

# SEPTEMBER 2022 BOARD MEETING

*As recorded at the Board of Directors' regularly scheduled meeting held on September 12th and 13th, 2022. This meeting was hosted in-person at the College and virtually via MS Teams.*

## WELCOMING NEW AND RETURNING BOARD DIRECTORS

James Morrison and Andrea Fernandes were each elected for three-year terms to fill two available Pharmacist's seats on the Board. There were also three candidates for two available Pharmacy Technician seats, with Connie Beck being elected for a three-year term and Jennifer Antunes being elected for a one-year term.

## BOARD DECISIONS

The Board discussed and made decisions on the following items:

### Election of Executive Committee

The Executive Committee is composed of the Chair and the Vice-Chair, as well as three additional Board Directors, with at least two Elected Directors and two Public Directors. The names of Board Directors expressing interest in serving on the Executive Committee, along with their statement of qualification, were reviewed by the Governance Committee. Only one name was submitted for each of the positions of Chair and Vice-Chair, and both were deemed qualified. As a result, James Morrison was acclaimed as Board Chair and Sara Ingram was acclaimed as Vice-Chair.

The following individuals were also elected to serve on the Executive Committee:

#### Public Directors:

- Christine Henderson (acclaimed)
- Dan Stapleton (acclaimed)

#### Elected Director:

- Siva Sivapalan

### Committee composition approved

The Board reviewed and approved the Governance Committee's proposed slate of candidates for all statutory and standing committees, drawn from a list of individuals who have served previously and have been recommended for reappointment, and from a list of individuals who have applied and been assessed as qualified by the Screening Committee. The full list of approved committee members, each of whom will serve for a term that expires at the first regular meeting of the Board following the next regular election, is available on the College [website](#).

### 2023 Operational Plan

The Board confirmed the College's priorities and direction for the development of the 2023 Operational Plan, which outlines key areas of focus for the College over the coming year. The Operational Plan is aligned with the College's [Strategic Framework](#) and will inform the 2023 budget to be presented to the Board at their December 2022 meeting. Further details about the Operational Plan are available starting on page 93 of the [Board materials package](#).

### Risk Appetite ratings approved

Work to determine the Board's risk appetite over the past several months culminated in the approval of risk appetite ratings and statements that will be used by the College to inform operational and budget planning. The ratings reflect the Board's risk-taking philosophy, its tolerance for uncertain outcomes or volatility, its willingness to make choices that put objectives at risk when faced with multiple options, and its willingness to make trade-offs to achieve other objectives. The risk appetite statements are categorized in seven different domains including Regulatory Compliance, Public Protection, Integrity, Financial Health and Stability, Collaborative

Stakeholder Relationships, Respectful Relationship with Registrants, and Optimized People and Culture. Further information is available starting on page 129 of the [Board materials package](#).

### Auditor reappointed for 2022

Following a recommendation from the Finance and Audit Committee, the Board approved the reappointment of Tinkham LLP Chartered Professional Accountants as auditor for 2022.

## OVERVIEW OF COMMITTEES, REGULATORY PROGRAMS AND COMMITTEE REPORTS

The Registrar and CEO and College staff presented the Board with a detailed orientation on the role of the College and its regulatory programs. The presentation included an overview of how the College serves and protects the public interest with a focus on right-touch, risk-based regulation and the operational functions that support the College's regulatory activities, as well as the role of the Board in oversight and planning. Board members also heard reports from each of the statutory and standing committees on their work over the past year, and copies are available in the [Board materials package](#).

### REGISTRAR'S REPORT

The Registrar and CEO provided an update to the Board on recent operational activities at the College, part of a standing agenda item that helps them fulfil their oversight role. This Registrar's Report included updates on stakeholder engagement, the College's Equity, Diversity and Inclusion strategy, a strategy to increase employee engagement and organizational effectiveness, minor ailments implementation, and the continued use of Emergency Assignment registration to meet workforce demand due to COVID-19. The full Registrar's Report is available starting on page 78 of the [Board materials package](#).

### COLLEGE PERFORMANCE SCORECARD

Staff shared results from the 2022 Q2 College Performance Scorecard, a document that provides a valuable tool to support the Board's oversight and governance roles. The scorecard is drawn from the annual Operational Plan and provides an overview of key performance indicators and project/initiative milestones, along with corresponding targets, that demonstrate the advancement of the College's strategic priorities and core responsibilities for the

year. This year's scorecard has 16 Board-monitored measures aligned with the seven domains of the College Performance Measurement Framework introduced by the Ministry of Health in 2021. For more details, read the full [scorecard](#), which includes a performance summary, improvement strategies and definitions.

## PRACTICE POLICY AND INITIATIVE UPDATES

The Board was presented with updates about two proposed practice policies being considered by the College.

### Medication Safety Standards

The College is planning an open consultation on new *Model Standards of Practice for Continuous Quality Improvement and Medication Incident Reporting by Pharmacy Professionals*, a practice standard developed and approved by the National Association of Pharmacy Regulatory Authorities (NAPRA). The College will be seeking feedback from stakeholders in 2023 and making recommendations to the Board on whether to adopt these new standards and replace the current *supplemental Standard of Practice: Mandatory Standardized Medication Safety Program in Ontario Pharmacies*. In addition to the consultation, College staff will be following a right-touch approach to determining the frequency of the Pharmacy Safety Self-Assessment (PSSA) completion. Details on the medication safety standard are available starting on page 97 of the [Board materials package](#).

### Pharmacy Safety Initiative

The Pharmacy Safety Initiative is a collaboration between the Ontario Association of Chiefs of Police (OACP), the College and other pharmacy stakeholders that is intended to develop short- and long-term strategies aimed at enhancing community safety and preventing crime—particularly considering a recent rise in pharmacy robberies across the province. As part of this initiative, the College continues to monitor the feasibility of implementing time-delayed safes in pharmacies and providing further supports to help pharmacy professionals protect their teams, patients, and the public. Details on the Pharmacy Safety Initiative are available starting on page 118 of the [Board materials package](#).

### PHARMACY5IN5 UPDATE

Dr. Kelly Grindrod, Associate Professor at the University of Waterloo School of Pharmacy, updated the Board on the Pharmacy5in5 micro-learning platform. Pharmacy5in5 was developed by the UofW School of Pharmacy, with support from the College, to help pharmacy professionals self-audit their knowledge and acquire a deeper understanding of a variety of clinical and professional topics. The platform continues to develop new practice-related modules and has recently added a user pay model for some content to keep Pharmacy5in5 sustainable over the long term. You can learn more at [Pharmacy5in5.ca](https://www.pharmacy5in5.ca).

### NEXT BOARD MEETING

Board meetings are open to the public, and the next regularly scheduled meeting will be held on December 12, 2022. Special Board meetings may be called at any time. Please see our website for information on [upcoming Board meetings](#). Highlights of the Board meetings are also shared via [Twitter](#).