Jennifer Williams (Director of Professional Practice and Research), Karen Gibbons (@0837 - Public Representative)

Regrets: Kael Irvine

1. Call to Order
   • President of Council called the meeting to order at 8:22 a.m.

2. Approval of Agenda
   • 9.3 AGM Update
   • 9.4 Organ Donations

MOTION: To accept the agenda with additions. Angela/Dan. Carried.

3. Approval of Minutes from February 26, 2019
   • There is no current tax credit for First Responders. For Volunteer Fire Fighters yes but not FR. Change wording to “It was suggested that....”

MOTION: To accept the minutes. Joel/Matt. Carried.

3.1 Business arising from the Minutes

<table>
<thead>
<tr>
<th>ACTION ITEM</th>
<th>ACCOUNTABILITY</th>
<th>TIMELINE</th>
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<tbody>
<tr>
<td>1. Create a retention and destruction policy and include discipline and consensual resolutions. Council likes the CPSS reasons for keeping info and would like this reflected in the policy.</td>
<td>JML</td>
<td>Underway</td>
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<td>2. Medicine Wheel Training</td>
<td>JML</td>
<td>Not started – Following AGM</td>
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<td>3. Follow up with Saskatchewan Health Authority Director of EMS, Central Division (FR portfolio is located there) when one is officially appointed.</td>
<td>JML/Jen</td>
<td>Completed</td>
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<td>4. PACE Conference - Council would like to see the abstract and the full paper</td>
<td>JML/Jen/Rashed</td>
<td>Underway</td>
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4. **Progress on Strategic Priorities:** *Note: strategic planning will be completed in conjunction with this meeting.*

4.1 Strategic Outcomes Update:
- **Research:** Finalizing applications for grants. Trying to strengthen relationships with Sask. Polytechnic and U of S. Applying with U of R for a MITACS matching grant to help fund the engagement project.
- Completed a pilot project; the Electronic Health Record project. Submitted a proposal to the Paramedicine Across Canada Expo (PACE conference).

*Action Item:* Council would like to see the PACE abstract and the full paper. SCoP is hoping to publish the findings.

- We are going to invite an Indigenous elder to the AGM to provide cultural context/blessings.
- Working on a vendor evaluation for our registration system.
- Submitted a large grant application. Federal grant relating to the use of innovation in any setting.
  - Applied for funding to initiate a virtual reality (VR) project that would support regulatory assessment of member competency. VR is currently being used in medicine to hone skills; unusual to see it in regulation but it is a good opportunity for the College.
  - Plan to develop the first module, do the VR testing, then clinical testing to ensure accuracy.
  - Potential exists for other jurisdictions to use the same modules, via COPR, and be a national tool.
- Meeting with Saskatchewan Health Authority (SHA) about Medial Assistance in Dying (MAID). They are trying to standardize the MAID process within the health authority.
  - The SHA is looking to identify conscientious objectors, plus a pool of individuals who would be ok with participating in MAID.
  - It is entirely ok for members to refuse to participate in MAID without employment repercussions.
  - SCoP could ask during renewal for people to self-identify; opt-out or opt-in hasn’t been determined; this is the info needed by employers and dispatchers, not the regulator.

4.2 COPR National Exam Results
- No exam since last Council meeting.

4.3 EMR Exam Update
- No exam since last Council meeting.
5. **Additional Updates – Executive Director**

5.1 Accreditation update

- COPR is going to be the voice of regulators with Accreditation Canada.
- SCoP will not join AC for now; it will work through the process with COPR as the lead.
- Many of the jurisdictions are doing this. Being a member of AC doesn’t make (financial) sense currently.
- Executive Director discussed developing a new framework for discipline based on new behavioural-based competencies and how to evaluate.

5.2 Registration System Vendor

- The registration system we have (iMIS) is not at all designed for regulators. Every nuance we have requires a change to the system (considerable custom work).
- SCoP is considering options regarding the registration system.

6. **Committee Reports for Information**

6.1 **Executive Committee**

6.1.1 Ratification of Executive Committee Decision(s)

- No decisions since last meeting.

6.2 **Education Committee**

- No meeting since last Council meeting.

6.3 **Audit Committee**

6.3.1 Financial Reports; Balance Sheet

- These documents were circulated to Council.

6.3.2 Amendment to Reserve Fund Contributions

- Clean audit was received.
- Statement of Financial Position: Investments have recovered from a dip earlier in the year.
- Statement of Operations: auditor reported operating activities separate from investment, so there is a year over year comparison.
- Surplus this year of $82,000 which will support an increased capital reserve should we decide to update our registration system.

**MOTION:** That the capital reserve funds be increased to $200,000 and that SCoP contribute $58,790 to the capital reserve fund for 2018. *Olu/Matt. Carried.*

6.3.2 Approval of Audited Financial Statements

**MOTION:** To approve the audited financial statements as presented. *Karen/Dan. Carried.*
6.4 Professional Conduct Committee
- PCC met March 27, 2019 and will meet again May 22, 2019 and June 26, 2019 (if required) before breaking for the summer
- 5 active investigation files
- 2 files in abeyance (awaiting Justice and arbitration process)
- 2 CCRAs expected to be signed soon
- 8 CCRAs active and being monitored
- 3 referred to Discipline Committee. One hearing is scheduled.
- PCC requested letter of concern sent to the Saskatchewan Health Authority regarding a service provider in the province.
- No details of individual cases were discussed.

6.5 Discipline Committee
- Currently finalizing dates on the files that are open.
- No details of individual cases were discussed.

6.6 Legislation and Bylaws Committee
- No resolutions were submitted by members before the deadline.
- SCoP proposed a resolution to establish minimum numbers of committee members instead of a maximum.

**MOTION:** For the resolution go forward to the membership for a vote. **Matt/Angela. Carried.**

6.7 Nominations Committee
- No update to report.

7. Paramedic Practice Committee (PPC)
- PPC has not met since last Council meeting; next meeting is May 13 and will be a face to face meeting.
- Drug monographs have been pulled from the protocol manual. New protocol manual will be posted soon. Drug monographs will be posted alongside. Email communications, plus website communications will guide members.
- The monographs aren’t updated regularly, are unreliable, and incomplete. There is an up to date resource with eHealth, but non-health system members cannot access it.

**MOTION:** To go in camera at 11:45am: **Olu/Matt.**
8. Meeting and Training Updates

8.1 Ministry of Immigration and Career Training (Virtual Reality)
   • Details discussed under agenda item 4.1.

8.2 University of Regina
   • Details discussed under agenda item 4.1.

8.3 COPR PEASAC (Foreign Trained Applicant - FTA) Project
   • Committee meeting in Toronto. COPR paid for SCoP attendance. Mapped out the process for FTA evaluation.
   • COPR members are agreeing on standards, process, and policy. Project is on time. Tech should be well-developed by the fall. International applicants will go through COPR first instead of coming directly to the regulators.

9. Other/New Business:

9.1 Annual Report
   • Annual Report will go out by email for approval.

9.2 Strategic Planning – Part 2 to occur following this meeting

9.3 AGM Update
   • Schedule is done. Ted Jaleta and Darci Lang are the keynotes. Uplifting agenda.

9.4 Organ Donation
   • More positions have been established in the region to facilitate organ donation. Can paramedics help with this, because they do pronounce people in the field? Any bigger picture thoughts?
     o Tissues can be removed after death, so this would be for those types of organ donations.
     o Any thoughts can be sent to Jason Trask.

MOTION: To go in camera at 1:30pm: Olu/Angela

10. In Camera Session

10.1 ED Item(s): if applicable

10.2 Council Item(s): ED excused for this portion of meeting

11. Adjournment: Next Council Meeting – June 14, 2019