



COUNCIL MEETING MINUTES

Monday, October 7, 2019

Present: Bill Fischer (President), Kyle Sereda (Vice President), Tim Hillier, Jason Farago, Matt McGurk, Karen Gibbons (Public Representative), Olumide Adetunji (Public Representative), Joel Gritzfeld (Public Representative), Jacquie Messer-Lepage (Executive Director), Louise Durnford (Director of Operations), Collette Parks (Communications Coordinator), Rashed Al-Mamun (Policy and Research Analyst), Jennifer Williams (Director of Professional Practice and Research), Damilola Fadeyi (Research Analyst; student from Johnson Shoyama Graduate School of Public Policy)

Phone: Dan Lewis

1. **Call to Order:** President of Council called the meeting to order at 0906
2. **Approval of Agenda: MOTION:** To accept the agenda. **Karen/Matt. Carried.**
3. **Approval of Minutes from June 14, 2019:**
MOTION: To accept the minutes. **Jason/Joel. Carried.**
 - 3.1 Business arising from the Minutes

ACTION ITEM	ACCOUNTABILITY	TIMELINE
1. Create a retention and destruction policy and include discipline and consensual resolutions. Council likes the CPSS reasons for keeping info and would like this reflected in the policy.	JML	Underway
2. Medicine Wheel Training	JML	Not started
3. Evaluate options regarding diverse Council representation (Rural, urban, industry, licence level, gender).	JML	Due: AGM 2020
4. Council to review the Terms of Reference of Committees. Kyle will chair a sub-committee; anyone from Council interested in participating should email Kyle.	Kyle and all interested	Not started
5. Demo of Website	JML	Next Mtg.
6. Circulate Business Requirements Doc (Info only)	JML	Next Mtg.
7. SCoP will prepare a briefing binder to highlight key priorities and arrange to meet with the new Minister.	JML/Rashed/Dami	ASAP

4. Progress on Strategic Priorities

4.1 Strategic planning was completed in conjunction with this meeting. Council reviewed - Strategic Plan Draft 1

4.2 INFORMATION ITEM - COPR National Exam Results

- Exam results were circulated to Council.
- Large cohort from out of province wrote the ACP exam.
 - When students from out of province write the national exam in Saskatchewan, they are not guaranteed licensure in another province, nor are there any guarantees that the person will receive an unrestricted licence.

4.3 INFORMATION ITEM - EMR Exam Update

- Exam results were circulated to Council.

5. Additional Updates – Executive Director

5.1 Registration System Vendor

- College staff have approved the Business Requirements document. Website design has been approved and a demo will be held for Council.

ACTION ITEM: Circulate Business Requirements document to Council.

5.2 COPR Foreign Trained Applicant (FTA) Website

- Live as of November 1, 2019.
 - COPR is the new first point of contact for foreign trained paramedic applicants in Canada for every province except New Brunswick.
 - Once an application is reviewed by COPR, the info is sent to the appropriate provincial regulator. The regulator can then agree with the assessment or complete additional assessment.
 - COPR will charge applicants \$200. SCoP will still charge an additional fee if an additional review is necessary.
 - Common standards have been adopted for assessing FTAs in all COPR jurisdictions to facilitate ease of assessment.
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5.3 Information Sharing Working Group (ISWG) Updates

- Conducted a survey regarding emergency responder exemption from driving infractions:
 - No one was aware of any exemptions for driving infractions based in legislation.
- Discipline Committee reports on website/public access

5.4 PACE Conference update

- The Director of Professional Practice and Research of the College, as well as the Policy and Research Analyst, attended the PACE2019 Research Symposium in September to give a Poster Presentation. Standing room only. Very successful. Next symposium is 2021 in Saskatoon.

5.5 New Minister for Rural and Remote Health, Warren Kaeding

5.6 Professional Practice Committee vacancies posted

- Responsible for changes to scope of practice.
- Terms of Reference require terms of 3 years.
- Two CCP and two ACP terms have ended.
- Have reached out to SAA and STARS for CCP members, who have nominated individuals. Broader ask has been sent out to the membership for ACP members. Will go to the Nominations Committee for them to choose the CCP and ACP positions.

5.7 JIBC research re: building data repository for paramedicine stakeholders

- Have been funded for a 2-year research project to develop standards, taxonomies for data. Data that institutions, regulators, and associations use.
- SCoP Executive Director is on the committee to determine the standard.

5.8 PCP upgrade

- Those who have not yet upgraded will have until December 31st to upgrade and still be able to change status without penalty.
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5.9 Exam policy changes

- COPR policy changes were circulated to Council.
- Students may register without full completion as long as confirmation is received 2 weeks prior to exam.
- If an exam registrant fails to confirm their course completion and remains on the roster, financial penalties will be applied.

6. Committee Reports for Information

6.1 Executive Committee

DECISION REQUIRED (COUNCIL) - Ratification of the following Executive Committee decisions:

6.1.1: To approve the roster of nominations as presented.

SUMMARY OF RECOMMENDATIONS

- *Audit Committee:* Renew AJ Waldal
- *Education Committee:* Renew Colin Watt; Brad Mee; Jessica Heathcote; & Noel Dunn
- *Legislation & Bylaws:* Renew Landon Ulrich & Myron Metanchuk
- *Professional Conduct Committee:* Renew Sheldon Sept

6.1.2: To approve Chris Fay as *PCC* committee chair.

MOTION: To approve Chris Fay as Professional Conduct Committee chair. **Tim/Matt. Carried.**

7.3 Education Committee

- No meeting since last Council meeting

7.4 Audit Committee

- Minutes from last meeting, held May 24, 2019, were circulated to Council.

7.4.1 Financial Reports; Balance Sheet

- Reports were circulated to Council.

- 7.5 Professional Conduct Committee**
- Three files are open.
 - Three more files are going to PCC at their next meeting to be reviewed and possibly have an investigation opened.
 - Next meeting is November 21.
 - Details of individual cases were not discussed.

- 7.6 Discipline Committee**
- Note: PCC does not make decisions but does provide recommendations to the DC.
 - Minutes from previous Council meeting, on June 14, 2019, under item 9.1 need to be changed. References to PCC “decisions” to be changed to “recommendations.”
 - One scheduled hearing did not need to proceed.
 - Details of individual cases were not discussed.

- 7.7 Legislation and Bylaws Committee**
- Minutes of the September 9, 2019 meeting were circulated to Council.

- 7.8 Nominations Committee**
- No update to report.

7. Paramedic Practice Committee (PPC)

- Covered in item 5.6 above.

8. Meeting and Training Updates

- **Meeting with Minister Ottenbreit** – discussed research projects; improving EMS services for rural; grant application for virtual reality (VR) project, EMRs scope of practice compared to First Responders, COPR, eHealth,
 - **Research Meetings** – U of R; no news yet re: federal grant application for VR project.
 - **NIRO – omnibus changes** – SCoP sits on steering committee with Workforce Planning to review options for omnibus legislative amendments.
 - **Health Canada survey re: Entry to Practice requirements** – SCoP participated in a national survey regarding Entry to Practice requirements.
 - **Paramedic Chiefs of Canada White Paper** – SCoP participated in a PCC research initiative regarding the future of paramedicine in Canada
 - **PSCS (Paramedic Services Chiefs of Saskatchewan) meeting** – PSCS circulated info regarding a memorial grant (up to \$300,000 for families of first responders killed while on duty); counselling opportunity via Before Occupational Stress program
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(partner with Wounded Warriors.) PSCS now represents all operators in the province; SHA has chosen to hold membership with them and is considered one operator.

9. Other/New Business:

9.1 Appointment of Education Committee Chairperson

DECISION REQUIRED (COUNCIL)

Appointment of Education Committee Chairperson from Council

RECOMMENDATION:

That Joel Gritzfeld be appointed as a chair elect to the Education Committee for year 1, following which he would assume the role of full chairperson for the remainder of his term. This first year would allow Joel to become familiar with the Committee and its role prior to assuming the lead.

Joel would have the benefit of being on the committee for a full 4-years and would bring a fresh perspective to the group almost all of which are EMS based ACPs. A chair for the committee for this first year can be selected from the current committee members.

MOTION: To approve Joel Gritzfeld as chair elect of Education Committee for one year, and full chairperson in year two. **Jason/Karen. Carried.**

10. In Camera Session

10.1 Council Item(s) with ED

10.2 Council Item(s): ED excused for this portion of meeting

11. Adjournment

MOTION: To adjourn at 1600. **Kyle.**

- Next Council Meeting – November 22, 2019
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