

Council Meeting Highlights November 2, 2016

The November 2, 2016 meeting of Council was held at the SCoP office with a teleconference option made available. Seven members of Council attended the meeting in person, one by teleconference, and one sent their regrets.

1. Call to Order

- Jason Trask called the meeting to order at 9:41 a.m.

2. Approval of Agenda Motion: To approve agenda as presented - **Chris/Betty: Carried**

3. Approval of Minutes from September 16, 2016 Council Meeting

Questions arising from September 16, 2016 minutes

- Question about drug monographs and drug library reference in September: SCoP is working to ensure that members are able to use the same reference tool.
- Strategic goal 2.1 and 2.2: application to Defence Research and Development Canada (DRD) for funding to support cross-border (Canada/USA) mobility work was not approved; intend to resubmit.
- Strategic goal 4.2: Percentage increase of revenue sources from new sources. Other sources are currently being pursued.
- Strategic Goal 4.5: Succession planning: business continuity plan is underway.
- Strategic Goal 4.11: Manage ongoing server requirements in compliance with College risk management framework and policy: The new consultant has been excellent, reporting and fixing issues quickly.
- Definition of Direct Supervision: survey has gone out and is due back November 15.

Motion: to approve minutes with changes - **Olu/Bill: Carried**

3.1 Business arising from the Minutes of the September 16, 2016 Council Meeting

- Foreign-Trained Applicant Toolkit: The toolkit will be implemented.
- Past president on Council: Assessment with the other NIRO members suggests that approximately half have a past president role. Often the person fills a role on a College committee.

4. Progress on Strategic Priorities

4.1 Strategic Plan Prioritization Discussion and Activity

- Council conducted a prioritization exercise and evaluated all current/future strategic objectives.

4.2 Strategic Outcomes Discussion (“bundling” exercise)

- Council worked on bundling high priority items for ease of workflow.

4.3 COPR National Exam Results: No exam since last report

- No exam.

4.4 EMR Exam Update:

- Small cohort for the last sitting.

5. Other Decision Items

6. Other Reports for Information (provided by Committee Chairs if meeting took place)

6.1 Executive Committee

6.1.1 Ratify email decisions of Council

- President of Council abstained from one decision.

ACTION: Executive Limitation Policy suggested, so that these items can be approved by the Executive Director because they are usually similar items and rarely denied by Council. Executive Director will draft a policy document.

Motion: To accept decisions as presented - **Chris/Betty: Carried**

6.2 Education Committee (meets 2 weeks following CPSS meetings)

- Met October 12, 2016.
- CME approval process sub-committee working on process.
 - Receive ~360 requests per year; not a lot are denied, usually more detail needed.
 - New forms will offer different streams/forms (conferences, Agency CME days, outside education, etc.) to remove some of the issues around manual reviews. Budget will need to be identified for this project.
- Implementation of Mg sulfate and manual defibrillation; training required.
- Who can deliver training and who can sign off on training?

- Develop an endorsement (with criteria) for members to be recognized by the College so that they're qualified.
- A master's student has approached the College and is going to research all of this, and will then design all or part of the framework for us. Expect them to be done in about 18 months.
- Council agrees this is important for Education Committee to work on.
- Minutes will be circulated, and sent with Council package in the future.

6.3 Audit Committee

- Two of the three applicants for (re: investment management for the College) have been interviewed. Both are excellent candidates and seem equal. Need to evaluate and select. Intend to begin January 2017.

6.4 Professional Conduct Committee

- 8 open files; 16 in total for 2016. Same as last year, so far.
- Met on Tuesday, November 1, 2016. 4 files were opened and 3 were closed (one letter of guidance; 3 CCRAs).
- No trends. Most are misconduct, not professional incompetence.
- Could educate members on appropriate conduct in newsletters.

6.5 Discipline Committee

- No update to report.

6.6 Legislation and Bylaws Committee

- Minutes from last meeting, held September 22, 2016, were circulated.
- Critical Care Paramedic
 - Option B is recommended: That SCoP adopts a new licence level for practitioners who meet the requirements for Critical Care Paramedic (CCP).
- Community Care Paramedic
 - Plan to create a working group to determine what the licence endorsement will look like.
 - There will be specific skills that will be available to paramedics with this endorsement. There will be core training requirements.

6.6.1 Decision Item: Critical Care Paramedic Licence

Motion: To adopt the new licence level, Critical Care Paramedic, for practitioners who meet the requirements - **Jason/Aris: Carried**

6.7 Nominations Committee

- No update to report; notifications for committee vacancies have gone out.

6.8 Paramedic Practice Committee (meets 5 weeks prior to CPSS meetings)

- Last meeting was November 1, 2016.
- 3 amendments were accepted and are moving to CPSS
 - Vasopressors
 - Anti-emetics for 2011 PCPs
 - Narcan for all levels in a method that is appropriate for their level of training.
- MAID (Medical Assistance in Dying). Still working on guidelines. Need to look at all the legislation that relates.
 - Paramedics can't participate in any activity that contributes to MAID.

7. Other Information

7.1 Annual Calendar

- Circulated to Council for information.

7.2 Legislation Update

- The College submitted a proposal to the Ministry of Health to change S23 of our act.

7.3 iMIS Upgrade Project

- Upgrade to iMIS.
- New member portal.
- New staff portal; very easy to use.
- Renewal form is working. Lots of positive feedback.
- Initial registration, PCP Scope Change forms are being tested now.
- CME and Additional Documents Upload functionality is being worked on.
- Reinstatement, Change of Status forms coming up next.
- CME Course Approval will be the last update implemented.
- Renewal review process is going very well: no more printing or checklists; data writes directly to the database, avoiding a lot of data entry and possible data entry errors.
- 244 members have renewed so far; 900 submissions have been processed (the variation in numbers is due to outstanding payments)

- Bursting Silver is incredibly responsive.
- Landon Ullrich and Michael Schindel have each won a \$250 prepaid VISA gift card.
- The iMIS security issue that hit the Alberta College of Paramedics was a non-issue for SCoP as the consultant had already input the 'fix'.

7.3 Space/Lease update: met with the landlord and are in the process of negotiating a renewal (target: 10 year); should have the lease ready for Council by the next meeting.

8. Meeting and Training Updates

8.1 Deputy Registrar started Saskatchewan Institute of Health Leadership program (U of R)

- Week-long course to develop leadership skills in the healthcare industry. Guest speakers from MOH, RQHR, elders, SCoP.
- Endorsed by several ministries; was great for networking.
- Topics covered include leadership, different personality types, culture and diversity, systems, community development.
- There will be two more teleconferences before spring; followed by a two-day closing session in April.
- Group project and individual project: Group project preliminary idea: research what happens to the patient after the initial encounter in the health care system.

8.2 Director Professional Practice – completed Mental Health Commission Canada (MHCC)

Opening Minds - Road to Mental Readiness 'train the trainer' program

- Week-long course.
- Can teach mental health strategies to either leaders (supervisors, managers) or a shorter course to regular employees.
- Tailored to paramedics.

9. Other/New Business

- No applications yet for the service dog.
- Can SCoP assist in the current mental health crisis in the North?

10. Council Governance Evaluation: Implementation January 2017

- Will do a governance training and refresher for Council.

Motion: To move in camera - **Betty/Olu: carried**

11. In Camera Session

11.1 **ED Item(s):** if applicable

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

12. Adjournment

Motion to adjourn at 15:39: Chris

Next Council Meeting: January 27, 2017