

MINUTES

For Council Meeting

ALBERTA COLLEGE OF PHARMACISTS

October 10, 2008, 9:30 am – 4:30 pm

Canadian Room, Lower Mezzanine Canadian Western Bank Building

10030 Jasper Avenue, Edmonton AB

1. Introduction

1.1. Call to Order

President Siemens called the meeting to order at 9:30 a.m. He welcomed Teresa Hennessey and Robin Burns to their first meeting of council. President Siemens also welcomed Margaret Wing from RxA.

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)
- Teresa Hennessey (Pharmacy Technician)
- Robin Burns (Pharmacy Technician)
- Dr. Franco Pasutto (Dean) – Ex-officio
- Stan Dyjur (APSA President) – Ex-officio

Regrets:

- Vi Becker (Public Member)

Also in Attendance:

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

Observers:

- Margaret Wing – RxA
- Erin Lowe – Alberta Health Services – Pharmacist Resident

1.3. Invocation

Merv Bashforth read the invocation.

1.4. Adoption of the Agenda

1.4.1. Additions to the Agenda

MOTION: That the agenda be adopted as circulated.

MOVED BY Anjali Acharya/SECONDED BY Catherine McCann/CARRIED

1.5. Minutes from Previous Meetings

1.5.1. Minutes from the Meeting of Council June 13, 2008

MOTION: That the minutes be adopted as circulated.

MOVED BY Jeff Whissell/ SECONDED BY Dianne Donnan/CARRIED

1.5.2. Minutes from the Teleconference Meeting of Council July 31, 2008

- **Page 1 - #4 Motion - change Robyn Burns to Robin Burns**

MOTION: That the minutes be adopted as amended.

MOVED BY Jeff Whissell/ SECONDED BY Dianne Donnan/CARRIED

1.5.3. Ratification of e-ballot – September 26, 2008

MOTION: That the results of the e-ballot of September 26, 2008 be ratified.

MOVED BY Jeff Whissell/ SECONDED BY Catherine McCann/CARRIED

1.6. Disposition of Directives

Registrar Eberhart reviewed the Disposition of Directives with council. The Directives were received for information.

Council will further discuss inducements provided in return for professional goods or services at its December meeting. While this historic issue has lingered, the recent political agenda has not provided opportunity for discussion. It is understood that discussion about inducements may arise during the deliberations of the Ethics Review Committee. It was also observed that the "DRAFT" Standards of Practice proposed for physicians prohibit the provision of inducements in return for professional services.

1.7. In Camera

MOTION: That council move into an "In Camera" meeting at 11:28 pm

MOVED BY Catherine McCann/SECONDED BY Kaye Andrews/CARRIED

MOTION: That council move out of the "In Camera" meeting at 11:55 pm.

MOVED BY Jeff Whissell/SECONDED BY Wilson Gemmill/CARRIED

MOTION: To accept the recommendation of the Executive Committee with regard to the Registrar's employment contract.

MOVED BY Jeff Whissell/SECONDED BY Wilson Gemmill/CARRIED

2. Governance

2.1. ENDS Policies (enclosures)

2.1.1. ENDS Policies (E, E1 and E2) including Administrative Interpretation

Registrar Eberhart discussed the report from Ray Downie with council. Council felt the Ends Statements needed to be restated so that they were clearer and more easily understood. Council agreed that a working group should be appointed to take the Ends Statements that have been captured and refine them in a very concise manner.

CONSENSUS: That a working group revisit the proposed Ends Statements and provide a report at the December 12, 2008 council meeting. At that time, the report will be discussed amongst all council members. The working group will include Anjali Acharya, Robin Burns, Stan Dyjur, Catherine McCann, Jeff Whissell, Greg Eberhart (resource) and Karen Mills (resource).

2.1.2. Policy E-4 – Resource Allocation

Refer to Agenda Item 2.2.2.

2.2. Executive Limitations Policy Reports

2.2.1. Policy EL-2 Treatment of Staff – External Report

Registrar Eberhart discussed the external report of the Hay Group with Council, providing a historical overview of the employee survey results over the last eight years. It was noted that despite a 25% turnover in staff in the past year, satisfaction levels have remained high, consistent with those found in previous years. It was also noted that the results of the past four studies have established an “internal norm” for staff satisfaction within ACP.

The cost of the Hay Group’s services has increased substantially and the management team is considering alternatives for this survey in the future. Council emphasized the importance of continuing reports such as this, as human resources are amongst ACP’s most valuable assets. Council congratulated the management team for this huge success and a job well done.

MOTION: That the external report on the treatment of staff of the College be accepted.
MOVED BY Joan Pitfield/SECONDED BY Anjali Acharya/CARRIED

2.2.2. Policy EL-3 Budget and Business Plan 2009-2011

Registrar Eberhart highlighted projects and initiatives with a PowerPoint presentation which included the 2009-2011 Budget and Business Plan. In concluding, Registrar Eberhart proposed that council consider the following four (4) priorities for the 2009 council year:

- Communication
 - With the public and stakeholders to enhance understanding about how they can benefit by seeking and demanding new services that pharmacists are now able to provide;
 - With pharmacists and pharmacy technicians to clarify new opportunities and expectations emerging through the regulation of pharmacy technicians;
- Continued development of the regulatory framework for pharmacy technicians including amendments to the Pharmacist Profession Regulation and access to bridging programs as determined appropriate;
- Increase the number of pharmacists applying for additional prescribing privileges, with a goal of 15 applications per month; and

- Develop new strategies incorporating “data analysis” to monitor and evaluate the decisions of pharmacists with respect to “appropriate drug use” when dispensing and prescribing.

Council approved these in principle; however, requested that the Registrar restate these so that they reflect our commitment to the public.

2.2.3. Policy EL-4 Financial Condition-Internal Financial Report

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

MOVED BY Donna Galvin/SECONDED BY Krystal Wynnyk/CARRIED

2.2.4. Policy EL-5 Insurance

MOTION: That the Registrar’s EL report on the insurance of the College be accepted.

MOVED BY Wilson Gemmill/SECONDED BY Donna Galvin/CARRIED

2.2.5. Policy EL-6 Investments – External Review

MOTION: That the External EL report on the investments of the College, provided by Tom Richards, Investment Council TD Waterhouse, be accepted.

MOVED BY Jeff Whissell/SECONDED BY Merv Bashforth/CARRIED

NOTE: *Typo in TD Waterhouse letter dated September 19, 2008, “as compliant” should be “is compliant”*

2.2.6. Policy EL-8 Conflict of Interest

MOTION: That the Registrar’s EL report on conflict of interest be accepted as amended.

MOVED BY Jeff Whissell/SECONDED BY Donna Galvin/CARRIED

NOTE: *Typo on page 2 “Catharine McCann” should be “Catherine McCann”*

2.2.7. Policy EL-13 Information Management

MOTION: That the Registrar’s EL report on information management within the College be accepted.

MOVED BY Merv Bashforth/SECONDED BY Jeff Whissell/CARRIED

2.3. Governance Policy Reports

2.3.1. Policy GP-5 - Council Committees

MOTION: That council approves Agenda Item 2.3.1. Policy GP-5 Council Committees as circulated.

MOVED BY Dianne Donnan / SECONDED by Merv Bashforth / CARRIED

2.3.2. Council Planning Cycle and Agenda Control

Registrar Eberhart discussed the format of future Annual General Meetings. Historical formats have had quite a traditional approach, attracting many of the same people. He asked if it was time to consider some alternate forms for delivery. Council suggested that one alternative might be to include guest presenters with insight and expertise about current and emerging issues (e.g., additional prescribing, follow up on how pharmacists deal with new tobacco law, Canadian patient safety, government elected and health quality issues). There was also discussion about the possibility of using technology to facilitate “reach” to locations throughout the province – providing for a virtual AGM. The administration will continue to consider alternatives and will share these with the Executive Committee prior to returning to council for approval.

2.4. Council-Registrar Policies – Refer to “In Camera”

2.5. Ownership Linkage

2.5.1. Public Relations Campaign 2008-2011

Karen Mills discussed the ACP/RxA/CPBC three-year public awareness campaign with council. The campaign launches this October in Alberta, with future outreach efforts targeted for the Feb/Mar and Oct/Nov time periods in 2009 and 2010. The goals are to instill the value of the patient-pharmacist relationship with the public, establish pharmacists as a key player in the patient’s health team and increase public awareness about the range of services pharmacists offer. Council was delighted and thanked Karen for this campaign as this is what they have been waiting for.

The faculty and APSA both expressed interest as to how they may contribute to the success of the campaign. These opportunities will be followed up with by Karen prior to the spring 2009 campaign.

Karen also advised council that the Alberta College of Pharmacists sponsored and participated in the Speaking of Women’s Health Conference at the Shaw Conference Centre on Saturday, October 4, 2008. This was a very positive experience, as there was high demand for information at ACP’s display booth.

2.6. Appointments - NIL

2.7. Committee Reports - NIL

2.8. Council Education - NIL

3. Legislated Responsibilities

3.1. Registration - NIL

3.2. Health Professions Act

3.2.1. Proposed Amendment to the Standards of Practice (handout)

Registrar Eberhart discussed the feedback received during the consultation period for the amendment to the Standards for Pharmacist Practice. He suggested that council had three alternatives:

- To leave the standard as currently stated,
- To rescind the existing standard; or
- To amend the existing standard.

MOTION: That s11.10 of the Standards for Pharmacist Practice be amended “to come into effect at a date as determined by council.”

MOVED BY Cathy McCann/SECONDED BY Donna Galvin/CARRIED

NOTE: *Council is aware of the concerns expressed by pharmacists and will consider these when determining a new date.*

3.2.2. Proposed Amendments to the *Health Professions Act*

Registrar Eberhart discussed with council the summary of amendments that are proposed to the *Health Professions Act* during the fall sitting of the legislature including orphan records, pharmacy technicians and standards enforcement. Council expressed concern about proposed changes that might impose new responsibilities and liabilities on the College to address orphan records. Council expressed a desire to limit the College’s potential liability in this area, and to seek the ability to “fine” members who abandoned records.

4. Consent Agenda

4.1. Report from the Registrar

MOTION: That council accepts the consent agenda as circulated.

MOVED BY Donna Galvin/SECONDED BY Catherine McCann/CARRIED

5. Miscellaneous Business for Council’s Consideration

5.1. CPSA – Proposed Standards of Practice

Council received a draft copy of the proposed Standards of Practice for Physicians, including a copy of the CMA Code of Ethics. Council suggested that the Registrar, amongst other things, address the importance of “indications for use” to be included on all prescriptions, drug sampling and collaboration in the college’s response during the consultation.

5.2. Update from FIP 2008- Basel, Switzerland

Registrar Eberhart and Past-President Dianne Donnan shared highlights from the 68TH FIP World Congress of Pharmacy and Pharmaceutical Sciences – “Reengineering Pharmacy Practice in a Changing World” - held in Basel, Switzerland from August 29 – September 4, 2008. There were over 2000 participants, representing 119 organizations, from over 100 countries, including 33 pharmacists from Canada. In their summary, they indicated that this experience did provide learning, and that it was most apparent that we were global leaders in the evolution of pharmacist practice and therefore had a lot to offer the rest of the world.

5.3. Letter of Support for Entry Level Pharm. D. Program

This letter was provided for information. In response, Dr. Pasutto provided council a summary of the steps that would need to be taken to bring this proposal to fruition.

6. Evaluation of Meeting

6.1. Self-Evaluation of Council Performance at this Meeting

President Siemens asked Council to complete the self-evaluation form and hand it in to Grace with expense forms.

6.2. Summary for Council Meeting Self-Evaluation – June 13, 2008

7. Adjournment

7.1. Next Meeting Dates

7.1.1. Next Council Meeting – December 12, 2008

Council would like to have a Christmas function following the council meeting on December 12, 2008 (similar to last year at River Cree Resort). Registrar Eberhart will have Grace inquire and see what is available.

7.1.2. Council Meeting – April 3, 2009

7.1.3. AGM – May 21-23, 2009

Registrar Eberhart briefly discussed with council the AGM being held at the Banff Springs Hotel on May 21, 2009. The evening of May 21st will be the opening ceremonies. On Saturday, there will be a number of sessions and two guest speakers. ACP will have a champagne celebration and the APEX Awards after closing ceremonies on May 23rd after 4:00 pm. ACP has planned for the council team members to stay overnight.

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

7.2. Closing Remarks - NIL

7.3. Adjournment

That this council meeting be adjourned (circa 4:28 p.m.)

Moved by Dianne Donnan