

# DECEMBER 2023

# BOARD MEETING

*As recorded at the Board of Directors' regularly scheduled meeting held on December 11th, 2023. This meeting was hosted in-person at the College and virtually via MS Teams.*

## BOARD DECISIONS

The Board discussed and made decisions on the following items:

### Operating and Capital budget approved for 2024

Support for the College's strategic and operating plans, along with all of its regulatory responsibilities and activities, requires an annual budget that ensures operations are adequately funded. The Board approved the College's 2024 Operating and Capital Budget which delivers a shortfall of revenue over operating and capital costs that will be offset by the sale of a surplus College-owned property. Details on the 2024 Operating and Capital Budget can be found in the [Board materials package](#) starting on page 94.

### Proposed College Performance Dashboard

The Board approved a proposed 2024 dashboard that is intended to give the Board a clearer understanding of how well the College is achieving its public interest mandate and executing on its strategic plan. The new dashboard will be shared with the Board quarterly and will include performance and monitoring measures related to Regulatory Competence, Strategic Priorities, Organizational Capacity and Risk Management. It will also be supplemented with more detailed information regarding trends, the causes for the College's performance, and where applicable, adjustments being taken to pursue targets. Proposed targets for each performance measure will be brought to the Board for approval at the March 2024 meeting. Details on the dashboard can be found in the [Board materials package](#) starting on page 110.

### Equity, Diversity and Inclusion Strategy to include focus on Indigenous needs

Recommendations to include a focus on Indigenous cultural humility and reconciliation in the College's Equity, Diversity and Inclusion Strategy were approved by the Board, recognizing that improving the patient experience for Indigenous Peoples improves the patient experience for all. The approval was informed by recommendations from the College's Registrant Reference Group that included prioritizing reconciliation work in the EDI Strategy, as well as by similar commitments from other regulators across Canada. The EDI Strategy and the focus on reconciliation supports the College's 2024-2028 strategic goal #4: "The College uses our regulatory authority and influence to drive positive change in pharmacy practice towards ensuring all patients are treated with respect and without discrimination". In discussions prior to approving the motion, the Board emphasized the importance of ensuring the College's EDI Strategy continues to address disparities in healthcare across all patient groups, including those living with disabilities, HIV, substance use disorder, limited English fluency, those who identify as 2SLGBTQ+, and/or are ethnically diverse. Details on the EDI Strategy can be found in the [Board materials package](#) starting on page 82.

### By-Law revised to permit the Drug Preparation Premises Committee to meet in panels of three

The Board approved amendments to Article 14.2 and Article 9 of the College By-Law that reduces the quorum required for the Drug Preparation Premises Committee (DPPC) to a panel of three. The change addresses scheduling challenges and higher costs

resulting from the previous By-Law requirements for a majority of the DPPC to constitute a quorum. The amendments, recommended by the Governance Committee, are anticipated to reduce patient risk since the DPPC may consider premises that perform higher-risk drug preparation activities. Details on the By-Law amendments can be found in the [Board materials package](#) starting on page 121.

## CELEBRATING THE COMPLETION OF THE 2019-2023 STRATEGIC PLAN

As the College prepares to embark on a new five-year strategic plan, it highlighted some of the successes from the previous plan in a video for the Board. Highlights included governance renewal, AIMS Program implementation, COVID-19 response, expanded scope of practice for pharmacists and pharmacy technicians, among other highlights. A more fulsome summary of the work over the past five years will be captured in the College's next annual report to be published in Spring 2024.

## AIMS PROGRAM TO BE EVALUATED

The College is planning to undertake an evaluation of the Assurance and Improvement in Medication Safety (AIMS) Program, which was launched in 2018 as a mandatory quality improvement requirement for pharmacies to help reduce the risk of patient harm caused by medication incidents. The evaluation will determine whether any changes to the program model or objectives should be recommended. Specifically, evaluation criteria will be grounded in the four pillars of AIMS for pharmacies and the College's goals for the program. Over the next few months, quantitative and qualitative measures will be determined for these criteria. Details on the AIMS Program evaluation can be found in the [Board materials package](#) starting on page 89.

## REGISTRAR'S REPORT

The Registrar and CEO provided an update to the Board members 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 recent expanded scope changes, Committees Governance Review, the selection of a Registrant Records System vendor, Emergency Assignment registration, registrant language proficiency test requirements, partner meetings and external College presentations, a College reorganization and the sale of its building and property at 186 St. George Street. The full Registrar's Report is available starting on page 35 of the [Board materials package](#).

## NEXT BOARD MEETING

Board meetings are open to the public, and the next regularly scheduled meeting will be held on March 25, 2024. 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](#).