

DECEMBER 2024 BOARD MEETING

As recorded at the Board of Directors' regularly scheduled meeting held on December 9th and 10th, 2024. 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:

NEW BOARD DIRECTOR WELCOMED

Elected director Sara Ingram announced her resignation from the Board. To fill the vacancy, a motion was passed in alignment with Board By-Law Article 5.20 to acclaim the registrant with the next highest number of votes in the most recent election. Pharmacist Victor Wong will now join the Board for a two-year term ending September 2026 and was officially welcomed on day two of the Board meeting.

OPERATING AND CAPITAL BUDGET APPROVED FOR 2025

The Board approved the 2025 Operating and Capital budget to support the College's strategic and operating plans, along with all of its regulatory responsibilities and activities. As outlined in the College By-Law, the budget includes a 1.6% fee increase across all categories, aligned with the annual Consumer Price Index (CPI) for Canada as of September 30, 2024. Executive management will monitor and present proposed cost savings adjustments to the Finance and Audit Committee in March or April 2025, or earlier if required, to address the projected deficit. Details on the 2025 Operating and Capital Budget can be found in the [Board materials package](#) starting on page 326.

STRATEGIC PLAN AND 2025 OPERATIONAL PLAN UPDATED AND APPROVED

Following approval of the College's 2025 Operational Plan in September 2024, College executives reassessed all priorities based on existing capacity

and whether any could be postponed or deferred. These updated priorities were approved by the Board. Based on the College's reassessment, a number of priorities remain that are aligned with the Strategic Plan 2024-2028 including work to address corporate pressures, effective communications in all interactions, ensuring the College has the resources and expertise to address immediate demands caused by regulatory or practice environment changes, and ensuring that all patients are treated with respect and without discrimination in pharmacy practice. Several operational priorities planned for 2025 will also continue, including implementation of a new Registrant Records System and expected expansion of the scope of practice of pharmacy professionals. A number of activities were postponed as a cost-saving measure – an appendix of these items, along with details about the Operational Plan, are available in the [Board materials package](#) starting on page 299.

BY-LAW NO. 7 APPROVED

The Board approved a number of changes to the College By-Law following a 60-day public consultation to seek feedback. By-Law No. 7 is now in force, repealing By-Law No. 6. The key updates address changes in regulations, application of gender-neutral language, changes or additions to administrative fees, and updates to the public register, as well as some minor housekeeping revisions that do not change the intent of the By-Law or introduce new provisions. More information about By-Law No. 7, including an analysis of the consultation feedback, is available in the [Board materials package](#) starting on page 109.

BOARD DIRECTS STAFF TO ENGAGE WITH COLLEGE OF VETERINARIANS ON POLICY DEVELOPMENT

The Board passed an amended motion to indicate their willingness for OCP staff to collaboratively engage with the College of Veterinarians of Ontario (CVO) during CVO's drafting of regulations under the *Veterinary Professionals Act*, with the majority of OCP's efforts on providing feedback during CVO's consultation. The direction follows updates to the *Veterinary Professionals Act, 2024* that require specifying which authorized acts pharmacists may perform. The College of Veterinarians of Ontario has indicated an intention to include an exemption in the Act for pharmacists who compound, dispense or sell medications for animals, or who renew a veterinary prescription. Further details about the policy development are available in the [Board materials package](#) starting on page 285.

PROPOSED COLLEGE PERFORMANCE DASHBOARD APPROVED

The Board approved a proposed 2025 College Performance 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 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. Proposed targets for each performance measure will be brought to the Board for approval at the March 2025 meeting. Details on the dashboard can be found in the [Board materials package](#) starting on page 310.

AMENDMENTS TO REMUNERATION POLICY AND SUMMARY OF ALLOWABLE EXPENSES APPROVED

To align with changes in processing procedures for remuneration claims, the Board approved housekeeping amendments to the Remuneration Policy and Summary of Allowable Expenses to help ensure elected Board directors and committee appointees are provided with timely remuneration and reimbursement for expenses related to serving in the public interest. The changes also help ensure that the policy is clear and that processes are secure and efficient. Details can be found in the [Board materials package](#) starting on page 347.

REVISED HUMAN RIGHTS POLICY APPROVED

The Board approved a new Human Rights Policy that clarifies and consolidates the College's expectations of registrants when it comes to practicing pharmacy in compliance with existing federal and provincial human rights legislation that require health services be provided free from discrimination. The policy was first presented to the Board in August 2024, and has been revised to include Board director's feedback that the policy should also capture discrimination experienced by pharmacy professionals in employment, and create stronger linkages between the expectations in the policy and the College's [Ending the Pharmacist-Patient Relationship](#) guideline. Staff will now retire the [Professional Obligations When Declining to Provide a Pharmacy Product or Service for Reasons of Conscience or Religion](#) guideline, and post the final Human Rights Policy to the College's website. The Board also directed staff to consider possible changes to operational standards that clearly reflect the policy's requirement for the creation of a procedure to manage conscientious objections. For more details on this policy, please see the [Board materials package](#) starting on page 501.

GOVERNANCE REVIEW SCOPE APPROVED

The scope of a Request for Proposal (RFP) for the Board's Governance Review was approved. The successful vendor will draft a report that will consider the relationship between the Board and the College's Registrar and CEO from a legislative and best-practice perspective, and will include recommendations that will inform and enhance the Board in its duty to manage and administer the College's affairs, including its duty to provide the College with its overall policy and strategic direction, and the College's duty to regulate the profession of pharmacy and carry out its statutory objects in the public interest. The RFP will be made available on or before January 8, 2025.

OTHER BOARD UPDATES

EXPANDED SCOPE SAFEGUARDS DISCUSSED

In anticipation of government direction to draft regulations enabling an expansion of pharmacists' scope of practice, the Board considered the

necessary regulatory safeguards that should be in place to support safe implementation. Discussions focused on four key areas: education and training, clinical viewers, staffing requirements, and physical space. College staff will use the Board discussion as a framework from which to draft relevant regulations for Board consideration (once prompted to do so by the Ministry of Health) and ultimately, following its own consultation period, approval for submission to the government. Further details about regulatory safeguard options for expanded scope are available in the [Board materials package](#) starting on page 516.

BOARD CONSIDERS REGULATORY OPTIONS FOR PAYER-DIRECTED CARE MODELS (PPNS)

Following the establishment of a zero-tolerance position on payer-directed care models (PPNs) in March, the Board was presented with regulatory options by College staff to address the issue. A subsequent motion from the floor was deferred until the next regularly scheduled Board meeting on March 24, 2025, at which time College staff will provide legal and professional advice prior to a Board decision on the motion. Further details about the analysis into OCP's regulatory options and supporting materials are available in the [Board materials package](#) starting on page 425.

REGISTRAR'S REPORT

The Acting Registrar 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. Highlights included updates on Goal 1 progress, the Registrant Records System, the Quality Assurance Program, preparing registrants for practice assessments, the closure of Emergency Assignment certificates, and OCP's website renewal project. Further details are available starting on page 35 of the [Board materials package](#).

The Board also received a quarterly update on the College Performance Dashboard's Q3 results, showing how the College is tracking towards its 2024 targets, and an update on its Risk Management Report highlighting key risk and mitigation activities. Further details are available starting on page 59 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 24, 2025. 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 [X/Twitter](#).