



**Ontario College
of Pharmacists**

Putting patients first since 1871

MINUTES OF MEETING

OF COUNCIL

DECEMBER 9, 2019

1. Land Acknowledgement	
2. Noting Members Present	4
3. Declaration of Conflict	4
4. Approval of Agenda	4
5. President's Opening Remarks	4
5.1 Reflections from a Patient	5
5.2 Briefing Note – President’s Report to December 2019 Council	5
6. Approval of Minutes of Previous Meeting	
6.1 Minutes of September 2019 Council Meeting	5
7. Notice of Motions Intended to be Introduced	5
8. Motions, Notice of Which Had Previously Been Given	5
9. Inquiries	5
10. Matters Arising from Previous Meetings	5
11. For Decision	
11.1 Briefing Note – Executive Committee – Governance Draft By-Law No. 6.....	6
11.2 Briefing Note – Finance and Audit Committee – 2020 Budget.....	6
11.3 Briefing Note – Registration Committee – Resolution on bridging education for international pharmacy technicians	7
12. For Information	
12.1 Briefing Note – Scope of Practice – Minor Ailments Update.....	8
12.2 Briefing Note – Registrar’s Report to December 2019 Council.....	8
13. Other Matters	
14. Unfinished Business	
14.1 Motion respecting Circulation of Minutes	9
15. Motion of Adjournment	9

MONDAY, DECEMBER 9, 2019 – 9:00 A.M.
COUNCIL CHAMBERS, ONTARIO COLLEGE OF PHARMACISTS

Elected Members

District H Dr. Régis Vaillancourt, Ottawa
District H Ms. Nadia Facca, London
District K Mr. Mark Scanlon, Peterborough
District K Ms. Tracey Phillips, Westport
District L Mr. Billy Cheung, Markham
District L Mr. James Morrison, Burlington
District L Mr. Siva Sivapalan, Burlington
District M Mr. Mike Hannalah, Toronto
District M Mr. Kyro Maseh, Toronto
District M Ms. Laura Weyland, Toronto
District N Mr. Tom Kontio, London
District N Ms. Leigh Smith, Cambridge
District N Dr. Karen Riley, Sarnia
District P Ms. Rachelle Rocha, Sudbury
District P Mr. Douglas Stewart, Sudbury
District T Ms. Connie Beck, Petrolia
District TH Mr. Goran Petrovic, Kitchener – **Regrets**

Dr. Lisa Dolovich, Interim Dean, Leslie Dan Faculty of Pharmacy, University of Toronto
– via teleconference

Dr. David Edwards, Hallman Director, School of Pharmacy, University of Waterloo

Members Appointed by the Lieutenant-Governor-in-Council

Ms. Kathleen Al-Zand, Ottawa – **Regrets**
Mr. David Breukelman, Burlington – via teleconference
Ms. Christine Henderson, Toronto
Mr. Azeem Khan, Pickering
Ms. Elnora Magboo, Brampton
Ms. Sylvia Moustacalis, Toronto
Ms. Joy Sommerfreund, London
Mr. Dan Stapleton, Toronto
Mr. Gene Szabo, Kanata

Staff present

Ms. Nancy Lum-Wilson, CEO/Registrar
Ms. Anne Resnick, Deputy Registrar/Director, Conduct
Ms. Connie Campbell, Director, Corporate Services
Ms. Susan James, Director, Quality
Ms. Sarah MacDougall, Council & Committee Liaison
Ms. Stephenie Summerhill, Executive Assistant to the CEO/Registrar

Invited Guests

Angela Bates, Incoming Director of Conduct

1. Land Acknowledgement

President Weyland conducted the College's first land acknowledgement as part of the College's Indigenous Cultural Competency Initiative which is guided by the Truth and Reconciliation Commission's Calls to Action. Council acknowledged that the land the meeting is being held on is the traditional territory of many nations including the Mississaugas of the Credit, the Anishinabeg, the Chippewa, the Haudenosaunee, the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. It was also acknowledged that Toronto is covered by Treaty 13 with the Mississaugas of the Credit.

2. Noting Members Present

Member attendance was noted.

3. Declaration of Conflict

There were no conflicts declared.

4. Approval of Agenda

A motion to approve the Agenda was moved and seconded. The motion CARRIED.

5. President's Opening Remarks

President Weyland welcomed members to the meeting and took the opportunity to acknowledge Ms. Anne Resnick and her significant contribution to the profession of pharmacy. This was Ms. Resnick's final Council meeting as Deputy Registrar and Director of Conduct prior to her retirement in January 2020. Ms. Resnick addressed Council and expressed her gratitude for her time with the College. She began as an elected member of Council in 1985 and has been a staff member for the last fifteen years.

Ms. Weyland then welcomed Ms. Angela Bates the incoming Director of Conduct. Ms. Bates provided Council with information on her background and expressed her excitement to begin working at the College in the New Year.

Council was informed of the addition of Non-Council Committee members Chintan Patel and Nadia Filippetto to the Accreditation and Drug Preparation Premises Committees. These additional members were added so that the committees could operate in panels of four.

Ms. Weyland then drew Council's attention to the addition of a paragraph to the briefing notes coming forward to Council in which the staff and/or committees are asked to provide a "public interest rationale" to the matter coming forward. This was added as part of the College's established strategic priorities to strengthen trust and confidence in the College's role and value as a patients-first regulator. The rationale is used to highlight how the initiative coming forward speaks to (or furthers) the mandate of the College to protect and serve the public of Ontario.

5.1 Reflections from a Patient

Council was shown a video of Sherry Davis, a patient with multiple sclerosis who contacted the College to share her positive experiences with Stan D'Sousa, the designated manager at her local pharmacy, Drugstore Pharmacy, in Barrie, Ontario.

5.2 Briefing Note – President's Report to December 2019 Council

Ms. Weyland referred to her report, which contains a summary of her activities since the previous Council meeting. These included attending various committee meetings at the College as well as meetings with the Registrar and the Vice President.

In response to the feedback from the September Council meeting, Ms. Weyland provided a high-level review of the meeting proceedings and emphasized that in fulfilling their fiduciary duties the members should ensure that the agenda items are considered by the Council and decisions are actively debated with the merit of the proposed motion thoroughly considered prior to voting.

The briefing note was received for information by Council.

6. Approval of Minutes of Previous Meeting

6.1 Minutes of September 2019 Council Meeting

It was moved and seconded that the Minutes of the September 2019 Council meeting be approved. The motion CARRIED.

7. Notice of Motions Intended to be Introduced

There were none.

8. Motions, Notice of Which Had Previously Been Given

There were none.

9. Inquiries

There were none.

10. Matters Arising from Previous Meetings

There were none.

11. For Decision

11.1 Briefing Note – Executive Committee – Governance Draft By-Law No. 6

President Weyland provided an introduction to the draft by-laws coming forward to Council. She praised the progressive changes that have been incorporated and the courage of the Council to proactively evolve the oversight structure. She noted that the College can and will respond to the changing landscape of regulation and act in the best interest of the public that it serves.

Mr. Billy Cheung provided an overview of the briefing note and the proposed changes to the by-laws and highlighted that one decision Council had discussed and approved in a previous meeting has been excluded from the draft. The proposed eligibility to restrict candidates based on the number of and/or nature of findings made by the Investigations, Complaints and Reports Committee (ICRC) was deemed to be too subjective and the decision was made to not incorporate it into the draft by-laws.

Due to the administrative complexity in rolling out the new remuneration per diem framework, Mr. Cheung informed Council that a resolution was circulated with the meeting materials to have the current format of expense reimbursement retained until the start of the September 2020 Council year. The draft by-laws also contains the amendments to put in place the annual cost of living fee increases to be introduced in January 2021.

The College will post these by-law changes for open consultation for a period of 60 days, after which Council will receive a report on the input received through the consultation for consideration at the next Council meeting in March 2020.

Council discussed the potential impact of the changes on the 2020 election and the College's plans to implement the changes. The structure of the elections can be modified to ensure that representation is maintained of the identified patient populations and various skill levels.

The motion: That Council approve the circulation of College By-Law No. 6 for consultation was called to a vote.

The motion was moved and seconded. The motion CARRIED.

11.2 Briefing Note - Finance and Audit Committee – 2020 Budget

Ms. Weyland invited Mr. Stapleton, Chair of the Finance and Audit Committee, to introduce the briefing note.

Mr. Stapleton reminded Council that in 2019 there was an approved deficit budget approved due to the decision to defer the second 12.5% of the increased registrant fees until January of 2020. The original amount of the deficit was projected at \$1.2M but now is planned to be closer to \$1.6M by year end due to a number of complex discipline cases and delayed cost savings as the recently hired internal legal team matures.

The presented budget for 2020 is break-even with the incoming revenue equal to the planned operating and capital expenditures. The by-laws approved for circulation have the proposed implementation of adding Consumer Price Index (CPI) driven Cost Of Living Adjustments (COLA) annually.

Mr. Stapleton also informed Council that the current amount in the reserves is \$8.1M or approximately four months of operating expenses. Ms. Campbell presented an overview of the status of the 2019 budget and the projections for 2020.

Ms. Campbell explained that the high bank fees are the result of credit card transaction fees to renew the annual memberships of over 22,000 registrants, however the College will review options to lower the costs. Discipline Cost Recovery was also discussed and that while not all costs are recoverable Counsel for the College has been endeavouring to seek a more accurate reflection of the costs incurred, and the amounts are steadily increasing.

Following discussion, **the motion was called to a vote.**

The motion was moved and seconded. The motion CARRIED.

11.3 Briefing Note – Registration Committee – Resolution on bridging education for international pharmacy technicians

Ms. Weyland invited Ms. Moustacalis, Chair of the Registration Committee, to introduce the briefing note.

Ms. Moustacalis informed Council that in November the Registration Committee discussed the need for an interim strategy for the College and the Committee because as of December 2019, the National Association of Pharmacy Regulatory Authorities (NAPRA) Pharmacy Technician Bridging Program is being discontinued. Established in 2013, this program was initially developed to support the transition registration pathway as the regulation of technicians was established. Currently the program is used as bridging education for International Pharmacy Technician Graduates (IPTG) who are required to complete a bridging program, unless they successfully complete the Pharmacy Examining Board of Canada (PEBC) Qualifying exam on their first attempt.

Several regulators who also use the program for IPTG applicants, attempted to maintain the program for the long term but have since determined that there are insufficient applicants to make it sustainable. NAPRA, along with these organizations, will continue to pursue an alternative bridging program for IPTG applicants. In the interim, Council is asked to approve that the Registration Committee will review these applications on an individual basis to determine which education courses are necessary for them to complete in order to demonstrate that they possess the knowledge, skills and judgment equivalent to graduates from accredited pharmacy technician programs in Canada.

Following discussion, **the motion was called to a vote.**

The motion was moved and seconded. The motion CARRIED.

12. For Information

12.1 Briefing Note – Scope of Practice – Minor Ailments Update

Ms. Weyland invited Ms. Lum-Wilson to introduce the briefing note. In response to the Minister of Health's [request](#), Ms. Lum-Wilson provided Council with an update on the development of regulations that would enable pharmacists to prescribe drugs for certain minor ailments. These proposed regulations are due to the Minister on June 30, 2020.

Ms. James informed Council that in addition to continuing to work closely with the Ministry, the Minor Ailments Advisory Group (MAAG) has been established. The group comprises patient advisors as well as experts in medicine, public health, health systems research, and pharmacy in order to provide input and guidance on how the changes will improve patient health outcomes. Broad preliminary feedback is also being solicited and includes meeting with pharmacy associations, administering a survey to registrants, and through public focus groups to help build a strong, evidence-informed foundation for deciding which minor ailment conditions to include. The Ministry has indicated that the focus of the minor ailments under consideration should be tailored to those that result in unnecessary emergency department visits to decrease the burden on patients and the health care system.

Council reviewed the preliminary list of 18 minor ailments for consideration and was informed that the Ministry has asked that the list be further refined to between 10 - 12 minor ailments.

Council discussed the ailments proposed and a motion was made from the floor to add post exposure prophylaxis for Lyme disease to the list of minor ailments, given the importance of timely treatment and the growing risk areas in Ontario.

Following discussion, **the motion was called to a vote.**

The motion was moved and seconded. The motion CARRIED.

Council discussed the impact to pharmacy practice and if the considerations had been made on other drugs and vaccinations. Ms. Shiamptanis, Policy Advisor working with the MAAG team was given the floor to help shed light on the focus of the ailments listed. Ms. Shiamptanis confirmed that at this time the focus of the ailments continues to be targeted on reducing emergency room visits across the province.

12.2 Briefing Note – Registrar's Report to December 2019 Council

Ms. Weyland invited the Registrar, Ms. Lum-Wilson, to address Council.

The report, included with the materials for the meeting, outlined key activities of the College since the last Council meeting. Of note, Ms. Lum-Wilson provided Council with an update on various governance changes being considered in British Columbia in the wake of the Cayton report on the College of Dental Surgeons of British Columbia and the *Health Professions Act*. Council was presented with the Registrar's 2020 goals related to year two of the strategic plan.

Council discussed NAPRA's decision to remove the Natural Health Products (NHP) from the schedule. The recently released Auditor General's report states that the medication management in Hospitals should be reviewed and that many Hospitals are not meeting the criteria for sterile compounding. The College will continue to work with hospitals to address these issues.

The briefing note was received for information by Council.

13. Other Matters

14. Unfinished Business

Ms. Weyland reminded Council members to complete the evaluation of today's meeting, adding that the feedback will serve to ensure efficiency and enhance Council members' participation at these meetings.

14.1 Motion respecting Circulation of Minutes

A motion to approve the circulation of the draft minutes of this Council Meeting to Council members was moved and seconded. The motion CARRIED.

15. Motion of Adjournment

There being no further business, at 2:28 p.m., a motion to adjourn the meeting was moved and seconded. The motion CARRIED.

**Sarah MacDougall
Council & Committee Liaison**

**Laura Weyland
President**