

**AGENDA
MEETING OF COUNCIL
ALBERTA COLLEGE OF PHARMACISTS
April 1, 2005
8:30 a.m. to 4:30 p.m.
Meeting Room #1, Lower Concourse
Canadian Western Bank Place
10303 Jasper Avenue, Edmonton, AB**

I INTRODUCTION

1.1 Call to Order

1.2 Invocation

1.3 Roll Call

1.4 Adoption of the Agenda

1.5 Adoption of Minutes

1.5.1 Minutes of the Meeting of Council on December 8-9, 2004

1.5.2 Minutes of the Teleconference Meeting of Council on March 14, 2005

1.5.3 Dispensation of Directives from Council Meeting December 8-9, 2004
For Information Only

1.6 In Camera

II OWNERSHIP LINKAGE – under this agenda item, council will either receive reports that provide information been requested by council from its owners, or receive presentations from or participate in discussion with representatives of organizations that may reflect owners' needs, expectations, attitudes/perspectives and satisfaction. When considering its ownership linkage council must consider what information it wishes to receive, who can best provide that information, and how that information can best be collected, received or reported upon. The information may be pursued directly from owners or be collected indirectly through other reports.

- Best Medicine Coalition - Dr. Kathy Kovacs Burns

III COUNCIL EDUCATION – successful governance requires continuing learning by the council. This agenda item will identify learning opportunities included on the agenda or in conjunction with the meeting.

Decision of the Supreme Court of Canada in the Case of The College of Physicians and Surgeons of British Columbia v. Victoria McLelland (also known as V.M. v. Stewart et al)
- David Jardine

IV ITEMS FOR DECISION – this section of the agenda is dedicated to the review, amendment and/or development of policies integral to the governance process.

4.1 Ends

4.1.1 Policy E-4, Resource Allocation

4.2 Governance Process (GP-1 – GP-16)

Council will review and/or amend any of the governance process policies identified with this agenda item. This includes review and discussion about council’s strategies for ownership linkage. Policy GP-9 provides a schedule for reviewing governance policies. All governance policies were reviewed in 2003/04, and will now be brought forward on a rotating basis over a 3 year period; with the exception of policies GP6.3-GP6.5 which will be readdressed upon proclamation of new legislation. Despite this, should circumstances warrant review and amendment of any policy before its scheduled review, it remains the prerogative of council to do so. Section 4.5 of the agenda will address issues that require council’s decision due to responsibilities levied on council through legislation.

4.2.1 GP-7, Council and Committee Expenses

4.3 Registrar Limitations (EL-1 – EL-17)

Council will review and/or amend any of the executive limitation policies identified with this agenda item. Council may also be required to make decisions about any issues that extend beyond the jurisdiction that it has granted the registrar.

4.3.1 EL-5, Asset Protection

4.3.2 EL-8, Compensation and Benefits

4.4 Council-Registrar Relationship (CR-1 – CR-5)

Council will review and/or amend any of the council-registrar relationship policies identified with this agenda item.

4.5 Regulatory Agenda

Council will make decisions about any issues that have been levied upon it through legislation.

4.5.1 Pharmacy Technicians (Tech check Tech)

4.5.2 Health Professions Act – Prescribing by Pharmacists

4.5.2.1 Clinical Register

4.5.2.2 Prescribing Model

V CONSENT AGENDA – this section of the agenda will address items that the council has previously determined belong to the management and delegated to the Registrar in its policy, but which some outside body stipulates must be “formally approved” by the council.

VI REGISTRAR PERFORMANCE – council will receive reports from the registrar respecting progress being made towards the ENDS policies and administrative compliance with the Executive Limitations. The registrar will provide his interpretation of the policy being reported upon and will provide information that supports administrations’ compliance and/or achievement with respect to the policy. *An omnibus motion can be received to accept the reports; or, should there be question/concern about a report, a typical motion would read something like:*
 “Council accepts the registrar’s reports on the ENDS policies with the exception of _____, subject to _____ being clarified or being provided.”

6.1 Monitoring Ends

6.1.1 Policy E-1, Public Safety

6.1.2 Policy E-2, Quality Pharmacist Practice

6.1.3 Policy E-3, Public Benefits from Pharmacists Services

6.1.4 Policy E-4, Resource Allocation

6.2 Monitoring Executive Limitations

- 6.2.1 Policy EL-11, Public Image**
- 6.2.2 Policy EL-1, General Executive Constraint**
- 6.2.3 Policy EL-2, Treatment of Staff**
- 6.2.4 Policy EL-3, Financial Planning**
- 6.2.5 Policy EL-4, Financial Condition**
 - 6.2.5.1 External**
 - 6.2.5.2 Internal**
- 6.2.6 Policy EL-5, Asset Protection (Internal)**
 - 6.2.6.1 s1 – D&O Insurance**
 - 6.2.6.2 Policy EL-5, Asset Protection (External)**
- 6.2.7 Policy EL-14, Preparing Position Statements**
- 6.2.8 Policy EL-15, Standards Governing Practice**
- 6.2.9 Policy EL-16, Awards and Grants**
- 6.2.10 Policy EL-17, Development of Regulations and Bylaws**

VII COUNCIL PERFORMANCE – during this section of the agenda, council will evaluate its overall performance in fulfilling and complying with policies GP1-GP16. The purpose of this discussion is not to evaluate each policy, but rather to evaluate council's performance.

7.1 Council Compliance with Policies

Require Motion to Table until the June 2, 2005 Council Meeting

- 7.1.1 GP-9, Investment in Governance**
- 7.1.2 GP-10, Council Linkage with Ownership**
- 7.1.3 GP-11, Council Linkage with Other Organizations**
- 7.1.4 GP-12, Council Planning Cycle and Agenda**
- 7.1.5 CR-3, Accountability of the Registrar**
- 7.1.6 CR-5, Monitoring Registrar Performance**

VIII INFORMATION - the following agenda items are provided for information and discussion. They do not require any decision of direction from council at this time.

- 8.1 Per Diem and Tax Credits Return Information**
- 8.2 Amendments to the Pharmacy and Drug Act**

IX SELF-EVALUATION OF GOVERNANCE PROCESS AT THIS MEETING - In this section of the agenda, council members will discuss and evaluate their personal and group performance at this particular meeting.

- 9.1 Evaluation Summary for the Meeting of Council on Dec. 8-9, 2004**
- 9.2 Evaluation Forms for This Meeting of Council**

X ADJOURNMENT

10.1 Meeting Dates Spring 2005

- 10.1.1 June 2, 2005 Jasper Park Lodge**
- 10.1.2 ACP AGM and Conference, June 2-4, Jasper Park Lodge**

10.2 Adjournment