

MINUTES
VIDEOCONFERENCE MEETINGS OF COUNCIL
ALBERTA COLLEGE OF PHARMACY
June 11, 2020

1. Introduction

1.1 Call to Order

President Rajabali called the videoconference meeting to order at 8:31 am. He welcomed Navjot Singh, the Alberta Pharmacy Students' Association (APSA) student representative to Council, and Laura Edgar with the Institute on Governance. He extended appreciation to Kent Scruggs, ACP's Senior Systems Administrator for providing technical support to facilitate the videoconference meetings of council. He thanked Council Members for their availability and contributions to Council and registrants during the COVID pandemic.

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
- Ex-Officio Member - Neal Davies, Dean-Faculty of Pharmacy and Pharmaceutical Sciences
- Ex-Officio Member - Terra Young, Representative-Accredited Pharmacy Technician Colleges in Alberta
- Ex-Officio Member - Navjot Singh, APSA Student Representative-Faculty of Pharmacy and Pharmaceutical Sciences

Absent:

- Public Member - Christine Maligec

Also in attendance:

- Greg Eberhart - Registrar
- Kaye Moran - Deputy Registrar
- Jeff Whissell - Deputy Registrar
- Lynn Paulitsch - Operations and Finance Director
- Leslie Ainslie - Executive Assistant
- Barry Strader - Communications Director
- Kent Scruggs – Senior Systems Administrator
- Laura Edgar – Institute on Governance (8:15-9:30 am)

1.3 Invocation

Councillor Peter Macek read the invocation.

1.4 Adoption of the Agenda

1.4.1 Additions to the Agenda

MOTION: to adopt the agenda as amended.

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

1.4.1.1 Application for Review of Decision of the Competence Committee

At the April 3, 2020 meeting of council, a Panel of Council was appointed to consider a request to review a decision of the Competence Committee in the matter of Competence Case No. 10085. The Panel of Council included Councillors Stan Dyjur, Judi Parrott, and Carmen Wyton. Subsequently, the registrant, has not met the requirements to request an appeal, therefore Council was asked to rescind the motion.

MOTION: to rescind the motion appointing a panel of council to consider the request to review a decision of the Competence Committee in the matter of Competence Case No. 10085.

Moved by **Irene Pfeiffer**/Seconded by **Dana Lyons**/CARRIED

1.5 Minutes from Previous Meetings

1.5.1 Minutes – April – May 2020

MOTION: to approve minutes of the April 3, April 17, May 8 and May 27, 2020 videoconference meetings of council as presented.

Moved by **Carmen Wyton**/Seconded by **Peter Eshenko**/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 **Dana Lyons**/Seconded by **Stan Dyjur**/CARRIED

2. Generative

2.1 NIL

3. Strategic

3.1 Strategic Planning, Facilitated by Laura Edgar

Council continued its work toward completing its next 5-year strategic plan. Through generative and strategic discussions over the past eighteen months, Council identified mega trends that are significant to ACPs global environment and long-term future. Council also identified shorter term strategic issues important for ACP to address in the short-midterm. These discussions provided the foundation for determining the strategic plan's goals, objectives and definitions of success defined by Council at the September and December 2019 meetings. Subsequently at the request of Council, the Working Group has refined each of these to bring clarity and alignment amongst them. Engagement has also occurred with registrants at meetings held across Alberta. It was observed that registrants identified with, and were quite supportive about the themes of each goal.

The Working Group also reviewed the first DRAFT of risks and critical success factors identified by Council. It gave further consideration to the potential impact of the COVID-19 pandemic on the plan. It determined that while it was a significant risk, it should not change the goals and objectives of the college. Council will engage in further discussion about the risk framework at the June 24, 2020 strategic planning meeting of council.

Laura Edgar, with the Institute on Governance, has supported Council through the development of the strategic plan. Laura guided Council through its final review of the goals, objectives and statements of success. A question arose whether the wording of the fifth goal could be stated more positively without impacting the intent of the goal. Council concluded that although the tone of the goal is different than the others, it accurately addresses a reality and the intent of Council. Council reached consensus that the five goals and supporting objectives provide clarity about what the college will do to achieve the statements of success over the next 5 year period.

MOTION: to approve the introduction, preamble, goals, objectives and definitions of success for the Alberta College of Pharmacy's 5-year strategic plan for 2021-2025.

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

3.2 **Role of ACP in Awards Programs**

The role of regulatory authorities in awards programs is an emerging and growing discussion. Council received an article from "Grey Areas", a publication of Richard Steinecke (Ontario) who is renowned nationally in administrative law. The article argues there is substantive risk to regulatory colleges involved in awards programs. Registrar Eberhart shared that several Canadian colleges of pharmacy have discontinued a role in awards programs, leaving this to their advocacy associations. ACP has encountered several situations in recent years, where the conduct of an award winner has been investigated by the Complaints Director, and additional action required including but not limited to consideration by a Hearing Tribunal.

Following are some of the thoughts shared during this exploratory discussion:

- The decision as to whether a regulator has a role in recognizing excellence and presenting awards is a discussion about "culture",
- Recognizing and celebrating excellence is part of leadership,
- How do awards relate to our vision, mission, and values,
- It is healthy for ACP to review the scope of awards and the terms of reference for awards that it sponsors and supports,
- It is easy to take a position that ACP should not be involved in awards, but that is not necessarily the right decision,
 - ACP should focus on the right road, not the low road,
- This discussion must be wholistic and consider opportunity, not simply risk,
- New graduates are able to identify with vignettes of award winners, providing inspiration and aspiration about their potential as they embark on their professional journey,
- ACP should learn more about what other colleges are doing,
- Awards do not stand alone within ACP's business; they are a tool important to achieving our vision,
- ACP needs to critically review the nomination, selection, and decision making processes for determining award winners,

- Our issue is not whether we should be involved in awards, but rather ensuring that we are receiving the right nominations and making the right decisions about who should receive awards,
- Student awards are good because they enlighten new leaders in pharmacy; and there is little risk of bias or conflict in the college's role in presenting them,
- The presentation of awards is a "means" to fulfilling a regulators role, not an "end",
- After ACP reviews the scope and terms of reference of awards that it may continue to be involved in; then it should consider whether it should consider its partnership with other organizations in sponsoring/presenting awards.

Recognizing there is a balance to governing the profession as a regulatory body, and advocating and supporting leadership; Council reached consensus that there was value and minimal risk for ACP to continue to invest in awards programs that acknowledge achievements and pharmacy's contributions to communities in Alberta.

CONSENSUS: that ACP review the scope and terms of reference of awards outlined in governance policy GP-14 Criteria for Awards. The review should consider the relevance of each award to ACP's vision, mission, and values; processes for nomination, selection and decisionmaking; and consideration about partnerships that ACP might consider in an awards program.

4. Fiduciary

4.1 Business of Council

4.3.1 Nominating Committee Report, Election of Executive Committee Members

The Nominating Committee presented its report for the slate of candidates for the election of the Executive-Member-at-Large to the Executive Committee, for the 2020-2021 council term. Candidates had the opportunity to address Council, and Council Members were invited to ask questions of candidates nominated for the position. Registrar Eberhart served as returning officer for the election. The election process was facilitated virtually through Zoom's polling platform.

MOTION: to accept the report of the Nominating Committee.
Moved by **Dana Lyons**/Seconded by **Peter Macek**/CARRIED

MOTION: that Council approves the recommendations of the Nominating Committee.
Moved by **Craig MacAlpine**/Seconded by **Peter Eshenko**/CARRIED

MOTION: that Irene Pfeiffer be appointed as President-elect for the 2020-2021 council term; commencing July 1, 2020.
Moved by **Carmen Wyton**/Seconded by **Dana Lyons**/CARRIED

4.1.2 Corporate Appointments

Council considered and approved the following recommendations for corporate appointment for the 2020-2021 council term.

4.1.2.1 Legal Counsel

MOTION: that the legal firm of Shores Jardine LLP, be appointed as ACP's legal counsel for the 2020-21 council term; and that Mr. Jim Casey from Field Law LLP, and Mr. Fred Kozak from Reynolds Mirth Farmer, be appointed as legal advisors to ACP's Hearing Tribunals.

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

4.1.2.2 Auditors

MOTION: that the accounting firm of KPMG LLP be appointed as ACP's auditors for the 2020-21 council term.

Moved by **Dana Lyons**/Seconded by **Irene Pfeiffer**/CARRIED

4.1.2.3 Banking Institution

MOTION: that TD Canada Trust be appointed as ACP's financial institution for the 2020-21 council term.

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

4.1.2.4 Investment Counsel

MOTION: that Scott Ponich from TD Waterhouse be appointed as ACP's investment counsel for the 2020-21 council term.

Moved by **Dana Lyons**/Seconded by **Peter Macek**/CARRIED

4.1.2.5 Signing Authority

MOTION: that Greg Eberhart, Kaye Moran, Jeff Whissell, Lynn Paulitsch, Fayaz Rajabali, and Dana Lyons be granted signing authority on behalf of the College for the 2020-21 council term. All cheques require two signatures and for cheques issued over \$15,000, one of the two signatures must be that of the Registrar or one of the Deputy Registrars.

Moved by **Peter Eshenko**/Seconded by **Craig MacAlpine**/CARRIED

5. Adjournment

5.1 Forthcoming Events and Council Meeting Dates

- June 24, 2020 - Videoconference Meeting of Council, 8:00 am-1:00 pm
- June 25, 2020 - Videoconference Meeting of Council, 8:00-11:00 am, and 1:00-4:30 pm
- September 30-October 2, 2020 - 1.5 day Council Meeting, 1.5 day Board Development, Banff
- November 26-27, 2020 - 2 day Council Meeting, Edmonton
- November 27-28, 2020 - ACP Leadership Symposium, Edmonton

5.2 Adjournment

MOTION: to adjourn the June 11, 2020 meetings of council circa 10:34 a.m.

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