

**MINUTES**  
**Council Meeting**  
**ALBERTA COLLEGE OF PHARMACISTS**  
**December 12, 2008, 9:30 a.m. – Conference Room 10**  
**Fantasyland Hotel, Edmonton, AB**

**1. Introduction**

**1.1. Call to Order**

President Siemens called the meeting to order at 9:30 a.m. He welcomed Vi Becker to her first meeting of council. President Siemens also welcomed Joe Blais, Hilda Li, Brett Danielsen and Margaret Wing as observers of the meeting. He noted that Joe Blais would be the new APSA representative to council effective January 1, 2009.

**1.2. Roll Call**

Registrar Eberhart called the roll and identified the following members of council in attendance:

- District 1 – Wilson Gemmill
- District 2 – Rick Siemens (President)
- District 3 – Jeff Whissell
- District 3 – Catherine McCann
- District 3 – Krystal Wynnyk
- District 4 – Dianne Donnan (Past President)
- District 5 – Kaye Andrews
- District 5 - Anjli Acharya
- District 5 – Donna Galvin (Vice-President)
- District 6 – Merv Bashforth (President Elect)
- Pat Matusko (Public Member)
- Joan Pitfield (Public Member)
- Vi Becker (Public Member)
- Teresa Hennessey (Pharmacy Technician)
- Robin Burns (Pharmacy Technician)
- Stan Dyjur (APSA President) – Ex-officio

**Regrets:**

- Dr. Franco Pasutto (Dean) – Ex-officio

**Also in attendance:**

- Greg Eberhart – Registrar
- Dale Cooney – Deputy Registrar
- Lynn Paulitsch – Business Manager
- Karen Mills – Communications Leader
- Grace Magyar – Executive Assistant
- Terri Schindel – (joined meeting at 1:30 p.m.)

**Observers:**

- Margaret Wing – RxA
- Joe Blais – APSA
- Hilda Li – Student
- Brett Danielsen – Student

**1.3. Invocation**

Vi Becker read the invocation.

**1.4. Adoption of the Agenda**

**1.4.1. Additions to the Agenda**

**1.4.1.1. Article “Prescribing by Pharmacists in Alberta” (Jeff Whissell)  
REFER TO AGENDA ITEM 5.10**

**MOTION:** That the agenda be adopted as amended.

**MOVED BY Dianne Donnan/SECONDED BY Catherine McCann/CARRIED**

**1.5. Minutes from Previous Meetings**

**1.5.1. Minutes from the Meeting of Council October 10, 2008**

- Page 4 – 2.2.2. – CHANGE “...that he restate...” to “...that the Registrar restate...”

**MOTION:** That the minutes be adopted as amended.

**MOVED BY Jeff Whissell/ SECONDED BY Dianne Donnan/CARRIED**

**1.6. Disposition of Directives**

Registrar Eberhart reviewed the Disposition of Directives with council.

**MOTION:** That council accept the Disposition of Directives for information.

**MOVED BY Jeff Whissell/ SECONDED BY Anjli Acharya/CARRIED**

**1.7. In Camera – NOT HELD**

**2. Governance**

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

**2.1.1. ENDS Policies (E, E1 and E2)**

Registrar Eberhart provided council with an overview of the working group’s discussion and their recommendations.

The working group recommended to council that ENDS statements E1-E4 be rescinded and replaced with the following single ENDS statement:

The public and individual patients benefit from *quality patient care* from pharmacy practitioners.

Quality patient care is further defined as care that:

- . is accessible, acceptable and appropriate to the patient;
- . responds to the patient’s and the public’s health needs; and
- . is provided safely, effectively and efficiently by accountable pharmacy practitioners within appropriate pharmacy care settings.

This end will be pursued within the available resources as determined annually by the council.

Council felt that “*further*” should be deleted from the second paragraph and should read:

*“Quality patient care is defined as care that:”*

Council also felt that “available” should be deleted in the closing statement and should read:

*“This end will be pursued within the resources as determined annually by the council.”*

Registrar Eberhart further advised that the working group considered the proposed vision, mission and value statements from June 2008, despite this being outside of its mandate. The working group suggested that council request the group work to review the vision and value statements of the college and to propose changes that council might consider at its April meeting.

**CONSENSUS:** Council requested that the working group review the vision, and value statements proposed in June 2008, and that it report its recommendations to the April meeting of council. Public member Joan Pitfield was asked to join the working group.

**MOTION:** That council accept the recommendations as amended.

**MOVED BY Jeff Whissell/SECONDED BY Anjali Acharya/CARRIED**

#### **2.1.2. Policy EL-4 Financial Condition – Internal Financial Report**

**MOTION:** That the Registrar’s internal EL internal report on the financial condition of the college be accepted.

**MOVED BY Jeff Whissell/ SECONDED BY Dianne Donnan/CARRIED**

#### **2.1.3. Policy E-4 Proposed Fee Schedule for 2009**

Registrar Eberhart reviewed the priorities for 2009 and Proposed Fee Schedule for the 2009 registration year with council.

**MOTION:** That council approves the priorities and proposed Fee Schedule for 2009, and that a fee for the licensing of “mail order pharmacies” be recommended in April.

**MOVED BY Dianne Donnan/ SECONDED BY Wilson Gemmill/ CARRIED**

**Note:** a fee will need to be established for the annual permit for regulated pharmacy technicians in the future.

#### **2.1.4. Policy EL-3 – Financial Planning – Budget and Business Plan 2009-2011**

**MOTION:** That council accepts the Business Plan and Budget for 2009, including the estimates for 2010 and 2011.

**MOVED BY Dianne Donnan/ SECONDED BY Catherine McCann/ CARRIED**

**Note:** During its deliberations council was reminded that ACP must be fiscally prudent, and that while our by-laws provided for annual fee increases equivalent to the previous years cost of living increase in Edmonton, that council should always consider if this is necessary when deliberating the budget.

## **2.2. Governance Policy Review and Amendments**

## 2.2.1 Policy GP-3 – Council Responsibilities

**MOTION:** That council table 2.2.1. to the April 3, 2009 council meeting.  
**MOVED BY Jeff Whissell/ SECONDED BY Donna Galvin/CARRIED**

### 2.2.1.1. Format of Council Agendas

**MOTION:** That council table agenda item 2.2.1.1 to the April 3, 2009 council meeting.

**MOVED BY Jeff Whissell/ SECONDED BY Donna Galvin /CARRIED**

### 2.2.2. Policy GP-6 – Council and Committee Expenses

**MOTION:** that the schedule of expenses reflected in the assumptions of the registrar in developing the budget be approved, including but not limited to:

- Council and committee per diems – full day - \$363, hourly - \$52
- Pharmacy Technician Observers per diem – full day \$175, hourly \$25

**MOVED BY Jeff Whissell/ SECONDED BY Donna Galvin/CARRIED**

## 2.3. Council-Registrar Policies - Nil

## 2.4. Ownership Linkage - Nil

## 2.5. Appointments –

### 2.5.1. Nominating Committee

**MOTION:** That council appoints Rick Siemens (President), Dianne Donnan (Past President) and Dr. Franco Pasutto (Dean of the Faculty of Pharmacy and Pharmaceutical Sciences) as the Nominating Committee for the 2008/09 council term.

**MOVED BY Catherine McCann/ SECONDED BY Joan Pitfield/ CARRIED**  
**ABSTAINED: Dianne Donnan**

### 2.5.2. Resolutions Committee

**MOTION:** That council appoints Merv Bashforth as Chair, Krystal Wynnyk and Pat Matusko as the Resolutions Committee for the 2008/09 council term.

**MOVED BY Jeff Whissell/ SECONDED BY Kaye Andrews/ CARRIED**  
**ABSTAINED: Merv Bashforth, Krystal Wynnyk, Pat Matusko**

## 2.6. Committee Reports

### 2.6.1. Ethics Review Committee

Dianne Donnan, chairperson of the Ethics Review Committee, introduced the committee's report for council's consideration. She highlighted the deliberations of the committee, including its guiding principles and its recommendations. The committee proposed that council accept the report in principle and that a 60-day consultation period be initiated.

**MOTION:** That council approves the proposed revisions to the Code of Ethics in principle, and that the committee's four recommended "next steps" be accepted.

**MOVED BY Krystal Wynnyk/SECONDED BY Pat Matusko/CARRIED**

**2.7. Council Education – NIL**

**3. Legislated Responsibilities**

**3.1. Committee Reports**

**3.1.1. Investigating Committee/Hearing Tribunal – NIL**

**3.2. Legislation**

**3.2.1. Amendments to the *Health Professions Act***

Registrar Eberhart discussed the amendments to the *Health Professions Act*. He advised that a teleconference meeting of council would occur in early March to consider the policy requirements of pharmacy technicians prior to them becoming regulated.

**MOTION:** That council accepts the report for information.

**MOVED BY Catherine McCann/ SECONDED BY Jeff Whissell/ CARRIED**

**3.2.2. Amendments to the *Pharmacy and Drug Act***

Registrar Eberhart discussed the amendments to the *Pharmacy and Drug Act* and the need to progress to amendments to the regulations with council.

**MOTION:** That council accepts the report for information.

**MOVED BY Joan Pitfield/ SECONDED BY Anjli Acharya/ CARRIED**

**3.2.3. Proposed Amendments to the *Health Information Act***

Registrar Eberhart advised council that the proposed amendments to Bill 52 were introduced for second reading and have been referred to the Standing Committee on Health. The Act will accommodate all health regulations under the *Health Professions Act*.

**MOTION:** That council accepts the report for information.

**MOVED BY Wilson Gemmill/ SECONDED BY Catherine McCann/ CARRIED**

**3.3. Competence Program**

**MOTION:** That the rules for the competence program be amended by changing the period for achieving the necessary number of CE Units to June 1-May 31 of each year.

**MOVED BY Dianne Donnan/ SECONDED BY Catherine McCann/CARRIED**

**3.4. Council Policies Respecting Pharmacist Practice**

Council discussed the briefing document and made the following comments:

**Practice Policy - 3.4.10** – Council felt that we should do more research and give further consideration prior to deleting the policy on pre-filing insulin syringes. It was suggested that it should perhaps remain as a Guideline or an FAQ.

**Practice Policy - 3.4.21** – The preference of council was that the first paragraph be removed and replaced with the ACP Mission Statement.

**MOTION:** That council accepts the recommendations as outlined for policy items 3.4.1. to 3.4.21 subject to the following:

**Practice Policy - 3.4.10** – be rescinded and the guidelines be reviewed subject to the USP Guidelines.

**Practice Policy - 3.4.21** – be amended by replacing the first paragraph with the Mission Statement.

**MOVED BY Donna Galvin/SECONDED BY Jeff Whissell/CARRIED**

*Suggestion: Ensure that “links” are recorded when a particular reference is provided.*

**3.5. Honorary Life Membership (hand out)**

Council asked if there was a criteria base for this award and felt, in the future, the terms of reference may need to be further defined as this is the highest honour recognized by the college.

**MOTION:** That council recognizes Stanley Lissack (Registration #1520) as Honourary Life Member with ACP.

**MOVED BY Merv Bashforth/ SECONDED BY Krystal Wynnyk /CARRIED  
ABSTAINED – Jeff Whissell**

**MOTION:** That council recognizes Marilyn Thornton (Registration#1848) as Honourary Life Member with ACP.

**MOVED BY Catherine McCann/ SECONDED BY Dianne Donnan /CARRIED  
ABSTAINED – Jeff Whissell**

*Note: The working group addressing the ENDS of the college was asked to review the terms of reference for this award to enhance clarity about criteria for selecting appropriate candidates.*

<b>4. Consent Agenda</b>
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**4.1 Report from the Registrar**

**MOTION:** That council lift the discussion about the MOU with Physical Therapists.

**MOVED BY Jeff Whissell/ SECONDED BY Catherine McCann /CARRIED**

A question arose as to why the project with physical therapist proposed such a small sample. The reason is that there are so few pharmacists in the community who have additional prescribing” privileges.

**MOTION:** That council lift discussion about the Provincial Pharmaceutical Strategy.

**MOVED BY Jeff Whissell/ SECONDED BY Catherine McCann /CARRIED**

**MOTION:** That council accepts the consent agenda as circulated.

**MOVED BY Jeff Whissell/ SECONDED BY Catherine McCann /CARRIED**

**5. Miscellaneous Business for Council's Consideration****5.1 Interim Report and Proposed Strategic Direction for the Division of Outreach Education**

Terri Schindel made presentation to council about the Strategic Plan for the Division of Outreach Education at the Faculty of Pharmacy and Pharmaceutical Sciences.

**MOTION:** That Council accept the plan for information and that the Division be encouraged to proceed with its plan.

**MOVED BY Jeff Whissell/ SECONDED BY Kaye Andrews/ CARRIED**

*Note: Council needs to deliberate deliverables and determinants of success, as these are important to redrafting the MOU with the faculty.*

**5.2 Report from ACP Board Appointee to the National Association of Pharmacy Regulatory Authorities**

**MOTION:** That agenda items 5.2-5.4 be tabled until the next regularly scheduled meeting of the council.

**MOVED BY Jeff Whissell/ SECONDED BY Donna Galvin/CARRIED**

**5.3 Report from the ACP Board Appointee to the Pharmaceutical Examining Board of Canada****5.4 Dean–Faculty of Pharmacy and Pharmaceutical Sciences–Search Committee Update****5.5 ACP Public Relations Campaign October/November 2008 – Post-Campaign Analysis**

Karen Mills discussed the public campaign results with council. She said overall results were very good. There was one complaint from the public who didn't like that one of the online ads came up as a pop-up.

She said the next campaign will start the last week in February until the first week of March which will be during the flu season. She advised that there will be a photo shoot coming up at the University of Alberta in December.

**5.6 Alberta Health and Wellness- Vision 2020****5.7 Alberta Health Services Board – Organization Structure and VP Pharmacy****5.8 “A Foreign Qualification - Recognition Plan for Alberta” – November 2008****5.9 “Benefiting from Generic Drug Competition in Canada: The Way Forward”– Report from the Competition Bureau of Canada**

**MOTION:** That council accepts 5.6, 5.7, 5.8 and 5.9 for information.

**MOVED BY Dianne Donnan/ SECONDED BY Donna Galvin /CARRIED**

**5.10 Article – “Prescribing by Pharmacists in Alberta” (Jeff Whissell)**

Jeff Whissell congratulated Greg Eberhart, Dr. Nese Yuksel, and Dr. Tammy Bungard on their article published in the American Journal of Health System Pharmacists. He commented on how well it described the prescribing model and our journey to achieving legislative amendment. He encouraged the writers and the college to continue promoting the achievements in Alberta, and suggested a follow-up article. Joan Pitfield suggested that we send the article to the Health Board and the Health Minister as it is a great article and they should see it.

**6. Evaluation of Meeting**

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

Council members were asked to submit their written evaluations to Grace Magyar.

**6.2 Summary for October 10, 2008 Council Meeting Self-Evaluation**

Provided for information.

**7. Adjournment**

**7.1. Next Meeting Dates**

**7.1.1. March 2009** (possible teleconference)

**7.1.2. April 3, 2009**

**7.1.3. May 21-23, 2009** (Banff Springs Hotel)

**7.1.4. June 24-26 2009** (Board Development and Planning – Ghost River Crossing-Cochrane)

**7.2. Closing Remarks - NIL**

**7.3. Adjournment**

That this council meeting be adjourned (circa 4:52 p.m.)

**MOVED BY Jeff Whissell**