

**MINUTES**  
**MEETING OF COUNCIL**  
**ALBERTA COLLEGE OF PHARMACISTS**  
**June 11-13, 2008**  
**Centre of Learning - Ghost River Crossing**  
**Cochrane, AB**

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**1. Introduction**

**1.1. Call to Order**

President Siemens called the meeting to order at 9:00 a.m., and welcomed new council members Kaye Andrews and Krystal Wynnyk to their first meeting of council.

**1.2. Roll Call**

Registrar Eberhart called the roll call 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 – Mervin Bashforth (President-elect)
- Pat Matusko (Public Member)
- Joan Pitfield (Public Member)
- Dr. Franco Pasutto (Dean) – Ex-officio
- Dale Cooney Deputy Registrar
- Lynn Paulitsch – Business Manager
- Karen Mills – Communication Leader

**1.3. Invocation**

Krystal Wynnyk read the invocation.

**1.4. Adoption of the Agenda**

**MOTION:** That the agenda be adopted as amended by including the additions to the agenda.  
**MOVED BY Dianne Donnan/SECONDED BY Jeff Whissell/CARRIED**

**1.4.1. Additions to the Agenda**

**1.4.1.1. Resolution on Temperature Control from the Annual General Meeting**

**MOTION:** That ACP communicate with pharmacists the guidance provided through the resolution and provide references to sources of cold-sensitive thermometers.

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

***NOTE:** It was also observed that ACP's practice consultants could monitor the use of "cold-sensitive" thermometers when visiting pharmacies and could assist with pharmacist education.*

**1.4.1.2. AGM 2009 and APEX Awards**

**CONSENSUS:** That the 2009 Annual General Meeting be held the afternoon of Thursday, May 21, 2009 at the Banff Springs Hotel and that the APEX Awards be held the evening of Saturday, May 23, 2009 at the Banff Springs Hotel.

**1.4.1.3. Provincial Pharmaceutical Strategy**

ACP's submission to government on the provincial pharmaceutical strategy was introduced. It was noted that ACP intentionally did not respond to the Minister's original request to make recommendations about Alberta's Drug Benefit List, and rather only responded when a request was made to address a broader provincial pharmaceutical strategy. In this context, a systems-wide approach was addressed, and issues that potentially affect behaviors and sustainability were commented on. Some council members felt that ACP should reserve comment on matters related to the economics of pharmacist services, while others felt that the context in which ACP commented was reasonable and appropriate. It was noted that some council members volunteered their personal resource if matters of economic significance were commented on in the future

**1.4.1.4. Orientation of new council members:**

An orientation session was held for new council members on the early afternoon of June 11, 2008, prior to council's retreat at Ghost River and was well received. It was recommended that a similar informal approach to orientation be continued in the future.

**1.5. Minutes from previous meetings**

**1.5.1. Minutes from the meeting of council held April 9, 2008**

**MOTION:** That the minutes be adopted as amended (typos corrected).

- Page 2, item 2.1.1, first bullet - ..."within he next" should read "...within the next"
- Page 3, item 2.1.1, paragraph that begins with President Donnan..., the second sentence should be amended to read "...and to share..."
- Page 8, item 3.5, second motion, first bullet should be changed to read "...with a commitment..."

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

**1.5.2. Minutes of the teleconference meeting of council held May 13, 2008**

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

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

**1.6. Disposition of Directives**

Registrar Eberhart reviewed the Disposition of Directives with council and no arising issues were noted. The Directives were received for information.

**1.7. In Camera**

**MOTION:** That council move into an "In Camera" meeting at 10:50 a.m.

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

**MOTION:** That council move out of the "In Camera" meeting at 11:00 a.m.

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

**MOTION:** To annually provide a letter to the registrar regarding compliance or non-compliance in meeting the ENDS of council as a method of performance evaluation as outlined in the current employment contract.

**MOVED BY Jeff Whissell/SECONDED BY Wilson Gemmill/CARRIED**

## 2. Governance

### 2.1. Executive Limitation Reports and ENDS Policies

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

Since council's motion to accept the annual report from the teleconference meeting of council on May 13, 2008, a graphical error on page 15 was identified. A replacement page has been produced and incorporated in all annual reports circulated at the Annual General Meeting held May 23, 2008.

**MOTION:** That council rescinds its motion of May 13, 2008 accepting the annual report.

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

**MOTION:** That council accepts the annual report as amended.

**MOVED BY Catherine McCann/SECONDED BY Donna Galvin/CARRIED**

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

**MOTION:** That the registrar's EL report on the financial condition of the college be accepted.

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

#### 2.1.3. Policy EL-11 Emergency Executive (handout at meeting)

**MOTION:** That the registrar's EL report on "Emergency Executive" of the college be approved.

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

#### 2.1.4. Policy EL-14 Partnership and stakeholder relationships

**MOTION:** That the registrar's EL report on partnership and stakeholder relationships be approved.

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

**NOTE:** *ACP should be mindful of all its key stakeholders, including other pharmacy organizations like CSHP. In forming our relationships, it is important that we listen carefully to our public, partners, and stakeholders, to fully understand their perspectives on issues. We should be conscious of trends that are developing, and the registrar may look for insight from council when developing this report in the future.*

*A particular suggestion was made that ACP should be mindful of the continuing trend to provide inducements in return for professional goods and services provided by pharmacists, and it was suggested that ACP might reprioritize this issue. Council was particularly conscious of a recent offering by DRUGSTORE pharmacies. It was suggested that ACP work with the Federation of Regulated Health Professions to determine if there was interest in a coordinated global approach to this issue, as it is now emerging in many professions.*

**2.2. Governance policy review and amendments**

Council reviewed each of the following GP policies with the purpose of assessing council's compliance with each:

**2.2.1 Policy GP-9 Serving the Public Interest**

**2.2.2 Policy GP-10 Council Linkage with Other Organization**

**2.2.3 Policy GP-11 Council Planning Cycle and Agenda Control**

Council considered the above three policies in an omnibus fashion. It was noted that ACP needs to be more involved in getting feedback from its moral owners. This is important at both the council and organizational levels.

**MOTION:** That council affirms its compliance with GP Policies 9, 10 and 11.

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

**2.3. Council-Registrar Policies**

Council reviewed each of the following CR policies for the purpose of assessing council's compliance with each:

**2.3.1. Policy CR-3 – Accountability of the Registrar**

**2.3.2. Policy CR-5 – Monitoring Registrar Performance**

**MOTION:** That council affirms its compliance with CR Policies 3 and 5.

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

**MOTION:** That the following amendments be made to council's policy review and reporting schedule:

- External review for evaluating EL-7 be changed to May 2009,
- External review for evaluating EL-14 be changed to May 2009, and,
- External review for EL-9 be changed to read "in a period no greater than every 5 years" commencing in 2009.

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

**2.4. Ownership Linkage – Nil**

**2.5. Appointments**

**2.5.1. Competence Committee (handout at meeting)**

**MOTION:** That discussion about appointments to the Competence Committee be lifted from the table.

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

**MOTION:** That council appoints Kim Mettimano to the Competence Committee for a three-year term, expiring after the Annual General Meeting in 2011.

**MOVED BY Anjli Acharya/SECONDED BY Wilson Gemmill/CARRIED**

**2.5.2. List of pharmacists to be appointed to hearing tribunals (handout at meeting)**

**MOTION:** That the following pharmacists be appointed to ACP's Hearing Tribunal Pool for the terms stated:

<b>Name</b>	<b>1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Term</b>	<b>Term</b>
Dr. Judith Baker	3rd	2008-2011
Catherine Biggs	3rd	2008-2011
R.H. (Bob) Sprague	3rd	2008-2011
Don Carley	3rd	2008-2011
Joyce Markson-Besney	1st	2008-2011
Bonnie Oldring	3rd	2008-2011
Jeremy Slobodan	1st	2008-2009
Debbie Santos	2nd	2008-2009
Peter Fenrich	1st	2008-2011
Kim Fitzgerald	1st	2008-2009
Deana Sabuda	1st	2008-2009
Joe Gustafson	1st	2008-2009
Dean England	1st	2008-2011
Penny Thomson	1st	2008-2011
Lane Casement	1st	2008-2011
Todd Read	1st	2008-2011
Brad Willsey	1st	2008-2011
Peter Macek	1st	2008-2011

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

### 2.5.3. Legal Counsel

**MOTION:** That the legal firm of Shores Jardine be appointed as ACP's legal counsel for the 2008/09 council term, and that Mr. Jim Casey from Field LLP and Mr. Fred Kozak from Reynolds Mirth Farmer be appointed as advisors to ACP's Hearing Tribunals.

**MOVED BY Donna Galvin/SECONDED BY Catherine McCann/CARRIED**

### 2.5.4. Auditors

**MOTION:** That the firm of Kingston Ross Pasnak be appointed as ACP's auditors for the 2008/09 council term, with the intent that ACP exercise an RFP in 2009. (RFP to focus on scope, timelines, cost, and relationships - i.e., ensure objectivity.)

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

### 2.5.5. Banking Institution

**MOTION:** That the TD Bank be appointed as ACP's financial institution for the 2008/09 council term.

**MOVED BY Catherine McCann/SECONDED BY Anjli Acharya/CARRIED**

### 2.5.6. Investment Counsel

**MOTION:** That Mr. Tom Richards of the firm TD Waterhouse be appointed as ACP's investment counsel for the 2008/09 council term.

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

### 2.5.7. Signing Authority

**MOTION:** That Greg Eberhart, Lynn Paulitsch, Dale Cooney and Dianne Donnan be granted signing authority on behalf of the college for the 2008/09 council term.

**MOVED BY Joan Pitfield/SECONDED BY Krystal Wynnyk/CARRIED**  
**Dianne Donnan - Abstained**

### 2.6. Committee Reports - NIL

### 2.7. Council Education - Review and Planning Forum: Building a Strategic Framework

A workshop was held on the evening of June 11<sup>th</sup> and all day on June 12<sup>th</sup> for the purpose of reviewing ACP's vision, mission, values and ENDS policies. This is reported on under agenda number 2.1

## 3. Legislated Responsibilities

### 3.1. Committee Reports

#### 3.1.1. Investigating Committee Reports - NIL

### 3.2. Amendments to the *Pharmacy and Drug Act*

Please refer to the commentary in the agenda. No further information has been received from government since it was circulated.

### 3.3. Amendments to the Standards of Practice

Standard 11.10 of the Standards for Pharmacist Practice states: "effective 18 months after coming into force of these standards, a pharmacist who prescribes must record all prescriptions they prescribe in then patient record on the Alberta Electronic health Record (NETCARE)." This standard was approved based on the strategic targets of NETCARE to implement system-to-system interfaces with pharmacies. The target date of October/November 2008 will not be achieved, and may still be two years away.

**MOTION:** That council approve a 60-day consultation period for the purpose of receiving input on the feasibility of amending the Standards of Practice for Pharmacists, Section 11.10 by changing the effective date to "a date as established by council."

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

## 4. Consent Agenda

### 4.1 Report from the Registrar

### 4.2 Additional Prescribing

**MOTION:** That agenda items 4.1 and 4.2 be lifted from the table for discussion.

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

**MOTION:** That council supports the vision proposed in the "Blueprint for Pharmacy", and that ACP will support the Blueprint by addressing strategies identified in the Blueprint that are within its mandate and responsibility.

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

**NOTE:** A "typo" was noted in the report "Tottingham" should read "Tushingam"

**MOTION:** That the consent agenda be approved.

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

## **5. Miscellaneous business for council's consideration**

### **5.1 CHSRF – Interprofessional Collaboration and Quality Primary Healthcare**

This was provided for information only.

### **5.2 First World Health Professions Conference on Self Regulation (handout at meeting)**

Dianne Donnan provided council a summary of her written briefing from this conference. She noted:

- Canada is far ahead of most other countries with respect to the regulation of health professions;
- The shortage of health professionals is a global problem, and health spas are being used as an incentive to retain health professionals in third world countries; and
- As a result of our progress and success, we need to share our knowledge and success with other countries.

## **6. Evaluation of Meeting**

### **6.1 Self-evaluation of council performance at this meeting**

### **6.2 Summary for council meeting self-evaluation**

## **7. Adjournment**

### **7.1. Next meeting dates**

- **Friday, October 10, 2008**
- **Friday, December 12, 2008**
- **Friday, April 3, 2009 (proposed)**
- **Thursday, May 21-Saturday, May 23 AGM, Conference, APEX Awards**

### **7.2. Closing remarks - NIL**

### **7.3. Adjournment**

**MOTION:** That this meeting of council be adjourned. (circa 1:20 p.m.)

**MOVED BY Dianne Donnan**