

MINUTES
VIDEOCONFERENCE MEETINGS OF COUNCIL
ALBERTA COLLEGE OF PHARMACY
September 30, 2020

1. Introduction

1.1 Call to Order

Council met over the course of two days for a business meeting of council and board development. On September 30th, President Lyons called the meeting to order at 8:16 a.m. She welcomed pharmacy student observers Kelly Tuen and Zahra Daman. President Lyons congratulated Lynn Paulitsch, Director of Finance and Operations for 20 years with the college, recognizing her significant contributions to ACP, registrants and Albertans. She asked Council Members to reflect on governance policy GP-8 Conflict of Interest. In the afternoon, President Lyons welcomed Darcy Stann, Senior Advisor, Regulatory Affairs-West for PrescribeIT for his presentation to Council. The business meeting of Council adjourned at 4:00 p.m.

1.2 Roll Call

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

- District 1 - Peter Macek (President-Elect)
- District 2 - Patrick Zachar
- District 3 - Fayaz Rajabali (Past-President)
- District 3 - Craig MacAlpine
- District 4 - Stan Dyjur
- District 5 - Judi Parrott
- District 5 - Shereen Elsayad
- District A - Don Ridley
- District B - Dana Lyons (President)
- Public Member - Irene Pfeiffer (Executive-Member-at-Large)
- Public Member - Christine Maligec (8:16am-3:00pm)
- 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

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
- Brad Couldwell – Past President
- Observers – Pharmacy Student Kelly Tuen and Zahra Daman (8:16-11:30 am)
- Darcy Stann – Senior Advisor, Regulatory Affairs-West for PrescribeIT (3:15-4:00pm)

1.3 Invocation

Councillor Shereen Elsayad read the invocation.

1.4 Adoption of the Agenda

1.4.1 Consent Agenda

1.4.1.1 Policy Report

MOTION: to lift the report about “COVID testing” from the Consent Agenda.

Moved by **Irene Pfeiffer**/Seconded by Christine Maligec/**CARRIED**

Alberta Health recently enhanced their automated processes for informing Albertans of COVID-19 test results. Albertans can choose to be informed about their COVID-19 test results through an automated call or automated text message. Albertans who have registered with MyHealth.Alberta may also directly access their COVID-19 test results through this portal. These methods of obtaining COVID-19 test results are available for patients who receive asymptomatic COVID-19 testing from pharmacists. As a result, it is proposed that these methods of obtaining COVID-19 test results should be considered by pharmacists as in keeping with Standard 17 above if the test result is negative. Standard 17 states:

- A pharmacist who interprets a laboratory test or conducts a POCT must*
- a. advise the patient if the test is meant for diagnostic or screening purposes,*
 - b. advise the patient of the results, and*
 - c. take appropriate action based on the results of the test.*

Pharmacists are expected to interpret each COVID-19 test result as per Standard 16 which states the pharmacist must interpret the results of any laboratory tests the pharmacist orders or POCT the pharmacist orders or conducts. However, in the case of a negative result the pharmacist can rely on the above automated processes to inform the patient. When a positive COVID-19 test result is identified, the pharmacist is still expected to directly contact the patient to advise them of the result and take appropriate action including ensuring the patient is referred to the appropriate care. ACP will advise pharmacists of these requirements.

1.4.1.2 Updates

Councillor Dyjur shared that he appreciates the comments and feedback from the Pharmacy Practice Consultants provided in the Registrar’s updates and hopes this information about pharmacy practice is provided regularly.

OMNIBUS MOTION: to approve the Consent Agenda reports as presented by Registrar Eberhart.

Moved by **Christine Maligec**/Seconded by **Fayaz Rajabali**/**CARRIED**

1.4.2 Additions to the Agenda

There were no additions to the agenda.

MOTION: to adopt the agenda as circulated.

Moved by **Christine Maligec**/Seconded by **Judi Parrott**/**CARRIED**

1.5 Minutes from Previous Meetings

1.5.1 Minutes – June 24-25, 2020

Council reviewed the minutes of the June 24-25, 2020 meeting.

1.5.2 Minutes – June 30, 2020

Council reviewed the minutes of the June 30, 2020 meeting.

1.5.3 Minutes – August 10, 2020

Council reviewed the minutes of the August 10, 2020 meeting.

1.5.4 Minutes – September 18, 2020

Council reviewed the minutes of the September 18, 2020 meeting.

OMNIBUS MOTION: to approve minutes of the June 24-25, 2020, June 30, 2020, August 10, 2020 and September 18, 2020 council meetings.

Moved by **Christine Maligec**/Seconded by **Don Ridley**/CARRIED

1.6 Disposition of Directives

The Disposition of Directives was provided for information. President Lyons invited questions from Council.

MOTION: to accept the Disposition of Directives as information.

Moved by **Christine Maligec**/Seconded by **Don Ridley**/CARRIED

1.7 In Camera

NIL

2. Generative

Council met October 1, 2020 for a facilitated session to support further development of ACP's 5-year plan. Facilitated by Dr. Brian Woodward, Council focused its work on defining a "modern and relevant" practice framework; important insight to addressing Goal 2 in the plan.

3. Strategic

3.1 Ownership Linkage

3.1.1 Engagement with Albertans Since Last Meeting

The following issues were introduced and discussed during this forum:

- Council discussed the issues around capacity in pharmacies; especially during the pandemic, and how the public is responding to longer delays in service due to the increased expectations of pharmacy teams through these unprecedented times. General consensus was that the public is very aware of the increased responsibilities of pharmacy teams and appreciates the support and care they are receiving. Although workloads have been and continue to be excessive, pharmacy teams have stepped up to fill the voids where services normally provided by other health professionals have been disrupted. Despite this, capacity and fatigue may become an increasing issue

of concern. Success depends on optimizing the contributions of all members of the pharmacy team, and effective collaboration with other health providers. The virtual delivery of care will also be critical to sustaining services.

- Council requested that pharmacy teams be reminded about the importance of COVID cleaning protocols between patients. Although very time consuming, it is a very important step to providing care.
- The workload of pharmacists could be lightened by granting pharmacy technicians authority to administer drugs by injection.
- The lack of pharmacy technicians available to practice in community pharmacy continues to be concerning.
- Perhaps incorporating LPN's within the pharmacy team could increase the availability of injection services; especially during flu season. This would allow pharmacy technicians to perform their core roles well. If pharmacies aspire to be community health centers, broader thinking about the make-up of pharmacy teams is important.
- Pharmacy technicians should have been included in providing COVID testing from the beginning.
- COVID testing by pharmacists has supported patients to receive their test results in a timely manner to support Albertans during times of need and when time is of the essence.
 - Pharmacy technicians should have been included in providing COVID testing from the beginning.
- There are many barriers for patients seeking compounding services in community pharmacies in Edmonton, ie: having to wait a week while compounding is done in Calgary or being told to drive across town only to find out services are not provided or are very basic. This can be a logistical nightmare for seniors, those without transportation or rural patients. It was observed that the availability and accessibility to compounding services is increasingly inconsistent. While the standards will improve product quality, and personal safety; they will continue to impact the distribution system.
- Concern was also expressed about the number of compounding formulations that were being ordered, and whether these were evidence-informed and necessary? How might ACP engage with partners like Alberta Blue Cross to better understand the extent to which the demand for compounding services was warranted.

3.2 Council Plan 2020-2021

Council reviewed a DRAFT plan for Council's business during the 2020-2021 council term. The plan provides a "roadmap" for Council's business over the next year. The plan was modified to include more frequent, but shorter meetings of council that will be facilitated by Zoom. It also accommodates four half-day generative discussions, as follow-up to the October 1, 2020 board development session. Council recommended considering an in-person meeting in March to support work on the strategic plan if the COVID environment is conducive to this meeting format; and where possible, formalize engagement opportunities and discussions with academia particularly after the restructuring of council. Registrar Eberhart advised that 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 government and environmental issues identified by Council. Additionally, it accommodates

multiple opportunities for Council to engage with external presenters about emerging subjects.

Other observations/questions that arose for consideration included:

- What regulatory issues need to be considered to accommodate more interdisciplinary teams?
- Can we use ZOOM more effectively to optimize the council experience? Can we use chat rooms for small group discussions?
- What forums should ACP be involved in about Opioid Replacement Therapy?
 - Is there an opportunity to partner with municipalities?

MOTION: to accept the Council Plan for the 2020-2021 council year.

Moved by **Craig McAlpine**/Seconded by **Don Ridley**/CARRIED

3.3 Animal Health

3.3.1 Meeting with Minister of Health and Minister of Agriculture and Forestry

A meeting with the Ministers has been deferred twice; with a future date tentatively scheduled for October 19, 2020. This meeting is sentinel to achieving the legislative/regulatory amendments that ACP has proposed. If ACP is not able to meet with the Ministers in a timely fashion, these amendments could be pushed to the spring of 2021.

3.3.2 DRAFT Amendments to Standards of Practice for Pharmacists and Pharmacy Technicians

In mid-July, ACP commenced consultation on amendments to the Standards of Practice for Pharmacists and Pharmacy Technicians and supporting guidelines, with a closing date of September 15, 2020. Consultation was extended to registrants, stakeholders, plus provincial organizations involved in agribusiness and food production. ACP is not able to amend the standards now because the Minister of Health has not responded or provided direction to the department to accommodate the consultation. Council reviewed the feedback received from consultation.

There was substantive feedback, however four key themes were most prominent:

- Deficiencies in the knowledge and competencies of pharmacists in core sciences important to animal health that limit the potential of their clinical role for these patients.
 - The scope and role of pharmacy technicians.
 - The need to more clearly distinguish differences in pharmacy teams' role in providing care for human patients versus animal patients.
 - Concerns around pharmacists prescribing for animals.
 - The merit of distinguishing between companion and food-producing animals.
- Several respondents argued that regardless of the animal, the responsibilities of the pharmacist should be the same.

There was general concern about how the role of pharmacists and pharmacy technicians was positioned; with emphasis that this differed from their role with human patients.

3.4 PrescribeIT

PrescribeIT is an e-prescribing/communication solution being developed nationally through Health Canada and by extension Canada Health Infoway, a government not-for profit organization. TELUS is the current service provider. Darcy Stann, Senior Advisor Regulatory Affairs-West (PrescribeIT) provided Council with an overview of the PrescribeIT platform.

PrescribeIT facilitates the transmission of e-prescriptions and e-communication between prescribers and pharmacies; supporting safer and more effective medication management by enabling prescribers to transmit a prescription electronically between a prescriber's electronic medical records (EMR) to the pharmacy management system (PMS) of a patient's choice. Additional benefits of PrescribeIT include:

- a reduction of paper prescriptions,
- a reduction in the potential for fraud and abuse; particularly with narcotic and other controlled substances,
- the potential to improve continuity of care, ultimately resulting in better health outcomes,
- safeguarding of patient health data from commercial use,
- maintain an influence-free prescribing and dispensing environment for clinicians.

An increasing number of provinces have indicated their support for PrescribeIT, as have most major pharmacy chains and banners. Currently across Canada, 4523 pharmacies have enrolled with PrescribeIT. E-prescribing will have an increasing presence in pharmacy practice and is expected to be normalized in the future. The COVID pandemic may drive the increased use of e-prescribing platforms to support virtual care. Council will consider the implications and benefits of the PrescribeIT platform during deliberations about a "modern and relevant" practice framework.

Mr. Stann shared that:

- New Zealand is prohibiting the facsimile transmission of prescriptions by the end of the year 2000,
- the Saskatchewan government has expressed a desire to decrease the use of facsimile by 50% within healthcare,
- Great Britain is also considering means to decrease the use of facsimile transmission;
- COSTCO and Walmart are major pharmacy chains that have not yet signed on to use PrescribeIT, and
- ACCURO and Healthwatch platforms are schedule to complete compliance testing by June 2021

He also shared that 25 pharmacies and 12 medical clinics have been involved in piloting Prescribe IT in Lethbridge, Picture Butte, and Coaldale; and that as of September 29, 2020, Alberta Health had provided authority to broaden the use of Prescribe IT in Alberta.

Council expressed concern that while the system was to respect patient choice, it was not free of influence from prescribers. Concern that the autonomy of patient choice could not be ensured prospectively; only retrospectively.

3.5 International Pharmacy Technician Bridging Program

ACP policy requires that internationally educated pharmacy technicians (IPET) complete a bridging program; however at this time, a program does not exist. In December 2019, NAPRA discontinued its bridging program delivered by Selkirk College and an equivalent program is not available. An alternative has not been identified to fulfill this requirement.

There are five colleges in Alberta that offer accredited pharmacy technician programs, however none are able to offer a bridging program for IEPTs for various reasons including: only being able to offer classroom instruction; unable to offer modular components of their diploma program; unable to admit international students at their institution; and not interested in adapting their current courses to meet the needs of a bridging program.

As an interim alternative, it was recommended that IEPTs be required to complete one of the following courses, prior to applying for registration on ACP's provisional register:

1. Northern Alberta Institute of Technology (NAIT) IPHE101 Course "Orientation to Canadian Healthcare"; or
2. University of Toronto (U of T) Course 3645 "Canadian Health Care System, Culture and Context for Internationally Educated Healthcare Professionals",

Council was advised that the proposed policy currently impacts four candidates. While Council recognizes this as an interim measure, concern was expressed that this alternative does not adequately reflect the needs of a bridging program. That said, it was also recognized that a bridging program should be national in scope. Concern was also expressed about the national policy that some IPG candidates were using this as an interim route to seeking registration as a pharmacist. Review of this policy is being led nationally by PEBC.

Council agree to support the interim proposal; however, requested that the rules for the pharmacy technician SPT program be amended to reflect new policies adopted for pharmacists, and that these be brought forward for Council's consideration in December.

MOTION: to approve the NAIT and UofT courses as interim alternative requirements for internationally educated pharmacy technicians, pending the availability of a pharmacy technician bridging program. This will accommodate the four internationally educated pharmacy technicians (IEPTs) currently registered on the provisional register. ACP administration will:

- a) bring the discussion about the amended Structured Practical Training Program back to Council in December; and that
- b) ACP will communicate with PEBC to bring a sense of urgency and importance to the deliberation around whether IPGs should be able to enter the international pharmacy technician stream.

Moved by **Don Ridley**/Seconded by **Fayaz Rajabali**/CARRIED

4. Fiduciary

4.1. ENDS and Executive Limitation Amendments

4.1.1 Policy E-2 (Resource Allocation) – Priorities for 2021

Council considered the following priorities for 2021; the first three being new priorities and the remainder being an extension to priorities from 2020. Each of these priorities are aligned with the restructuring of council or ACP's 5-year strategic plan.

- Implement new governance structure, including on-boarding of new council members, orientation, and board development.
- Implement a government affairs strategy that engages Council and other key leaders with key elected members of government.
- Review and redefine Governance Matrix to better reflect ACP core business and ACP's new strategic plan.
- Complete implementation of 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.
 - Assessment and monitoring of pharmacies will occur on a prioritized basis.
 - Implementation and ensuring compliance by existing licensees will occur during the first half of 2021. Planning for revision of the program based on evaluation of the current program will occur throughout 2021.
- Complete initial development of IPG bridging program in partnership with Faculty of Pharmacy and Pharmaceutical Sciences.
- Begin implementation of the practice improvement program including referral criteria, rules, and other structures within the continuing competence program. The program will be developed iteratively through learning achieved in each case and evolution of the overall continuing competence program.
- Implement changes arising from amendments to the *Health Professions Act*.
- Implement changes arising from Fair Registration Practices Legislation and Labour mobility Legislation.
- Pursue government approval of legislative and regulatory amendments not approved in 2020.
- Conduct analysis on policies that Council identifies as being important to a relevant and modern practice framework.
- The Merlin Reignited project will complete all development, data migration, integrations and testing activity in 2021. The project will be 90% complete in 2021.
 - In 2022, the project will complete the testing of the software and training of the staff and launch Merlin Reignited within the first quarter.
- Complete an environmental scan of mandatory centralized reporting (anonymous) of medication errors and develop a plan for reporting to support quality improvement in pharmacy practices.
- Implement plan to restructure and redevelop the Standards for Pharmacist and Pharmacy Technician Practice and the Standards for Operating Licensed Pharmacies. Draft version of the SPPPT and the SOLP will be prepared for Council's approval for consultation by December 2021.

Council agreed to defer the review and redefining of the governance matrix to late 2021 or early 2022. Council emphasized that the most important priority should be “building council”; with a particular focus on on-boarding and orienting new council members. Registrar Eberhart will provide Council with the final priorities for 2021 for their review and approval at the December meeting.

4.1.2 EL- 3 Financial Planning - DRAFT 3-Year Business Plan and Budget 2021

Registrar Eberhart presented the DRAFT 3-year business plan and budget for 2021. 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.

ACP's financial projections are impacted by uncertainty in the rate of change in the number of regulated members, and rising costs associated with ensuring that pharmacists and pharmacy technicians practiced in a manner that was safe and in the public's interest. It was noted that previous councils had waived "COLA" increments on multiple occasions, and that the compounding effect of these decisions adversely impacted the college's future financial forecast. While cautious towards extraordinary fee increases, Council requested that the administration benchmark fees with other jurisdictions. This was seen as sentinel information to supporting recommended increases.

Council requested:

- Consultation with the auditors respecting the feasibility of rescinding the appropriated reserve of \$300,000 allocated for unforeseen administrative costs;
- Affirmation of revenues to be collected for the pharmacy licensee program;
- Benchmarking data from other provinces; and,
- Key messages for our communications plan to support any approved increases.

4.2 Compliance Monitoring and Reports

4.2.1 Executive Limitations Policies (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 a Statement of Variances for the month ending June 30, 2020.

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

Moved by **Irene Pfeiffer**/Seconded by **Don Ridley**/CARRIED

4.2.1.2 EL-5 Insurance

Registrar Eberhart sought Council's direction about the "Accidental Death and Dismemberment" insurance coverage for council members, and whether the amount of coverage is enough. The premium paid is considered a taxable benefit. Consensus was reached that the amount was enough. Council requested that ACP Administration inquire about extending the age limitation on coverage for ages 65-80.

MOTION: that the Registrar is in compliance with policy EL-5 Insurance.

Moved by **Peter Macek**/Seconded by **Christine Maligec**/CARRIED

4.1.1.1 EL-8 Conflict of Interest

MOTION: that the Registrar is in compliance with policy EL-8 Conflict of Interest.

Moved by **Irene Pfeiffer**/Seconded by **Fayaz Rajabali**/CARRIED

4.1.1.2 EL-13 Information Management

MOTION: that the Registrar is in compliance with policy EL-13 Information Management.

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

4.2.2.2 GP-8 Code of Conduct

4.2.2.3 GP-9 Investment in Governance

OMNIBUS MOTION: that Council is in compliance with governance policy GP-2 Serving the Public Interest, GP-8 Code of Conduct, and GP-9 Investment in Governance.

Moved by **Christine Maligec**/Seconded by **Fayaz Rajabali**/CARRIED

4.2.3 Governance Policies (GP) - Review

Further to their previous discussion in the spring, recent legislative amendments to the *Health Professions Act* invite Council to again reflect on ACP's role in sponsoring awards. Council previously reached consensus that ACP should not eliminate awards prior to reviewing each award with respect to its relevance to ACP's vision, mission, values, and mandate.

Governance policy *GP-14 Criteria for Awards*, identifies the awards that ACP grants and sponsors.

Registrar Eberhart shared new insight gained through engagement with Margaret Wing, CEO of the Alberta Pharmacists' Association (RxA) who jointly sponsors and facilitates the Alberta Pharmacy Excellence Awards (APEX Awards). Council agreed that ACP should not be a "co-owner" of the APEX Awards, and should nurture and support collaboration amongst pharmacy advocacy organizations to continue APEX awards. There may be more indirect means for ACP to support such a collaboration, without owning or sponsoring the awards; or participating in the selection of award winners. The Dean provided a history to many of the endowed awards; and asked Council to consider this rich relationship to the history of many of the awards. ACP should continue to celebrate leadership through sponsoring and awarding student awards, as well as the Honorary and Honorary Life awards. Council directed the Executive Committee to develop principles to support ACP's role in awards recognition.

4.2.4 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 in doing so reflected on its compliance with the policies.

4.2.4.1 CR-2 Direction from Council

4.2.4.2 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 **Christine Maligec**/Seconded by **Don Ridley**/CARRIED

4.3 DRAFT Bylaws to Accommodate Bill 30 – The Health Statutes Amendment Act

4.3.1 Report from the Executive Committee

At the direction of Council, the Executive Committee considered amendments required to the governance structure of ACP council resulting from amendments to the *Health Professions*

Act, through Bill 30, the *Health Statutes Amendment Act (spring 2020)*. The Act requires that all councils governing regulated health professions under the *Health Professions Act*, include 50% public members appointed by the Minister. In preparing the report, the Committee reviewed the legislation and ACP's bylaws. The report from the Executive Committee outlined the principles that guided its review, and criteria used to support the following recommendations.

1. That Council approve DRAFT bylaw amendments for the purpose of a 60 day consultation in keeping with the requirements for consultation under the *Health Professions Act*.
2. That Council should approve amendments to the bylaws prior to January 15, 2021; in advance of the next election cycle established in the existing bylaws.
3. That the revised council structure include 14 voting members; seven appointed by the Minister, and seven identified and selected from amongst regulated members of the college.
4. That the number of council members should include 5 pharmacists and 2 pharmacy technicians.
5. That council districts remain as they are currently defined.
6. That two existing pharmacist council positions should be repealed effective April 1, 2021; those being one position in Districts 3 (Edmonton) and one position in District 5 (Calgary); which are currently up for election in 2021.
7. That the identification of candidates for election to council should be competence/criteria based.
8. That the Nominating Committee should be charged with recommending a slate of regulated members to council for approval as candidates for election when an election is required.
9. That Council should not appoint any ex-officio positions.
10. That all existing appointed ex-officio positions be repealed effective April 1, 2021.

MOTION: to accept the findings and recommendations of the Executive Committee to restructure the governance structure of ACP to comply with amendments to the *Health Professions Act*.

Moved by **Christine Maligec**/Seconded by **Don Ridley**/CARRIED

4.3.2 DRAFT Bylaw Amendments

The Executive Committee proposed amendments to ACP's bylaws to accommodate compliance with new requirements of the *Health Professions Act*. The DRAFT amendments change the number of elected pharmacists and appointed public members on the council, the role and responsibilities of the Nominating Committee, the nomination process, and deletes ex-officio appointments to the council.

Council observed that ex-officio members of council are the most important partners or stakeholders to the Alberta College of Pharmacy and that ACP must find alternative ways of engaging with them to keep these relationships at the forefront.

Council approved the DRAFT bylaws for the purpose of a 60-day consultation with registrants. Council will consider feedback received prior to January 30, 2021. Pending amendment of the bylaws, Council will address the Nominating Committee's terms of reference, and will consider policies and criteria to support the Committee to full its responsibilities.

MOTION: to approve the proposed DRAFT bylaws for the purpose of a 60 day consultation with registrants.

Moved by **Don Ridley**/Seconded by **Christine Maligec**/CARRIED

4.4 Hearing Tribunal Decisions

4.4.1 Kevin Zapf - Registration No. 12544

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

4.4.2 Ahmed Atique – Registration No. 10024

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

4.4.3 Shereen Elbayomy – Registration No. 9612

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

4.4.4 Shemina Juma – Registration No. 5522

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

OMNIBUS MOTION: to accept the reports from the Hearing Tribunals for information.

Moved by **Carmen Wyton**/Seconded by **Don Ridley**/CARRIED

5. Evaluation of Meeting

Council reflected on Council as a whole and their personal performance at each meeting.

5.1 Summary of Results for the June 24-25, 2020 Council Meeting

A summary of the June 24-25, 2020 council meeting evaluation was circulated with the agenda for information.

President Lyons thanked Council for providing comments that support their input as it is more valuable to have context for each subject. She asked Council if they had any additional comments. Recommendation was made that if Council Members have a concern about an individual Councillor's behaviour, perhaps they should contact that Council Member directly instead of commenting through the meeting evaluation. In general, this promotes more of a team feeling. Registrar Eberhart supported those comments suggesting that when Council provides input on the meeting evaluation, it is best to be as objective as possible. This creates a more positive and safer meeting environment. Council commented on the richness and growth of contributions of Council as a whole as their time together moves forward. President Lyons noted the limitations of Zoom meetings; and the potential impact of external distractions.

5.3 Self-Evaluation of Council Performance at this Meeting

President Rajabali reminded Council Members to complete the electronic meeting survey for collation and review at its next council meeting. Council will receive an email from Leslie Ainslie immediately following the meeting providing access to the electronic meeting evaluation form.

6. Adjournment

6.1 Forthcoming Events and Council Meeting Dates

- November 13, 2020 – Videoconference Meeting of Council (half day)
- December 10, 2020 – Videoconference Meeting of Council (full day)

Meeting Dates for 2021 (days to be determined)

- January 2021 - Videoconference Meeting of Council
- February 2021 - Videoconference Meeting of Council
- March 2021 - Videoconference Meeting of Council
- May 2021 - Videoconference Meeting of Council
- June 8-9, 2021 - 1.5 day Council Meeting, Edmonton
- June 9, 2021 - Celebration of Leadership and Installation of President, (evening)
- June 9-11, 2021 - Leadership Forum, Edmonton

6.2 Adjournment

MOTION: to adjourn the meeting at circa 4:00 p.m.

Moved by **Fayaz Rajabali**