

AGENDA
Teleconference Meeting of ACP Council
Tuesday, May 13, 2008
9:00 p.m. – 10:00 p.m.

1. **Call to Order** (President Donnan)
2. **Roll Call** (Registrar Eberhart)
3. **Approval of Agenda**
4. **By-law Amendment** – A notice was emailed to registrants on March 14, commencing a 60-day period of consultation with respect to proposed amendments to ACP by-laws. As of Friday, May 8, no written submissions were received from registrants during the consultation period. The registrar will advise whether any comments are forthcoming prior to the teleconference meeting. **Council is requested to make a motion, approving the proposed by-law amendments.**
5. **Annual Report** – The annual report was posted on our website on April 28. A motion is sought from council to accept the annual report.
6. **Insurance Requirements/Department of National Defense** – In December 2007 council passed the following motion:
“All DND pharmacists are to comply with the same requirements as other pharmacists practicing in the Province of Alberta.”
The motion was in response from a request by DND that its members be exempted from the insurance requirements for registration prescribed by council in lieu of Treasury Board policy (appended). Since communicating council's decision, DND has forwarded a copy of the Treasury Board policy, and a copy of the agreement template used to facilitate DND officers training in civilian facilities.

With the annual permit renewal deadline pending, this matter is being brought back to council's attention for consideration. Legal advice is pending, and will be available at the time of the teleconference call.
7. **Criteria for Appointing Pharmacy Technicians as Observers to Council** – At its meeting on April 9, council supported appointing two pharmacy technician observers to council. It is proposed that an invitation for nominations/applications be issued prior to May 16, and that these will be reviewed by the nominating committee who will offer interviews to short-listed candidates. It is proposed that appointments be completed prior to mid-July if possible.

Council is asked to approve the following criteria and process for selection to guide the nominating committee in its recommendations. Appended is a tool that may be adapted and used in whole or in part, to assist the committee in learning more about candidates experience, knowledge, and competence with respect to each of the five competencies.

“Candidates must be registered with the Alberta College of Pharmacists and cannot serve as an officer or director of a Pharmacy Technician advocacy organization during their appointment as council observers. Ideal candidates will:

- *have leadership experience in other community, professional, academic, or social organizations;*
- *have insight to the Health Professions Act;*
- *understand the roles and responsibilities of the council of self-regulating professions;*
- *have practice experience in both retail and hospital practice settings; and*
- *have at least five years experience as a pharmacy technician.*

Applications will be reviewed, and short-listed candidates will be interviewed by members of the college's Nominating Committee. During the interview, the committee will seek to learn more about each candidate's competence in the following areas:

- *strategic perception,*
- *analytical understanding,*
- *decision-making,*
- *interacting with others,*
- *listening,*
- *sensitivity,*
- *independence,*
- *persuasiveness/influence,*
- *achieving results*

The committee will identify two candidates, and an alternate, for council's consideration and approval. Closing date for nominations is June 13, 2008 with a goal of appointments being completed by mid-July. Successful candidates will serve as observers on council for a three-year period or until such time that pharmacy technicians are regulated under the Health Professions Act, whichever comes first."

8. Consent Agenda – ACP wishes to donate two donate the following videos from our archives to the Provincial Museum and archives:

- "The Man in the Whitecoat" (197-) – 16mm – Documentary about pharmacists and pharmacies – history of the profession and pharmacist' education and practice – sponsored by APhA
- "Modern Pharmacy" (1974) – Documentary/dramatization about the education and practice of pharmacists. Includes some footage of Edmonton Buildings.

Provincial policy requires that when donations are made by an organization or a corporate body, a motion from the governing body authorizing donation of records must accompany the agreement.

A motion to accept the Consent Agenda is sought.

9. Briefing for Conference and AGM - Registrar Eberhart will brief council about arrangements for the AGM and Conference.

10. Adjournment

Next meeting dates -

- **May 23, 24 – Conference and AGM**
- **June 11-13 Board Development and Council Meeting – Ghost River Crossing/Cochrane**