



COUNCIL MEETING HIGHLIGHTS

Friday June 14, 2018

09:00 a.m. to 16:00 p.m.

Present: Bill Fischer (President), Jason Trask (Past President), Dan Lewis, Tim Hillier, Jason Farago, Joel Gritzfeld (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),

Phone: Kyle Sereda (Vice President)

Regrets: Matt McGurk, Karen Gibbons (Public Representative), Olumide Adetunji (Public Representative)

1. Call to Order

- President of Council called the meeting to order at 0910.

2. Approval of Agenda:

- Add: 9.5 CME Item

MOTION: To accept the agenda with addition. **Dan/Joel. Carried.**

3. Approval of Minutes from April 12, 2019

MOTION: To accept the minutes. **Jason/Joel. Carried.**

3.1 Business arising from the Minutes

ACTION ITEM	ACCOUNTABILITY	TIMELINE
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.	JML	Underway
2. Medicine Wheel Training	JML	Not started
3. PACE Conference - Council would like to see the abstract and the full paper	JML/Jen/Rashed	Underway

4. Evaluate options regarding diverse Council representation	JML	Due: AGM 2020
5. Lay out agenda and identify items as decision required or information.	JML	Ongoing
6. Council to review the Terms of Reference of Committees Kyle will chair a sub-committee; anyone from Council interested in participating should email Kyle.	Kyle and all interested	

4. Progress on Strategic Priorities: *Note: strategic planning will be completed in conjunction with this meeting.*

4.1 Strategic Outcomes Update: strategic planning later in meeting; document package under separate cover

- New registration system with Thentia: COPR will be first point of contact for internationally trained applicants. When it comes to exam registration, should be more integrated with COPR.
- The SCoP system will use less paper and is targeted to go live after 2020 renewal.
- We have applied for a MITACS grant (national funding).
- Partnering with Saskatchewan Association of Medical Radiation Technologists (SAMRT) for a graduate student from Johnson Shoyama Graduate School of Public Policy to work on policy.
- SAMRT is planning to regulate sonography.
- Have had one request for extension on PCP Scope Change.
 - After June 30th members will drop to EMR however they can continue to work on upgrading their skills until the end of December after which, reverting to PCP will no longer be possible.

4.2 COPR National Exam Results

- Results from the last exam were circulated to Council.

4.3 EMR Exam Update

- Results from the last exam were circulated to Council.

5. Additional Updates – Executive Director

5.1 Registration System Vendor

- Update occurred under item 4.1.

5.2 Annual College Operational Calendar

- Internal operational calendar was circulated to Council.

5.3 Cayton Report

- Inquiry into the College of Dental Surgeons of British Columbia. The report circulated to Council describes the recent difficulties that the CDSBC has had and makes recommendations for improved governance and regulatory performance in the interests of the safety of patients and the public.

5.4 Cayton Report Analysis

- Appendix 3: Contains recommendations that will be adopted by a number of Saskatchewan regulators. Good to be mindful of the expectations of regulation.

ACTION: Composition of Council: there's a lot of similarity in demographics around the Council table. Council may want to consider setting standards for diversity with respect to licence levels, employers, area of residence, gender, industry, etc. around the table. Will involve bylaw changes.

6. Committee Reports for Information

6.1 Executive Committee

- No update to report.

6.2 Ratification of Executive Committee Decision(s)

- No update to report.

6.3 Education Committee

- No meeting since last Council meeting.

6.4 Audit Committee

6.4.1 Financial Reports; Balance Sheet were reviewed

6.5 Professional Conduct Committee

- No details of individual cases were discussed.
- One file from 2017 that was suspended has been restarted and should be completed this year.
- Two files open from 2018
- 2 CCRA's have been signed and completed, 1 file at PCC, 1 file is still suspended

6.6 Discipline Committee

- No details of individual cases were discussed.
 - Two hearings are scheduled
 - One additional case was referred to discipline.
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- 6.7** Legislation and Bylaws Committee
- No meeting since last Council meeting

- 6.8** Nominations Committee
- No update to report.

7. Paramedic Practice Committee (PPC)

7.1 Palliative Care Training

- The College is being asked to approve the LEAP Paramedic program for paramedics working in palliative care within the Saskatchewan health system; the approval also includes the use of several required medications currently within scope but for new treatment purposes.

Tim Hillier left the meeting and reconnected via telephone after 9.2.

8. Meeting and Training Updates

8.1 COPR AGM/Exam Committee Meeting

9. Other/New Business:

9.1 1400 hours - Legal opinion

Counsel: Ciara McIlwaine, BA(Hons), MA, JD

- Concerns raised by Council regarding their risk when decisions are made by committees or staff.

Response:

- Discipline Committee (DC) and Professional Conduct Committee (PCC) have to be very independent. The Legislative framework and bylaws articulate the requirements. Council cannot ask for information or recommendations of that committee. No risk to Council by having a hands-off approach on these committees.
 - Other committees, except ad hoc committees, are all set up with Admin Bylaw. The composition of them is generally set up in the bylaw. As long as Council follows process laid out in that bylaw, then you are doing what you are supposed to be doing. Bylaw sets out what a committee does and how it can do it.
 - Ad hoc might be a little different, depending on the nature. Since there are no bylaws, Council would need to give direction.
 - The Paramedics Act protects members of Council legally, as long as you've acted in good faith. In this case, honestly and in the best interests of the public. If there is a problem later, no liability to Council.
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- What kind of governance style do you want Council to have? Need to be aware of limitations. Does come down to individual board preferences. (Did they have the authority? If yes, good. If no, can engage in the process.)

Question: Is there a difference between an Executive Director (ED) committee and Council committee?

Response: If the subject of the ED committee was something Council is responsible for, then it needs to come back to Council. If it's something that the ED is responsible for, then it doesn't need to come back to Council.

Jason Trask left the meeting.

9.2 Governance Discussion

- Orientation needs to include that this not a working Council but a governance Council.
- Leave operations up to the staff. Council can define outcomes, not determine operations.
- Governance board is Carver-based. Everything else is either operational or practice related.
- Do you want to be more operational, or continue with the Carver model? Council agreed Policy Governance/Modified Carver.

ACTION ITEM: lay out agenda marking things as decision items or information items.

ACTION ITEM: Does Council want to review the Terms of Reference of Committees?
Yes, Kyle will chair a sub-committee; anyone from Council interested in participating can email Kyle.

MOTION: To go in camera at 3:43. **Dan/Jason Farago**

9.3 Strategic Planning: Part 3

- To be scheduled for a full day over the summer

9.4 Council Succession Planning – Discussion (JML)

9.5 CME Item

- Discussed under 9.1.

10. In Camera Session

10.1 ED Item(s): if applicable – Jason acknowledgement

10.2 College Communications: Dan Lewis

10.2.1 Social Media Backgrounder



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

11. Adjournment: Next Council Meeting – September 27, 2019

MOTION: To adjourn at 1635. **Bill/Jason Farago**
