



COUNCIL MEETING MINUTES

Friday September 14, 2018

08:30 a.m. to 3:00 p.m.

Present: Bill Fischer (President), Kyle Sereda (Vice President), Jason Trask (Past President), Angela Graham, Dan Lewis, Matt McGurk, Kael Irvine, Joel Gritzfeld (Public Representative), Olumide Adetunji (Public Representative), Karen Gibbons (Public Representative), Jacquie Messer-Lepage (Executive Director), Louise Durnford (Director of Operations), Collette Parks (Communications Coordinator), Rashed Al-Mamun (Policy & Research Analyst)

1. Call to Order

- Bill Fischer called the meeting to order at 8:40 a.m.

2. Approval of Agenda

- Add: 9.3.1 Legal Cannabis

MOTION: To approve the agenda with the above addition. **Karen/Dan. Carried.**

3. Approval of Minutes June 15, 2018

- Add “foreign-trained” in reference to physicians, under 4.1 Strategic Outcomes Update, Career Fair.

MOTION: To accept the minutes with the addition. **Angela/Joel. Carried.**

3.1 Business arising from the Minutes

ACTION ITEM	ACCOUNTABILITY	TIMELINE
1. Executive Director: Send EMS review report to new members of Council	JML	Completed
2. Check the website to make sure the information on new restricted licences is linked/explained	JML	Completed
3. Add Member Wellness Committee members on website, plus any other SCoP committees	Collette	Completed
4. Add link to CME Course Approvals from CME Opportunities	Collette	Completed

5. Community Paramedicine communication should be reviewed by Council before distributing to the membership	JML/Jen	Completed for review
6. An instance of “Discipline” should be changed to “Decision” on website	Collette	Completed
7. Acknowledge past Committee/Council members.	JML	Completed
8. Communication will be sent by the College regarding implementation of CCP by ground ambulance; STARS and Air Ambulance protocols will be referenced.	JML/JEN	Completed for review

4. Progress on Strategic Priorities

4.1 Strategic Outcomes Update

- No update to report – Strat Planning Agenda Item 9.4 below.

4.2 COPR National Exam Results – results distributed

4.3 EMR Exam Update - Exam results were circulated to Council.

- The College now requires instructors to be licenced.

5. Additional Updates – Executive Director

5.1 Hearing Witness Date Confirmation

- Executive Director of SCoP will be a witness (via teleconference) for an Alberta College investigation. Will be in November or December.

5.2 Accreditation update – discussions regarding an agreement are ongoing between COPR and EQual Canada.

- COPR has decided to hire an Executive Director; they also applied for funding for a Foreign Trained Applicant project and will be using material from SCoP as a baseline for the project.
- COPR felt that some of the project money would be good to use to hire an ED to oversee the project.

5.3 Community Paramedic (CP) Status

- The working group has finalized the competency profile, and it is going through a consultation process now.
- Educational requirement: SaskPoly has a community paramedic program, or SCoP can do an equivalency assessment of training or in-house experience.
- Nobody is working outside of their scope now. If they want to use the CP skills, they will need the training and apply for the endorsement.

- Once there's an endorsement, those people will be Community Paramedics. Others can still work in the community, and must work within the current NOCPs.
- SCoP will define training requirements.
- There will be elements that are within the existing PCP and ACP scopes, but there are additional elements of CP especially around patient interaction that aren't part of the competency program but are implied. The CP program enhances these skills.

5.4 Critical Care Paramedic Communication

- Information sheet was circulated to Council.
- The clinical environment hasn't been defined in this document.

6. Committee Reports for Information

6.1 Executive Committee

- 6.1.1** Ratification of Executive Committee Decision(s) - there were no Executive Committee decisions since the last meeting.

6.2 Education Committee

- June 19, 2018 meeting. Adult Education project was presented to the group. Another review of the current con ed requirements. Presentations creating options. Jurisdictional scan on con ed.
- New protocols:
 - Hyperkalemia care plan
 - Physician/ medical consultation policy
 - Medication administration in rare, life threatening conditions policy
 - Pentrox monograph
 - Tranexamic Acid (TXA) monitoring added to Interfacility Transfer of Patients Receiving Medication
 - TXA added to Shock Protocol
- Document Amendments:
 - Agitated patients replaces Psychiatric emergencies
 - Medical control is removed for all ACP protocols
 - Links embedded in each protocol with a "Go to ..." statement. These links will take you to the stated protocol.
 - Version history flipped: newest revisions are listed first
- Member Wellness Committee asked Education to approve a mental health component. Doesn't have to be a specific topic, but maybe one year do depression, the next Road to Mental Health, etc. Goal to make sure issues continue to be talked



about, reduce stigma, normalize it, etc. The College could partner with other NIRO members and do webinars, etc.

- Mandatory requirement might need to be more specific; 5 CME on depression is very broad. Still being determined.
- Farewell to outgoing members, welcome to new chair
- Next meeting: end of September.

6.3 Audit Committee

- Minutes from the last meeting were circulated to Council.

6.3.1 Financial Reports; Balance Sheet and Income Statements were circulated to Council.

6.4 Professional Conduct Committee Status:

- Open files: 6 current files plus 6 additional complaints ready for review at next PCC meeting
- Files closed at the last meeting: 4
- CCRA Status: 8
- Details of individual cases were not discussed.

6.5 Discipline Committee

- Nothing to report.
- Details of individual cases were not discussed.

6.6 Legislation and Bylaws Committee:

- No meeting since last Council update.

6.7 Nominations Committee:

- No meeting since last Council update.

7. Paramedic Practice Committee

- Have not met since before the last council meeting. Next meeting is scheduled for October 15.

8. Meeting and Training Updates

8.1 Administrative Tribunal Training

- To be held on September 18, 2018
- Subject is how to hold hearings. PCC and Discipline Committee members are invited, as well as other NIRO members.

9. Other/New Business:

9.1 Member request to remove discipline decision from website

- Member has not been a member of the College for 6 years.
- CPSS never takes the info down, even if the member passes away. This info needs to be available to the public, so they can make informed decisions, and to show that the College is responsive and doing this kind of work. Physiotherapists: keep the info on the discipline page for one year, then archive indefinitely so the info can be searched. Chiropractors: 1 year. Pharmacists: 1 year then archive indefinitely
- SCoP does not have a formal policy, but Council has discussed this in the past and chosen to keep it up indefinitely. It's not searchable via the web. One would have to navigate to the specific page to find the member's name. The decision was listed in an older Annual Report. The report has now been redacted.

ACTION: Create a retention and destruction policy and include discipline and consensual resolutions. Council likes the CPSS rationale and would like this reflected in the policy.

MOTION: Council reaffirms the previous Council decision and College practice to retain all discipline decisions on the website indefinitely.

Dan/ Bill. Carried.

9.2 AGM member focus group summary findings

- Information item was circulated to Council.
- 100% of the participants agreed it is essential to engage the public/patient to gain a greater perspective to achieve sustainable and high-quality paramedic care.
- Public engagement creates opportunities of learning, generates new ideas, helps educate and advocate for patients, and builds trust.
- Participants suggested methods for public engagement, topics and types of questions, benefits of collaboration, barriers to public engagement and their solutions, as well as suggestions on what the public and members need to know about the College.

9.3 Member Wellness: Mandatory CME

- Discussed in Education report.



9.3.1 Legal Cannabis

- Workplaces are under a lot of pressure to deal with this issue. Is there a place for the College to offer resources to the membership with regards to responsible use and professional responsibilities?

9.4 Orientation Review for full Council; Opportunity for new members to ask questions of Council and staff – Jacquie et al

MOTION: To go in camera. Kyle, Matt. **Carried.**

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 – November 9, 2018

MOTION: To adjourn at 3:40pm. **Dan.**