

**DRAFT MINUTES
COUNCIL MEETING
ALBERTA COLLEGE OF PHARMACY
September 18-20, 2019
Banff, Alberta**

1. Introduction

1.1 Call to Order

President Rajabali called the meeting to order at 5:17 p.m. Council considered its governance policy on Conflict of Interest (GP-8), and President Rajabali reminded Councillors to keep the governance policy front of mind during deliberations, and to ensure their “Conflict of Interest” form is current. Council reviewed the current disclosure requirements on the form. Registrar Eberhart indicated a review and update of the form will take place in the spring.

Council congratulated Don for receiving the Pharmacy Technician Society Association’s 2019 Professionalism Award.

Council met over the course of three days for strategic planning and a business meeting of council. The strategic planning session was facilitated by Laura Edgar from the Institute on Governance. The business meeting of Council convened on Wednesday, September 18, at 5:17 p.m. and adjourned at 6:49 p.m.

MOTION: to recess the business meeting of Council until Friday, September 20, 2019 at 8:00 a.m. Moved by **Irene Pfeiffer**/Seconded by **Peter Eshenko**/CARRIED

1.2 Roll Call

Registrar Eberhart called the roll and identified the following individuals in attendance:

- District 1 - Peter Macek
- District 2 - Peter Eshenko
- District 3 - Fayaz Rajabali (President)
- District 3 - Craig MacAlpine
- District 4 - Stan Dyjur (Past President)
- District 5 - Brad Couldwell
- District 5 - Judi Parrott
- District A - Don Ridley
- District B - Dana Lyons (President-elect)
- Public Member - Irene Pfeiffer (Executive Member at Large)
- Public Member - Carmen Wyton (September 18-19)
- Ex-Officio Member - Neal Davies, Dean, Faculty of Pharmacy and Pharmaceutical Sciences (September 18-19)

Absent

- Public Member - Christine Maligec
- Jadin Chahade - Student Representative, Faculty of Pharmacy and Pharmaceutical Sciences

Also in attendance:

- Greg Eberhart - Registrar
- Jeff Whissell - Deputy Registrar

- Kaye Moran - Deputy Registrar
- Lynn Paulitsch - Operations and Finance Director
- Leslie Ainslie - Executive Assistant
- Barry Strader - Communications Director
- Zoltan Tougas – Information Management and Technology Director

1.3 Invocation

Don Ridley read the invocation.

1.4 Adoption of the Agenda

1.4.1 Consent Agenda

Council reviewed the Consent Agenda material submitted under Agenda Items 1.4.1.1 and 1.4.1.2.

1.4.1.1 Policy Decisions

Council received a report from the Registrar on policy decisions since the last meeting of council.

MOTION: to approve the Consent Agenda report on policy decisions as presented by Registrar Eberhart.

Moved by **Stan Dyjur**/Seconded **Dana Lyons**/CARRIED

1.4.1.2 Reports for Information

Council received miscellaneous reports for information.

MOTION: to accept the Consent Agenda information reports as presented by Registrar Eberhart.

Moved by **Brad Couldwell**/Seconded by **Peter Eshenko**/CARRIED

1.4.2 Additions to the Agenda

1.4.2.1 Influenza committee update

Councillor Craig MacAlpine represents Council on Alberta Health's Immunization Committee. He shared that supply for this year's flu season is a bit of a concern but everyone should have access to the vaccine. The official start date for flu shots is October 21st however as soon as pharmacies have the product they can administer it to patients, even if it's prior to this date. If a pharmacy uses up their supply prior to October 21st, they will not be able to order more before the official start date. He also indicated there was discussion about establishing a separate committee to address policies and programs related to other publicly funded vaccines.

MOTION: to accept the agenda as amended.

Moved by **Irene Pfeiffer** /Seconded by **Brad Couldwell**/CARRIED

1.5 Minutes from Previous Meetings

1.5.1 Minutes – June 10-11, 2019

MOTION: to approve minutes of the June 10-11, 2019 meeting of council as presented.

Moved by **Brad Couldwell**/Seconded by **Judi Parrott**/CARRIED

1.5.2 Minutes – June 13, 2019 Teleconference

MOTION: to approve minutes of the June 13, 2019 teleconference meeting of council as presented.

Moved by **Peter Macek**/Seconded by **Don Ridley**/CARRIED

1.5.3 Ratification of e-Ballot – June 26, 2019

MOTION: to ratify the June 26, 2019 e-Ballot of council.

Moved by **Brad Couldwell**/Seconded by **Dana Lyons**/CARRIED

1.5.4 Ratification of e-Ballot – July 10, 2019

Councillor Judi Parrott abstained from voting due to a conflict.

MOTION: to ratify the July 10, 2019 e-Ballot of council.

Moved by **Stan Dyjur**/Seconded by **Dana Lyons**/CARRIED

Abstained: Judi Parrott

1.5.5 Minutes – August 20, 2019 Teleconference

MOTION: to adopt minutes of the August 20, 2019 teleconference meeting of council as presented.

Moved by **Peter Macek**/Seconded by **Craig McAlpine**/CARRIED

1.6 Disposition of Directives

The Disposition of Directives was provided for information. President Rajabali invited questions; however, none arose.

MOTION: to accept the Disposition of Directives as information.

Moved by **Brad Couldwell**/Seconded by **Don Ridley**/CARRIED

1.7 In Camera – NIL

2. Generative

NIL

3. Strategic

3.1 Ownership Linkage -Engagement with Albertans since Last Meeting

Council shared insights about their engagement with the public and registrants since our last meeting.

- President Rajabali, Past-President Dyjur and Registrar Eberhart shared insights from recent pharmacy visits in Central Alberta and Edmonton. They observed differences in the needs of rural Albertans, and therefore differences in the practices from urban Alberta. They were very encouraged to see practices that focused on the patient instead of processes and quotas. It was encouraging to see pharmacy technicians integrated into practice. Leading practices consistently had strong leadership from the licensee and active participation with other team members
- There is concern from pharmacists that insurers are permitted to identify preferred providers, to which their clients are directed.

- Council discussed the roles of unregulated individuals working in pharmacy's... noting that responsibility lies with the supervising pharmacist or pharmacy technician, and providing that direct supervision occurs they can perform any function unless otherwise restricted by standards.
- Pharmacists have the ability to provide care to the community. Patients value this care especially for those that require chronic care or are in remote communities. Pharmacists can support a patient throughout their healthcare journey through multiple visits compared to one visit to for example, their doctor.
- Issues and concern with mental health continue to rise. There is a significant gap... patients are isolating. Simply asking monitoring questions can open the dialogue and can improve health outcomes. Going through the assessment with patients is the cornerstone of the profession.
- Pharmacists need to consistently exercise critical thinking and judgement in a manner that adds value to each patient's experience, otherwise public expectations will wane and not change
- Inconsistency of practice still an issue. ACP needs to advocate practicing to scope in order to meet the needs of the community and stay relevant within the health system.
- Concern was expressed that pharmacy technicians are only finding part-time work in the community, and in some cases employers are hiring them as "assistants" rather than as pharmacy technicians
- Council Members attending the recent PTSA conference observed the following themes:
 - Pharmacy technicians owning their practices
 - leadership in the dispensary
 - direct supervision
- Council Members were encouraged to ask members of the public about what they experience in pharmacy practice, and what their impressions of the profession is.

3.2 Council Plan 2019-2020

Council reviewed a DRAFT plan for Council's business during the 2019-20 term. The plan provides a "roadmap" for Council's business over the next year. The plan is a living document that will change with the evolution of issues and input from Council over the council term. The plan may be influenced by readiness, government, and environmental issues identified by Council.

MOTION: to accept the Council Plan for 2019-2020.

Moved by **Stan Dyjur**/Seconded by **Carmen Wyton**/CARRIED

3.3 Standards for Laboratory and Point of Care Testing

Amendments to ACP's Standards for Laboratory and Point of Care Testing were proposed by the Chief Medical Officer of Health last spring, specifically relating to 26(d) in relation to awareness and monitoring of Hepatitis C and risk of transmission of disease. ACP's Standard 15 speaks to this and provides a link to best practices that pharmacists and pharmacy technicians can be mindful of. Further to the request, Council approved draft amendments to the standards for the purpose of a 60 day consultation. The consultation period concluded on June 10; however, prior to the June council meeting, a written response had not yet been received from the Minister of Health. The amended standards of practice clarify the responsibility of pharmacist for reporting "reportable diseases" and states that pharmacists

that are conducting Point of Care Testing must advise the patient if the testing is being performed for screening or for diagnostic purposes. ACP's Pharmacy Practice Consultants will bring awareness of what types of testing is happening during practice visits. Council approved the amended standards for Laboratory and Point of Care Testing.

MOTION: to approve the Standards for Laboratory and Point of Care Testing.

Moved by **Peter Macek**/Seconded by **Don Ridley**/CARRIED

3.4 Standards for Distance Delivery

ACP has commenced a project to develop standards for the distance delivery of pharmacy services, including both clinical and distributive functions. This is important due to the evolution of new technologies and practice models that are rapidly emerging. Historically, distance delivery has been happening for some time however generally restricted within Alberta. In recent years, technology has been a facilitator and driver to deliver care at a distance both in and out of province. The impact of distant delivery technology will be felt across Canada. NAPRA has established a working group to address the interjurisdictional delivery of pharmacy services. Deputy Registrar Whissell sits on the committee and has engaged with CPSA to work on common issues with a goal to collaborate for distance delivery of care in rural Alberta. Alberta Health has started a rural/distance delivery of care committee as well.

Standards will be developed to support collaboration while protecting the patient, the health system and the public. The standards for distance delivery will need to first and foremost establish what is good delivery of care. Council began deliberation about the following key issues:

1. Professional relationships – what is a professional relationship between a patient and the pharmacists or pharmacy technician. Can a regulated member form a professional relationship without seeing the patient first?
2. Can quality care be delivered at a distance routinely or only when needed or in an emergency?

Council observed that professional relationships with patients are the foundation to patient care in pharmacy practice. Where possible, care may be best provided in person; however, there are times when this is not possible or appropriate. The standards for distance delivery must anticipate and accommodate a diversity of patient needs and situations.

Deputy Registrar Whissell will consider Council's feedback and bring additional information for discussion in December, along with draft principles that accommodate diverse patient needs, to guide the development of DRAFT standards for distance delivery. He observed that one policy may not fit all needs. It is likely that standards will need to be supported by interpretive guidelines.

3.5 Registration Policies Respecting International Pharmacy Graduates

In the spring of 2019, Council was presented short, mid and long-term alternatives to better prepare international pharmacy graduates (IPGs) for practice in Alberta. Short term alternatives have been analyzed and none have been identified to be feasible at this time; therefore Council discussed some mid and long-term solutions anticipated within ACP's developing strategic plan. Deputy Registrar Moran presented Council with an analysis of IPG registration data from the past 5 years(see Appendix A). The number of IPGs has nearly doubled, increasing from 18 per cent of individuals on the clinical pharmacist register, to 32 per cent. Most new pharmacies licensed during this period involve an IPG as either licensee,

proprietor, or the proprietor's agent. The key findings in the report quantified the "anecdotal information" previously discussed about the risks and issues around licensing and the practice of IPGs.

Council agreed that it doesn't seem reasonable or a good use of resources for IPGs to use Alberta as a gateway to enter Canadian practice. However, ACP needs to fulfill its responsibilities to make sure that those that are admitted to the clinical register are truly able to practice in Alberta. This may require additional programs to enhance learning about professionalism, the Alberta and Canadian healthcare systems, and pharmacy practice in Alberta. Following are some questions and observations made during Council's reflection on this issue:

- Should ACP consider an assessment tool before IPGs apply to the Pharmacy Examining Board of Canada (PEBC).
- Prepare preceptors to evaluate provisional candidates and be prepared to identify those not ready to practice.
- Both increase the number and standardization of preceptors through training and mentoring.
- PT Evaluating Exam was designed to support bridging. While the demand for the current program is low, should it be retained to support bridging of international PT's in the future?
- Should ACP reallocate resources to intentionally review the practices of these individuals to see how they are performing and to provide an environmental scan.
- Can ACP's Pharmacy Practice Consultants, document their observations about how non-domestic registrants are practicing.
- It is a concern that ACP is still getting so many applicants that imminently transfer to other provinces. This is tied directly to other provinces having bridging programs. Council considered if it is time for a bridging program, and if so how will it be facilitated? Should it be with the Faculty? Could they use the same assessments as they do in the Faculty of Medicine? Should ACP escalate the program? ACP should assess the readiness of the Faculty and research other colleges.
- ACP should meet with the Faculty of Pharmacy and Pharmaceutical Sciences to share information about the current gaps to support the teaching of new practitioners.
- IPGs need to be assessed through the Structured Practical Training program or an OSCE type assessment.
- Should ACP introduce a "graduated" practice permit, where the first year must be under direct supervision (supervisor selected by ACP), then if they are not any issues they can practice.
- Should there be rules around how long new clinical registrants must practice before becoming a pharmacy licensee?
- Seek legal counsel about prescribing practice conditions that are legally fair and defensible. If a condition is prescribed there would need to be a reason and a way to inform the individual what they need to do to have the condition(s) removed.

Council will continue its discussion at the December meeting. In the meantime, Deputy Registrar Moran will arrange a meeting with President Rajabali, Registrar Eberhart, Dean Davies and Dr. Jill Hall. Registrar Eberhart will engage Shores Jardine LLP about practice conditions and graduated practice permits.

3.6 Memorandums of Understanding with the Pharmacy Examining Board of Canada (PEBC) and the Canadian Council for Accreditation of Pharmacy Programs (CCAPP)

The Pharmacists and Pharmacy Technicians Regulation (S3(1)(a)/3.1(1)(a)) indicates that pharmacists and pharmacy technicians must complete programs of study approved by the Council. Council approved programs delivered by Canadian universities or colleges that have been accredited by the Canadian Council on the Accreditation of Pharmacy Programs (CCAPP). Sections 3 and 3.1 of the regulations require that candidates must pass examinations approved by the Council. One of the examinations that Council has recognized and requires at entry to practice is administered by the Pharmacy Examining Board of Canada (PEBC).

The National Association of Pharmacy Regulatory Authorities (NAPRA) has proposed that the Pharmacy Regulatory Authorities (PRA) enter into a memorandum of understanding (MOU) or memorandum of agreement with both CCAPP and PEBC, as part of an accountability framework, with the intent to facilitate ongoing relationships between its members and each of these organizations. PRA legislation differs from province to province however there is a degree of commonality. Council agreed that ACP is responsible for entry to practice and will not delegate its authority.

Upon review of the documents submitted by NAPRA, Council agreed with ACP's legal counsel that the memorandum of understanding needs a non-binding clause otherwise there could be risk associated with the MOU.

3.7 Faculty of Pharmacy and Pharmaceutical Sciences Research Project on Public Perceptions of Pharmacy, Presentation by Terri Schindel and Christine Hughes

While the scope of practice for Alberta pharmacists is over 10 years old, it is generally observed that community pharmacy practices across Alberta are "consistently inconsistent." ACP wants to explore this in order to support policies and programs to make patient experiences consistent with the scope of practice for pharmacists and pharmacy technicians in Alberta.

ACP commissioned Dr. Terri Schindel and Dr. Christine Hughes with the Faculty of Pharmacy and Pharmaceutical Sciences, to conduct research to better understand public perceptions about pharmacy practice in Alberta. Dr. Schindel and Dr. presented their findings from phase one of this qualitative research (see Appendix B). The researchers conducted 15 focus groups, including individuals of diverse backgrounds, health needs, and pharmacy experiences. Most of these were conducted in Edmonton, and two in rural communities within a 40-kilometre radius of Edmonton.

Public expectations about community pharmacy services are built upon what individuals and families regularly experience. Overall, public perceptions about pharmacy practice are positive; however, understanding the context of this is important. In general, Albertans see pharmacists as knowledgeable, helpful, friendly, accessible and caring. They see pharmacists as informing and collaborative with other members of their healthcare team. Many go to their physician, then the internet, and finally their pharmacist for advice. The public perceived the environment of the pharmacy itself as a key element of community pharmacy services provided. Equally important were the personal relationships enjoyed with their pharmacist.

The researchers noted that some individual's perspectives changed as they became more involved in the focus groups. Experiences and expectations of immigrants differed depending on their country of origin.

Many are still learning about the roles of pharmacists in Alberta's health system; largely depending on what they have experienced. The results showed that the public is well acquainted with prescription, injections, and information related services however, segments of the public such as young adults that participated in the research had little awareness or exposure to pharmacy services such as comprehensive care planning.

Phase two of the research will broaden the sample size and accommodate deeper exploration of the preliminary findings. One of the limitations of phase 1, was limited participation by individuals aged 31-60 years. This group is typically highly engaged in health decisions made by families, and we should find ways to engage them more. Another group that it would be interesting to learn more from, are indigenous populations.

4. Fiduciary

4.1 ENDS and Executive Limitation Amendments

4.1.1 Registrar's Interpretation of Amended EL Policies

Council approved amendments to the following EL policies. The Registrar reviewed his interpretation of the policies, proposed amended administrative interpretations, and sought Council's approval.

- **EL-2 Staff Satisfaction**
- **EL-8 Conflict of Interest (to be considered with Agenda Item 4.2.1.3)**
- **EL-14 Partnerships and Stakeholder Relationships**

OMNIBUS MOTION: to approve amendments to the administrative interpretations for policies EL-2 Staff Satisfaction, EL-8 Conflict of Interest, and EL-14 Partnerships and Stakeholder Relationships.

Moved by **Stan Dyjur**/Seconded by **Dana Lyons**/CARRIED

4.1.2 Policy E-2 Resource Allocation – Priorities for 2020

Council approved the following priorities for 2020:

- Implement Standards for Compounding Non-Hazardous and Hazardous Sterile Preparations, and Standards for Pharmacy Compounding of Non-sterile Preparations as per the compliance deadline for each priority set by Council.
- Implement Pharmacy Licensee and Proprietor Education Program.
- Plan for a gap analysis to offer further insight into policies and programs to provide better assurance that international pharmacy graduates (IPGs) are qualified and able to practice successfully in Alberta.
- Continue development of the Information Management System (Merlin) to administer/manage basic requirements for core programs: registration, competence, professional practice, complaints resolution.
- A limited practice rollout of a "Practice Improvement Program" will be completed with at least twelve registrants.

- Gap analysis, policy analysis and development of proposed amendments to Pharmacy and Drug Regulations and the Pharmacists and Pharmacy Technicians Profession Regulations.
- Develop a plan to review and redevelop the Structured Practical Training programs (SPT) for provisional registrants.

Registrar Eberhart indicated that regulatory amendment will need to be prioritized, as we need to capitalize on the limited time provided by government's agenda. The college will need to consider what we can do to mitigate the number and extreme nature of formal complaints. Registrar Eberhart will consider alternatives to managing legal expenses, including but not limited to studying the feasibility of "in house" legal counsel, and "going to market" to secure legal counsel to provide independent counsel to Hearing Tribunals.

MOTION: to approve the priorities for 2020.

Moved by **Judi Parrott**/Seconded **Don Ridley**/CARRIED

4.1.3 EL- 3 Financial Planning - DRAFT 3-Year Business Plan and Budget 2020

Registrar Eberhart presented the DRAFT 3-year business plan and budget for 2020. He sought direction about any changes that Council might propose so that changes can be considered in preparation for the final budget and 3-year business plan that will be presented to Council for final approval in December. He also sought a motion to approve an increase in pharmacy license fees, that will require a 60 day consultation with registrants prior to final approval. Council did not request any changes to the 3-year business plan or budget for 2020.

Council requested that the Registrar readdress the "non-compliance" fee. In the future, Council suggested considering fees (at least cost recovery) that correspond to the "utility" that is required by certain groups to achieve the compliance expected of them. Council also asked that ACP administration monitor the resources invested in activities and programs, and ensure that our revenues are structured to balance them.

MOTION: to approve an increase in pharmacy license fees for the purpose of a 60 day consultation

Moved by **Judi Parrott**/Seconded by **Irene Pfeiffer**/CARRIED

4.2 Compliance Monitoring and Reports

4.2.1 Executive Limitations (EL) – Compliance Reports

Reports from the Registrar were provided for the following Executive Limitation policies.

4.2.1.1 EL-4 Financial Condition – Internal

Council received Internal Financial Statements and Variances for the month ending June 30, 2019.

MOTION: that the Registrar's compliance report on EL-4 Financial Condition of the College be approved.

Moved by **Brad Couldwell**/Seconded by **Don Ridley**/CARRIED

4.2.1.2 EL-5 Insurance

OMNIBUS MOTION: to approve amendments to EL-5 Insurance.

OMNIBUS MOTION: that the Registrar's compliance report on EL-5 Insurance be approved.

4.2.1.3 EL-8 Conflict of Interest

OMNIBUS MOTION: that the Registrar's compliance report on EL-8 Conflict of Interest be approved.

4.2.1.4 EL-13 Information Management

OMNIBUS MOTION: that the Registrar's compliance report on EL-13 Information Management be approved.

OMNIBUS MOTION: that the motions tabled under agenda items 4.2.1.2, 4.2.1.3, and 4.2.1.4 be approved

Moved by **Peter Eshenko/Seconded by Don Ridley/Carried**

4.2.2 Governance Policies (GP) – Compliance Reports

Governance Policies (GP policies) define how Council conducts itself. Council reviewed the following governance policies, reflecting on its compliance with each policy.

4.2.2.1 GP-2 Serving the Public Interest

OMNIBUS MOTION: that Council is in compliance with GP-8 Code of Conduct.

4.2.2.2 GP-8 Code of Conduct

Council reflected on the following questions during this discussion:

- Council Members should periodically step back and reflect on issues through the eyes of the public
- Does Council become too internally preoccupied?
- is Council proactive enough?

OMNIBUS MOTION: that Council is in compliance with GP-8 Code of Conduct.

4.2.2.3 GP-9 Investment in Governance

OMNIBUS MOTION: that Council is in compliance with GP-9 Investment in Governance.

OMNIBUS MOTION: that the motions tabled under agenda items 4.2.2.1., 4.2.2.2 and 4.2.2.3 be approved

Moved by **Irene Pfeiffer/Seconded by Brad Couldwell/CARRIED**

4.2.3 Council-Registrar Relationship Policies (CR) Compliance Reports

Council-Registrar Policies (CR) define the working relationship between the Council and the Registrar. Council reviewed policy CR-2 Direction from Council and CR-3 Accountability of the Registrar and reflected on its compliance with the policies.

4.2.3.1 CR-2 Direction from Council

See OMNIBUS MOTION under 4.2.3.2

4.2.3.2 CR-3 Accountability of the Registrar

OMNIBUS MOTION: that Council is in compliance with CR-2 Direction from Council and CR-3 Accountability of the Registrar.

Moved by **Stan Dyjur**/Seconded by **Don Ridley**/CARRIED

4.3 Hearing Tribunal Decisions

4.3.1 Basel Alsaadi – Registration No. 9796

A copy of the Hearing Tribunal Committee decision was provided to Council for information.

4.3.2 Doreen Chow – Registration No. 5368

A copy of the Hearing Tribunal Committee decision was provided to Council for information.

4.3.3 Shereen Elbayony – Registration No. 9612

A copy of the Hearing Tribunal Committee decision was provided to Council for information.

4.3.4 Mohamed Haggag – Registration No. 11654

A copy of the Hearing Tribunal Committee decision was provided to Council for information.

4.3.5 Kevin Hill – Registration No. 4267

A copy of the Hearing Tribunal Committee decision was provided to Council for information.

4.3.6 Si Huu Nguyen – Registration No. 4718

A copy of the Hearing Tribunal Committee decision was provided to Council for information.

4.3.7 Pashupati Raut – Registration No. 14142

A copy of the Hearing Tribunal Committee decision was provided to Council for information.

4.3.8 Leanne Rogalsky – Registration No. 4260

A copy of the Hearing Tribunal Committee decision was provided to Council for information.

4.3.9 Harsh Shah – Registration No. 13345

A copy of the Hearing Tribunal Committee decision was provided to Council for information.

OMNIBUS MOTION: to approve the reports from the Hearing Tribunals as information.

Moved by **Dana Lyons**/Seconded by **Judi Parrott**/CARRIED

4.4 Honorary Life Terms of Reference

At the June 2, 2019 teleconference meeting of council, Council requested that the Terms of Reference (TOR) for Honorary Life Membership be reviewed at the fall council meeting. Subsequent to its review, Council asked that for clarity, the definition of “*distinguished service*” be highlighted within the TOR.

5. Evaluation of Meeting

Council reflected on Council's and their personal performance at this meeting.

5.1 Summary of Results for the June 10-11, 2019 Council Meeting

A summary of the June 10-11, 2019 council meeting evaluations was circulated with the agenda for information. Council reviewed its self-evaluation of the June meeting, discussing strategic goals and agreed that Council was both reactive and proactive to current issues and trends.

5.2 Self-Evaluation of Council Performance at this Meeting

President Rajabali reminded Council Members to complete the electronic meeting survey for collation and review at the December council meeting. Council will receive an email from Leslie Ainslie immediately following the meeting providing access to the electronic meeting evaluation form. He reminded and thanked Council for including their written comments supporting their evaluations. Council considered if the evaluation for should be amended but agreed not to do so at this time.

6. Adjournment

6.1 Forthcoming Events and Council Meeting Dates

- December 11-12, 2019 - Council Meeting, Edmonton
- April 2-3, 2020 - Council Meeting, Edmonton
- April 2, 2020 (evening) - APEX Awards, Edmonton
- April 3-April 4, 2020 - Leadership Symposium, Edmonton
- June 9-10, 2020 - Council Meeting, Edmonton
- June 10, 2020 - Celebration of Leadership/Installation of the President, Edmonton
- June 10-12, 2020 - Annual Leadership Forum, Edmonton

6.2 Adjournment

The meeting was adjourned circa 1:08 p.m.

Moved by **Peter Macek**