



**Ontario College
of Pharmacists**

Putting patients first since 1871

**MINUTES OF MEETING
OF BOARD OF DIRECTORS**

JUNE 12, 2023

TUESDAY, JUNE 12, 2023 – 9:30 A.M.

Attendance

Elected Members

Jennifer Antunes, Toronto
Douglas Brown, Port Perry
Billy Cheung, Markham
Andrea Fernandes, Pickering
Sara Ingram, North York
James Morrison, Burlington
Siva Sivapalan, Burlington
Wilfred Steer, Sudbury

Dr. Andrea Edginton, Hallman Director, School of Pharmacy, University of Waterloo (AM only)

Members Appointed by the Lieutenant-Governor-in-Council

Randy Baker, Toronto
Christine Henderson, Toronto
Adrienne Katz, Toronto
Elnora Magboo, Brampton
Dan Stapleton, Toronto
Gene Szabo, Kanata
Cindy Wagg, Oakville
Devinder Walia, Etobicoke
John Vanstone, Severn
JP Eskander, Oakville

Staff Present

Shenda Tanchak, Registrar and CEO
Angela Bates, Director, Conduct
Susan James, Director, Quality
Thomas Custers, Director, Corporate Services
Stephenie Summerhill, Executive Assistant to Registrar and CEO
Jimmy Le, Manager, Investigations
Rick Chen, Manager, Business Processes
Delia Sinclair Frigault, Manager, Equity, Diversity & Inclusion
Jacq Hixson-Vulpe, Strategic Advisor, Equity, Diversity & Inclusion
Valentina Egboh, Governance Advisor

Regrets

Randy Baker, Toronto
Connie Beck, Petrolia
Dr. Lisa Dolovich, Dean, Leslie Dan Faculty of Pharmacy, University of Toronto

The meeting was called to order at 9:32 a.m. Mr. Morrison welcomed all Board Directors, staff and observers and introduced new Public Board Directors John Vanstone and JP Eskander.

1. National Indigenous History Month: Land Acknowledgement

Mr. Stapleton opened the meeting with a land acknowledgement followed by remarks recognizing National Indigenous People's Day and National Indigenous History Month and their importance in the organization's truth and reconciliation journey.

2. Pride Month: Inclusivity and Language

In recognition of Pride Month, Mr. Morrison and Hixson-Vulpe delivered a presentation on inclusivity and language. Mr. Morrison expressed the importance of sharing this information given the sustained discrimination of, and acts of hate directed towards, members of the LGBTQ2S+ community, including when seeking pharmacy services.

Hixson-Vulpe explained how inclusive language could be used instead of gendered language and pronouns. They explained the differences and relationship between sex, gender identity, gender expression and sexual orientation, and how inclusive language can be adopted to create safer places for diverse communities and those with different gender identities. The Board received additional tips and resources to support their ongoing learning and expressed their appreciation for the presentation.

3. Declaration of Conflict

Sara Ingram and Douglas Brown recused themselves from discussions related to the election given that they were both up for re-election. No additional conflicts were declared.

4. Consent agenda

4.1. Minutes of the Board Meeting March 21, 2023

There were no amendments or comments provided on the minutes.

4.2. Appointment of the Scrutineers and Review of the Election Timeline

The Board was informed that the 2023 Board election will be held from July 12th to August 2nd. Two positions are up for election this year: two pharmacists and one pharmacy technician. The election results will be announced on August 4, and Wayne Hindmarsh and Zubin Austin have agreed to serve as scrutineers.

4.3. 2023-2024 Executive Committee and Board Meeting Dates

The dates were noted by the Board.

A motion to approve the consent agenda as presented was moved and seconded. The motion **CARRIED**.

5. Chair's Report

The Board received Mr. Morrison's report and an amendment to the table outlining Board Director committee activities was noted. Mr. Morrison went on to commend Ms. Tanchak and Ms. Summerhill for their efforts in organizing and facilitating the March Board strategic planning session. Mr. Morrison proceeded to provide a brief explanation of the purpose of the 2023 Skills Inventory and Report for the benefit of new Board Directors.

6. Registrar's Report – For Information

Ms. Tanchak provided a brief overview of the activities since the last Board meeting and drew attention to the regulation status table to reinforce the Board's awareness of the status of various regulation submissions made by the College. The Board commended Ms. Tanchak on all the work done and noted the helpfulness of the regulation status report.

7. In-Camera Discussion

The Board approved a motion to go *In Camera* pursuant to the Health Professions Procedural Code, subsections 7(2)(b) and (c), at 10:45 am. The Board resumed the public portion of the meeting at 11:45am.

8. College Performance Scorecard Q1 – For Information

Mr. Custers and Mr. Le presented the quarterly report on the College's performance against key performance indicators (KPIs).

The Board discussed the various KPIs and milestones that had been achieved. Notably, they discussed the significant impact of several factors, including multiple delay events, staffing shortages, and a notable increase in complaints during Q3/Q4 of 2021 and Q1 of 2022. Additionally, the Board explored the strategies that were being developed to address identified challenges.

The Board commended staff efforts in successfully meeting most performance targets and milestones. They also acknowledged the strategic measures that had been devised to drive further improvements.

9. 2023 Mid-Year Risk Report – For Information

Mr. Chen presented the mid-year Risk Report and reminded the Board that the College has an active risk management approach in place and that all significant risks were being reported on a dashboard with all key risk categories rated as medium.

The Board expressed concerns over some of the risks indicated and discussed related mitigation strategies included in the report.

10. Equity, Diversity & Inclusion Strategy – For Information

Ms. Sinclair Frigault delivered a presentation on the College's EDI Strategy. She emphasized the strategy's alignment with the College's new 2024-2028 Strategic Plan, specifically focusing on Strategic Goal #4: *"The College utilizes its regulatory authority and influence to drive positive change in pharmacy practice, ensuring respectful and discrimination-free treatment of all patients."*

The Board engaged in a discussion regarding the College's expectations of registrants and further opportunities to influence inclusive practice within the profession as well as metrics to monitor outcomes. The results of the EDI work will be presented to the Board, allowing them stay informed as this work progresses.

11. Registration Regulation Amendments – Emergency Class Provisions - For Approval

Ms. James informed the Board that the proposed amendments to General Regulation 202/94 under the Pharmacy Act, 1991, Registration, Part V.1 and VI.1 (Emergency Assignment (EA) Certificates) were first introduced to the Board in March 2023. She reminded the Board that it had approved posting of the proposed amendments for public consultation and directed the College to seek approval from the Minister of Health to abridge the required 60-day public consultation. Ms. James confirmed that the Minister subsequently approved an abridged consultation period of 30 days, which was carried out from March 30th through April 28th. Accordingly, the regulation amendments were presented to the Board for approval.

Ms. James added that the Ministry had informed the College that regulatory changes to create a pharmacy technician intern certificate would be considered later. The Board discussed the feedback from the consultation (as summarized in attachment 11.1) and considered the information from the Ministry concerning the amendments.

A motion to approve the proposed amendments to General Regulation 202/94 under the Pharmacy Act, 1991, Registration, Part V.1 and VI.1, for submission to the Ministry of Health was moved and seconded. The motion **CARRIED**.

12. Expanded Scope Regulation Amendments – Vaccines – For Approval

Ms. James briefed the Board on the proposal for consultation and subsequent submission of amendments to General Regulation 202/94 under the Pharmacy Act, 1991 which would enable

additional authority for further changes to the scope of practice for pharmacists and pharmacy technicians outlined in attachment 12.1.

The Board discussed the implications of the scope expansion and how these measures would support the public during the upcoming 2023-24 respiratory illness season. Ms. James informed the Board that if the proposed amendments were approved, the regulation would be posted on the College's website for the mandated 60-day public consultation period, along with targeted consultation with key system partners. A full implementation and communication plan will be developed in collaboration with partners.

The Board approved the proposed amendments to Regulation 202/94 of the Pharmacy Act, 1991 for 60-day public consultation and subsequent submission to the Ministry, unless the Board Chair determines that substantive changes are required following open consultation that would necessitate further Board approval, was moved and seconded. The motion **CARRIED**.

13. Number of Elected Directors

The Board considered the advantages and disadvantages associated with expanding the number of elected Directors serving on the Board while considering the governance renewal goals of maintaining a compact Board structure.

A motion that the Board approve an increase in the number of Elected Directors to ten, with the additional position to be filled by a pharmacist commencing with the August 2023 election, was **MOVED AND DEFEATED**.

14. Adjournment

There being no further business, at 3:28 pm, the meeting ended.