



COUNCIL MEETING HIGHLIGHTS

Friday March 24, 2017

The March 24, 2017 meeting of Council was held at the SCoP office with a teleconference option made available. Six members of Council attended the meeting in person and three sent their regrets.

1. Call to Order

Jason Trask called the meeting to order at 8:35 a.m.

2. Approval of Agenda:

- Recommend moving item 6.3 to follow item 3.1.1 to ensure that the Council President is able to participate in discussion
- Add **5.2.1 Resolutions**

MOTION: To approve the agenda with additions. **Chris/Bill: Carried**

3. Approval of Minutes

MOTION: Retroactive motion to accept the Executive Committee decisions from last meeting.

Bill/Betty: Carried

- Amendment to minutes of January 2017: Bill assumed role as chair at 3pm.

MOTION: To accept the minutes with the changes indicated. **Bill/Chris: Carried**

3.1 Business arising from the Minutes

3.1.1 SEMSA Name change request – legal opinion update

- Kyle Sereda left the room.
- Discussed letter from legal counsel.
- Recommendation to authorize name change for SEMSA to Paramedic Services Chiefs of Saskatchewan.
- Letter to SEMSA will clarify that only SCoP members are entitled to use the terms “Paramedic” and “Chief” in the same context.
- Letter will also request that SEMSA include a disclaimer on their website that indicates that there is no affiliation with the College, and that individuals seeking regulation and legislation advice should contact SCoP.

Motion: To accept Paramedic Services Chiefs of Saskatchewan, subject to their inclusion of a disclaimer that Jacquie will provide. **Betty/Bill: Carried**

4. Progress on Strategic Priorities

4.1 Strategic Outcomes Update (highlights only)

- Strategic Goal 1 Enhance the role and professional development to be relevant in the Health system
 - Stakeholder meetings: eHealth; Ministry of Health; Ministry of the Economy; Office of the Information and Privacy Commissioner; Canada: USA collaboration meeting
 - Launched provincial drug monograph testing
 - Monitoring eHealth pilot project
 - Released updated protocol manual
 - Implemented new Naloxone protocol
 - Recruited research expert to support College capacity development
 - Completed bylaw draft for Critical Care Paramedic and Past-president role on Council
- Strategic Goal 2 Strengthen processes for evaluating applicants (labour mobility)
 - Applied to Ministry of Economy for funding to create foreign trained applicant portal
 - Draft bylaw changes submitted to the Legislation and Bylaw Committee re: Quality Assurance Reviews
- Strategic Goal 3 Public: A baseline of public awareness and understanding of the role of the paramedic is established (role, trust, image, satisfaction with experience)
 - Draft public engagement strategy prepared; script development underway
 - Critical Care Paramedic survey completed; draft regulations prepared
 - Member Wellness Committee: draft (member) needs assessment survey approved; resource evaluation underway
 - Attended Sask. Workplace Safety steering committee meetings
 - eHealth (Electronic Health Record) collaboration underway; tracking member experience; ride-along data captured; research proposal draft underway
- Strategic Goal 4 Strengthen Organization (Finance; HR)
 - Worked with Ministry of Economy to prepare/submit grant application
 - Identified data set requirements for eHealth research; initiated data collection
 - Upgrade ongoing ; launched 'new applicant' form; testing change of status form

4.2 COPR National Exam Results

- No exam sitting since last meeting.

4.3 EMR Exam Update

- Exam results were circulated.



5. Other Decision Items

5.1 Annual Report Draft

5.1.1 MOTION: To approve the 2016 Annual Report (with the addition of photos where possible and insertion of revised Reserve Fund report) as presented. **Kyle/Chris: Carried**

5.2 AGM Draft Agenda

- The agenda for the AGM was circulated.
- Resolutions submitted were circulated.
 - Critical Care Paramedic
 - Past President of Council
 - Temporary Restricted Licence

MOTION: To accept the three resolutions. **Chris/Kael: Carried**

6. Other Reports for Information

6.1 Executive Committee

- No decisions made since last meeting.

6.2 Education Committee

- No meeting to report.

6.3 Audit Committee

6.3.1 MOTIONS

- Cost for Professional Conduct Committee (PCC) should be listed separately on the Statement of Operations

MOTION 1: Approval of audited financial statements, as amended.
Betty/Bill: carried

MOTION 2: To increase the capital reserve fund by \$102,770 and the research and development reserve fund by \$15,000. **Betty/Kyle: Carried**

MOTION 3: To use funds from the Research and Development Reserve to hire a research assistant for SCoP research projects including the eHealth study and the Ministry of the Economy project (to develop an international applicant portal and an exam application process for international applicants). **Bill/Betty: Carried**

MOTION 4: That Jacqueline Messer-Lepage and Louise Durnford be appointed as "Attorney(s)" to give instructions on behalf of the Saskatchewan College of Paramedics to Credential Asset Management Inc. in respect to the



trading of mutual funds or any other securities, within the limits defined in the Investment Policy that was approved by Council on April 5, 2016.

Chris/Kael: Carried

6.4 Professional Conduct Committee

- Opened 4 new files since last meeting.
- 1 file from 2016 is still open and ongoing.
- A couple of files are awaiting CCRA finalizations.
- One CCRA from 2016 will be referred back to the PCC for their April 12 meeting for further action (No CCRA agreement reached). From there, the PCC will refer the matter to the Discipline Committee.

6.5 Discipline Committee

- No meeting since last report.

6.6 Legislation and Bylaws Committee

- Minutes from the last meeting were circulated.

6.7 Nominations Committee:

- No meeting

7. Paramedic Practice Committee

- Met on Feb 17/2017 and approved the following items for submission to the College of Physicians and Surgeons of Saskatchewan:
 - Monitoring of fibrinolytics by ACPs
 - Monitoring of N-Acetylcysteine by PCP 2011 NOCP, ICP, ACPs
 - Administration of antibiotics by ACPs
 - Removal of the requirement for medical control for narcotic administration in abdominal pain by ACPs.
- CPSS has deferred these items to their June meeting (CPSS approval is required)
- Pilot project: a monitoring period will be established to evaluate ACP transport of chronically ventilated, stable patients. Saskatoon will be the pilot area with RQHR acting as the control group.
- Protocol proposal – “notice of intent form” (re: protocol submission) will be posted on the website for members to complete and submit to the College; this will be posted on the website and will hopefully address duplication of effort. No personal information will be posted on the website.



8. Other Information

8.1 College of Podiatrists request for interest regarding Registrar function; SCoP is investigating potential for partnership.

9. Meeting and Training Updates

- Executive Director attended IRCP conference and presented on MAID; well received with many questions and concerns raised regarding potential liability.

10. Other/New Business

- Awaiting the draft rental agreement from DREAM in order to finalize lease.

11. Council Governance Training and Evaluation:

- Re-scheduled for June 2017 to accommodate new council members
- Governance Checklist (annual): Checklist was circulated to Council.

12. In Camera Session

MOTION: To have an in camera session. **Chris/Betty: Carried.**

12.1 ED Item(s): if applicable

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

13. Adjournment – Next Council Meeting: June 16, 2017

MOTION: To adjourn the meeting at 12:35 p.m. **Bill: Carried**

