

**MINUTES**  
Council Meeting  
**ALBERTA COLLEGE OF PHARMACISTS**  
Wednesday, April 9, 2008, 9:00 a.m. – 4:30 p.m.  
Canadian Room, Lower Mezzanine Canadian Western Bank Building,  
10030-Jasper Avenue Edmonton AB

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**1. Introduction**

**1.1. Call to Order**

President Dianne Donnan called the meeting to order at 9:10 am.

**1.2. Roll Call**

Greg Eberhart called the roll call and identified the following individuals in attendance:

- District 1 – Wilson Gemmill
- District 2 – Rick Siemens, President-Elect
- District 3 – Jeff Whissell, Past President
- District 4 – Dianne Donnan, President
- District 5 – Donna Galvin (9:15 a.m.)
- District 5 – Anjali Acharya
- District 5 – Lane Casement
- District 6 – Merv Bashforth
- Public Member – Joan Pitfield
- Public Member – Pat Matusko
- Dean – Dr. Franco Pasutto
- APSA Representative – Stan Dyjur (1:30 pm)

**Regrets:**

- District 3 – Catherine McCann
- Karen Mills – Communications Leader

**Also in Attendance:**

- Registrar – Greg Eberhart
- Deputy Registrar – Dale Cooney
- Lynn Paulitsch – Business Manager
- Grace Magyar – Executive Assistant

**1.3. Invocation**

**1.4. Adoption of the Agenda**

**1.4.1. Additions to the Agenda**

**1.4.1.1- DRAFT Terms of Reference for the Ethics Review Committee  
(REFER TO AGENDA ITEM 3.6)**

**MOTION:** That the agenda be adopted subject to addition of Item # 1.4.1.1.  
Moved by **Jeff Whissell** / Seconded by **Wilson Gemmill** / CARRIED

**1.5. Minutes from Previous Meetings**

**1.5.1.** Meeting December 13, 2007

**Amendments:**

- Page 13 – 5.1. – Appointment to the Board of the Pharmaceutical Examining Board of Canada. There should be a correction to reflect that Jeff Whissell was not present for the vote.

**MOTION:** That the minutes of the council meeting of December 13, 2007 be adopted as amended.

Moved by **Jeff Whissell** / Seconded by **Lane Casement** / CARRIED

**1.5.2.** Teleconference January 9, 2008

**MOTION:** That the minutes of the January 9, 2008 teleconference meeting of council be adopted as circulated with the agenda.

Moved by **Jeff Whissell** / Seconded by **Pat Matusko** / CARRIED

**1.5.3.** Teleconference March 11, 2008

**MOTION:** That the minutes of the March 11, 2008 teleconference meeting of council be adopted as circulated with the agenda.

Moved by **Pat Matusko** / Seconded by **Lane Casement** / CARRIED

**1.6. Disposition of Directives – Council Meeting**

**Update on drugs by injection**

Registrar Eberhart advised council that he has corresponded with Alberta Health and Wellness. Discussions with Alberta Health and Wellness seem to be improving, as there is greater interest in how pharmacists might assist in reaching immunization targets. There continues to be high interest amongst pharmacists for training; however, a shortage of trainers is an impediment to building capacity.

**Update on a registrant disciplinary hearing**

Registrar Eberhart advised that the registrant's legal counsel has appealed to the Courts despite the decision of Council in December 2007. The registrant's lawyer is seeking a stay on all proceedings.

**1.7. In Camera – An IN CAMERA session was not held.**

**2. Governance**

**2.1. Executive Limitation Reports and ENDS Policies**

**2.1.1. Policies E, E1-E4 – ENDS Policies**

The purpose is to begin reviewing the ENDS policies to see if policies are current, relevant and whether they provide adequate clarity respecting our goals for the future.

Some questions brought forward:

- What do we want to achieve within the next 5-7 years?
- What are our priorities?
- What cultural changes need to occur to achieve our goals and the larger vision?
- What is the scope of our responsibilities', vs. the scope of our interest and our circle of influence?
- What do we lead, and what do we choose to participate in?

Council watched the movie *Celebrate What's Right With The World*, narrated by Dewitt Jones. The video uses Dewitt Jones career as a photographer to emphasize the power of visioning, considering possibility, and treating change as an opportunity rather than a barrier.

President Donnan discussed with council feedback received from the Town Hall meetings held this spring. The objective of the Town Hall meetings was to provide pharmacists opportunity to discuss their experiences since the advent of new legislation, and to share their successes and challenges.

The following observations were made:

- There seemed to be more helplessness than hope;
- There is a huge resistance to change and pharmacists see current changes as more of an uncertainty rather than an opportunity;
- The pharmacists haven't considered the context of their fear; what might be preventing them from capitalizing on new possibilities and opportunities;
- Pharmacists are more alike than different;
- Lack of trust in "personal confidence;"
- Many had fear about skills they had, but hadn't used;
- Relationships, relationships, relationships.

### Discussion:

#### ***How do we come to a consensus on vision?***

We need to keep the vision simple and personal. If personal, it will be pursued with determination.

We also have to look at how we internalize vision. We need a "clearer picture of the mountain" so that individuals can visualize and internalize it. A suggestion was to change the vision to maybe 5-6 words as interpretation is important so people can understand it. You can't change minds unless you do it on a personal level. Successful vision statements are personal and simple.

#### ***How do we re-inspire passion?***

How do we get people to internalize – how do we focus on the possibilities rather than fear. What will give them meaning/be a motivator for interpretation of vision?

We need to demonstrate how this can work. Stewardship is necessary, e.g., regulating pharmacy technicians becomes an opportunity.

The public will drive our destiny. The risk is that somebody will hear that "you can't do it."

#### ***What are the barriers to meeting public demand?***

- Some registrants may see their status as a health professional as a right rather than a privilege. This is significant when considering our relationship with society.
- Pharmacist practice needs to focus on patient wellness, rather than on drugs.
- To what extent can our practice framework (i.e. standards) be packaged to ensure focus on patient well-being rather than on drugs?

Council discussed concepts that aligned with the mission of the college, and that described what the long-term vision of the college might look like. Some concepts included:

- Healthy Albertans,

- Pharmacists taking responsibility to identify health problems/risks and to act upon them,
- The best drug therapy outcomes possible,
- Pharmacists working together with others.

At the conclusion of the discussion, the following DRAFT statement was suggested. Many council members liked this; however, it was asked how this related to the mission and mandate of the college.

*YOUR<sub>x</sub> TRUST  
YOUR<sub>x</sub> HEALTH  
OUR<sub>x</sub> PASSION*

Council agreed to defer discussion about the college's vision until its next meeting at Ghost River Crossing in June.

**2.1.2. Policy EL-1 General Executive Constraint – External Financial Audit**

Greg Springate, Kingston Ross Pasnak (KRP) presented the external audit report to council.

*Note: Registrar Eberhart, Dale Cooney, Lynn Paulitsch and Grace Magyar excused themselves for this presentation.*

**MOTION:** That council approves the interpretation and accepts the results for the Policy EL-1 report circulated with the agenda.

Moved by **Lane Casement** / Seconded by **Anjli Acharya** / CARRIED

Appreciation was extended to Lynn Paulitsch and Maria Ranson for the diligence that they commit to in ensuring the quality of our financial processes, systems, and records.

**2.1.3. Policy EL-4 Financial Condition –Internal Financial Report**

**MOTION:** That council accepts the unaudited year end financial statements and statement of variances for information.

Moved by **Jeff Whissell** / Seconded by **Wilson Gemmill** / CARRIED

**2.2. Governance Policy Review and Amendments**

**2.2.1 Policy GP-2 Global Governance Process**

Council reflected on self-assessment results. President Donnan requested that everyone complete the evaluation and hand it in to Grace before they leave. Council will reflect on the results at its June meeting.

**2.2.2 Policy GP-6 Council and Committee Expenses**

**MOTION:** That council approves the revised claim form, for the Policy GP-6 circulated with the agenda.

Moved by **Lane Casement** / Seconded by **Jeff Whissell** / CARRIED

**Opposed** - Donna Galvin

**2.2.3 Policy GP-8 Investment in Governance**

Council was referred to "At a Crossroads", the provincial government's recent report about the governance of organizations appointed by government. While

recommendations within the report may not be directly targeted at self-regulating colleges, many of the recommendations may be relevant.

Council was asked to consider whether they were investing enough in governance to ensure that ACP was effective, transparent and accountable.

Council felt that our principles meet and exceed these government principles. Concern was expressed that government has not adequately fulfilled its responsibilities in supporting colleges, particularly when appointing public members. Council felt that government needed to be held accountable, and that delays in appointing a third public member to our college sent the wrong message. It was also observed that government provides little support to public members in the form of reimbursement, orientation and training.

### **2.3. Council-Registrar Policies - NIL**

### **2.4. Ownership Linkage - Nil**

### **2.5. Appointments**

#### **2.5.1. Competence Committee**

Council agreed the recommendations will be brought forth at the next council meeting for one new appointment to the committee and appointment of the chair and vice-chair.

**MOTION:** This agenda item was deferred to the next meeting of council.  
Moved by **Jeff Whissell** / Seconded by **Donna Galvin** / CARRIED

#### **2.5.2. Canadian Council Continuing Education in Pharmacy**

**MOTION:** That council appoints Roberta Stasyk as our appointee to the board of CCCEP.  
Moved by **Jeff Whissell** Seconded by **Wilson Gemmill**/ CARRIED

### **2.6. Committee Reports.**

#### **2.6.1. Report from the Resolutions Committee**

Only one resolution was received, requesting that the council provide guidance to pharmacists about practices important to ensuring optimal refrigeration of biologicals and vaccines. The resolutions committee has accepted the resolution, and will be presenting it at the Annual General Meeting.

The amended Guidelines for Resolutions were circulated to council for review. Council proposed the following additional amendments:

- Guideline #5 for Handling as resolution at an AGM, insert the word “to” after appear, and
- Guideline #2 for developing a resolution, change “ENDS Statements” to “Strategic Goals”.

**MOTION:** That council approves the amendments on Guidelines for Resolutions, including those introduced by Council.  
Moved by **Anjali Acharya** / Seconded by **Joan Pitfield** / CARRIED

### 2.6.2. Report from the Nominating Committee

President Donnan, on behalf of the Nominating Committee, submitted the name of Merv Bashforth for the position of President Elect for the 2008-2009 council term. No further nominations were forthcoming from the floor.

**MOTION:** That nominations for the position of President Elect for the year 2008-2009 cease.

Moved by **Jeff Whissell** / Seconded by **Lane Casement** / CARRIED

Abstained: **Merv Bashforth**

President Donnan then declared that Merv Bashforth was elected by acclamation for the position of President Elect for the 2008-2009 council year.

President Donnan, on behalf of the Nominating Committee, submitted the name of Donna Galvin for the position of Vice President for the 2008-2009 council term. No further nominations were received from the floor.

**MOTION:** That nominations for the position of Vice President for the 2008-2009 council year cease.

Moved by **Lane Casement** / Seconded by **Wilson Gemmill** / CARRIED

Abstained: **Donna Galvin**

President Donnan then declared that Donna Galvin was elected by acclamation for the position of Vice President for the 2008-2009 council year.

## 2.7. Council Education – Nil

## 3. Legislated Responsibilities

### 3.1. Committee Reports

#### 3.1.1. Investigating Committee Decisions

Councilors were reminded that should they receive correspondence from any registrant who they have reason to understand is under investigation, that they should bring the correspondence to the attention of the President (voice of council) or the Registrar prior to responding rather than taking it upon themselves. It is important that council members preserve their independence from such matters in the event that they may need to function as an appeal body.

### 3.2. Amendments to the Rules for the Competence Program

Registrar Eberhart advised council that the Rules for the Competence Program were previously approved; however that legal counsel has reviewed and updated them to ensure consistency and enforceability. The policy direction has not changed.

**MOTION:** That council approves the amendments to the rules for the Competence Program circulated with the agenda, and further, by cross-referencing the costs with the schedule of fees in the By-laws.

Moved by **Jeff Whissell** / Seconded by **Donna Galvin** / CARRIED

### 3.3. Amendment to ACP's Policy on Insurance Requirements for Registrants

Registrar Eberhart proposes that this policy be amended to also apply to registrants on the courtesy register who are registered for the purpose of practicing as locums.

**MOTION:** That registrants on the courtesy register who are registered for the purpose of practicing as locums be required to hold 2 million dollars of personal liability insurance as a requirement or registration and holding an annual permit.

Moved by **Jeff Whissell** / Seconded by **Rick Siemens** / CARRIED

### 3.4. Provincial Legislation

Registrar Eberhart advised council that he and President Donnan were meeting with the Minister of Health and Wellness the week after council. Due to the brevity of time provided, only immediate issues would be addressed including the appointment of public members to council, the ability of ACP to access data about pharmacist dispensing and prescribing decisions to support quality assurance initiatives, and the regulation of pharmacy technicians.

#### 3.4.1. *Health Professions Act and Pharmacy and Drug Act*

##### Health Professions Act

- Quality Assurance Program - Registrar Eberhart provided council with proposed amendments to the *Health Professions Act* permitting the college to establish a program for monitoring and assessing the practice of the profession by regulated members for the purposes of protecting the public and encouraging proper regard for health, safety or quality assurance in the practice of the profession.

##### Pharmacy and Drug Act

- Inducements - It was observed that direction had been provided by the membership to seek regulatory solutions with respect to the provision of inducements in return for professional goods and services. Council observed that we need to understand how this issue can best be addressed in the context of safety. In doing so, council must also ensure that a solution does not infringe on Combines legislation. Council suggested that we determine whether other colleges of pharmacy are still addressing this and that we make registrants aware that we are still pursuing this issue.

##### Mail Order Pharmacy

- Registrar Eberhart advised that he was working with legal counsel to develop a regulatory framework for the distance delivery of drugs, based on work previously undertaken during the development of the *Pharmacy and Drug Act*. The policy framework was intended to guide legislative amendments that would be alternatives to current sections addressing mail order pharmacy. It is proposed that the policy framework will be discussed by council in June.

#### 3.4.2. *Health Information Act*

##### Access to Personal Information

- Council was presented consequential amendments proposed to the *Health Information Act*, to support ACP's desire to establish a Quality Improvement program.

**Consensus:** That council supports the proposed policy direction to amend the HPA and the HIA to facilitate ACP in developing a Quality Improvement Program.

### 3.5. Regulating Pharmacy Technicians

Council reviewed the report from the registrar, resulting from the joint working group on the regulation of pharmacy technicians. Registrar Eberhart indicated that subject to council's direction, a meeting with Alberta Health and Wellness would be sought to determine whether a separate schedule within the *Health Professions Act* would be required for pharmacy technicians, or whether amendment to Schedule 19 (pharmacists) could accommodate this direction.

**MOTION:** That council accepts the recommendations of the Registrar for information.  
Moved by **Lane Casement** / Seconded by **Jeff Whissell** / CARRIED  
Abstained: Wilson Gemmill

**MOTION:** That council supports the following policy directions

- That pharmacy technicians in Alberta be regulated within the ACP, with a commitment to review successes and challenges for the purpose of quality improvement five years after the regulation of pharmacy technicians commences;
- That ACP establish a target of regulating pharmacy technicians for 2010 or as soon thereafter as possible;
- That once it is determined that pharmacy technicians will be regulated within ACP, that by-law amendments be pursued to provide a number of elected positions for pharmacy technicians on the council;
- That the nominating committee of ACP invite applications, and that council appoint two pharmacy technicians to sit as observers on council, until such time that elected positions are available and come into effect;
- That during the period of development of technician regulations, where appropriate, pharmacy technicians be included as members on ACP committees;
- That province-wide communication occur with pharmacists and pharmacy technicians about the policy direction supported by council; and,
- That ACP continue to be engaged with national partners such as PEBC, OCP, CPBC and others who are working to allow for or to regulate pharmacy technicians.

Moved by **Rick Siemens** / Seconded by **Anjli Acharya** / CARRIED  
Opposed: **Pat Matusko**

### 3.6 Ethics Review Committee – Draft

Registrar Eberhart presented DRAFT Terms of Reference for the “Ethics Review Committee” (ERC). The ERC will review and ensure that the Code of Ethics of the Alberta College of Pharmacists is current and relevant to the profession of pharmacy, pharmacists and its clients. The plan is to provide a report to council at its December 2008 meeting.

Correction:

- *See Reporting* – remove “March 15, 2008.”

## 4. Consent Agenda

### 4.1 Report from the Registrar

Registrar Eberhart reviewed with council the Alberta Blue Cross Pharmacist Prescribing Reports for the period of April 1, 2007 – February 29, 2008 as well as the increase of claims paid by Alberta Blue Cross. He asked that this information be kept confidential.

**MOTION:** That the consent agenda be accepted as circulated.  
Moved by **Jeff Whissell** / Seconded by **Pat Matusko** / CARRIED

## 5. Miscellaneous Business for Council’s Consideration

### 5.1 Continuing Pharmacy Education – Annual Report

**MOTION:** That council accepts the annual report from the Division of Continuing Pharmacy Education.

Moved by **Rick Siemens** / Seconded by **Lane Casement**/ CARRIED

**5.2 Filing of Tax Returns with Canada Revenue – KRP**

**5.3 ACP/CPBC Partnership – Correspondence from AHW**

**5.4 Mail Order Pharmacies – Legislative Amendments – Correspondence AHW**

**5.5 Competition Bureau’s Study of the Professions**

**5.6 Manitoba Pharmaceutical Association – Membership Vote**

**6. Evaluation of Meeting**

**6.1 Self-Evaluation of Council Performance at this Meeting**

This was provided for information.

**6.2 Summary for Council Meeting Self-Evaluation**

Councilors were requested to complete the form provided with the agenda for their evaluation of the governance process at this meeting and submit them to Grace Magyar. Grace will provide the responses with the next council meeting agenda.

**7. Adjournment**

**7.1. Next Meeting Dates**

**7.1.1. May 13, 2008 teleconference Call, at 9:00pm – By-law Amendment.**

The period of consultation will end and will be in place before the AGM.

**7.1.2. May 23-24, 2008 – Annual General Meeting and Conference.**

The joint conference starts the evening of May 23<sup>rd</sup>. Registration is separate for the conference. Registrar Eberhart encouraged all council to attend. There will be no council meeting in May.

**7.1.3. June 11-13, 2008 – Board Development and Council Meeting – Ghost River Crossing**

The Board Development will commence on the evening of June 11<sup>th</sup>; arrival will be later in the afternoon, with dinner and first session in the evening. The Board Development will continue the entire day of June 12<sup>th</sup>. The council meeting will be in the morning on June 13<sup>th</sup> and then depart after lunch.

**7.2. Closing Remarks**

**7.3. Adjournment**

This meeting of council be adjourned at 4:35 pm.

**MOTION:** That this meeting of council be adjourned.

Moved by **Anjli Acharya**/ Seconded by **Jeff Whissell** / CARRIED