



**SASKATCHEWAN
COLLEGE OF
PARAMEDICS**

COUNCIL MEETING MINUTES

Friday September 25, 2020

Location: by telephone due to COVID-19

Present: Kyle Sereda (President), Chris Fay, Mike Meyer, Tim Hillier, Matt McGurk (Vice President), Jason Farago (Fire), Joel Gritzfeld (Public Representative), Karen Gibbons (Public Representative), Jacquie Messer-Lepage (Executive Director), Collette Parks (Communications Coordinator), Rashed Al-Mamun (Policy and Research Analyst), Damilola Fadeyi (Research Analyst; student from Johnson Shoyama Graduate School of Public Policy), Tosin Adewusi (intern from Johnson Shoyama Graduate School of Public Policy), Louise Durnford (Director of Operations)

Regrets: Bill Fischer (Past President), Olumide Adetunji (Public Representative), Jen Williams (Director of Professional Practice and Research)

1. Call to Order:

- Welcome Tosin Adewusi, JSGS MPA Intern

2. Approval of Agenda:

- Add item: 7.4. How can we help

MOTION: To accept the agenda with addition. **Mike/Matt. Carried.**

3. Approval of Minutes June 12, 2020.

MOTION: To accept the minutes. **Karen/Joel. Carried.**

3.1 Business arising from the Minutes

ACTION ITEM	ACCOUNTABILITY	Status	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	Ongoing

2. Medicine Wheel Training/Indigenous Awareness	JML	Underway	Ongoing
3. Council to review the Terms of Reference of Committees.	Kyle et al	Underway	Ongoing
PENDED ACTION ITEM	ACCOUNTABILITY	Status	TIMELINE
1. Liability Insurance	JML	Potential bylaw to bring forward but must go through Leg & Bylaws Committee prior to Council	Pended 2021
3. Evaluate options regarding diverse Council representation (Rural, urban, industry, licence level, gender).	JML	Underway	Pended 2021
4. Enterprise Risk Management	Olu/JML	Deferred	Fall 2020

Pended Items:

1. Liability insurance: How much is enough, and for what purpose are we doing it? Will have a more in-depth conversation in November.
2. Council Diversity: What does a diverse council look like? Should it be competency based?
3. Enterprise Risk Management: Changes in availability mean Executive Director will begin this work with Council and Olu can pick up later. Important to address due to pandemic and technology.
4. PCC Summary report will go out to Council.

4. Progress on Strategic Priorities:

4.1 Strategic Outcomes Update

- Grant application funding still waiting for ESDC reply
 - Ministry of Career Training and Immigration \$65,000 confirmed September 24, 2020
 - Pandemic Emergency Licences: 28 issued. 3 have been renewed. A number of members have contacted the College regarding reinstatement.
 - Registry Replacement Project completed in July
 - Public engagement project: data coding is underway
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- HR: with the move to remote workplace, most staff are working both remotely and in the office. Where possible folks are working from home. Research team meets in the office. Weekly Zoom staff meetings are underway.
- Governance training with NIRO was held. New Council members attended

ACTION for FEBRUARY: Need a conversation about governance at the College level, to refresh.

- Regulatory compliance: Discipline hearing took place post-COVID. Professional Conduct Committee is seeing an increase in files
 - Meeting with Ministry of Health: no changes forthcoming at the Ministry
 - Scope of Practice changes since the onset of COVID-19:
 - Swabbing: Naso/oro-pharyngeal
 - Transport vents: still in progress. The College of Respiratory Therapists must approve the recommended protocols (awaiting their approval). On approval, the submission will be submitted to the Professional Practice Committee (PPC) and on to the College of Physicians & Surgeons for final approval
 - Vaccinations: the College received a request for paramedics to give vaccinations. The request will be approved but needs provision for what that might look like. The submission is requesting approval for all vaccinations (not just for pandemic), and not specifically for use by Community Paramedics. Vaccinations are approved, but currently limited to general flu/pandemic vaccines
 - Standards of practice: still working with COPR and EMS directors
 - Cultural awareness: Council on Licensure, Enforcement and Regulation (CLEAR) conference, Executive Director moderated. The presentation addressed the evaluation of regulatory agencies against a “Quality and Diversity Standard”. It is the first time a regulator has been evaluated against diversity standards
 - Professional Conduct Committee (PCC) case analysis
 - The College examined trends of complaints and complainants, along with gender, age, and location
 - Cultural Safety Policy and Standards are being evaluated for use by SCoP
 - Public Engagement focus groups: canceled but interviews are now completed; data coding is underway
 - Completed 360° immersive videos in spring and summer. Completed Virtual Reality (VR) competency 5.1, sub-competencies a-e
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- Partnership with Luxsonic Technologies Inc.; this project will provide an opportunity to build an innovative tool and spread it to other regulators
- Will be presenting for Dalhousie on one of our Research projects (Electronic Health Record utilization by paramedics)
- Also developing a submission for the Australian Journal of Medicine

4.2 COPR National Exam Results

- Results circulated to council.
- Looking to doing virtual proctoring permanently, with accommodations provided in person

4.3 EMR Exam Update

- Exam results were circulated to Council
- SCoP has been running exams in-office with 7 to 9 people cohorts. Health screening and masks is in place.
- SaskPoly building remains closed to examinations.

5. Additional Updates – Executive Director

5.1 Committee Reports for Information (provided by Committee Chairs as appropriate)

5.1.1 Executive Committee

- Ratification of decision to proceed to prosecution
- RCMP approached SCoP to lay charges for practicing without a licence. Two circumstances came up, so the College needed to take a position

MOTION: To accept Option 1, the decision that was made by the Executive Committee to recommend prosecution. **Chris/Karen. Carried.**

5.3.2 Audit Committee

- Minutes from the August 20, 2020 meeting were circulated to Council
 - Depreciation of the old system stopped and has been written off (this includes amortization on the registration system, plus some equipment and computers).
 - Investments have recovered well since March.
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5.3.3 Legislation and Bylaws Committee

- NIRO Legislation Committee Update
 - Omnibus proposal for legislative changes was circulated to Council. SCoP does not require all changes however the College will participate due to the omnibus submission

5.3.4 Discipline Committee

- Council was updated by Executive Director
- Hearing in spring. Committee issued decision a month ago
- One decision outstanding.
- No details of individual cases were discussed

5.3.5 Professional Practice Committee (PPC)

- No update to report

5.3.6 Education Committee

- Meeting for Sept was rescheduled because of COVID-19 and other logistics. Nothing pressing is on the agenda

5.3.7 Professional Conduct Committee (PCC)

- Very heavy volume of cases at this time; a number of cases are on the CCRA track. No details of individual cases were discussed

6. Meeting and Training Updates

6.1 Research/Funding Meetings

- a. ESDC Foreign Credential Recognition (ESDC_FCR) Grant (800K) application – decision outstanding
 - b. Ministry of Immigration and Career Training partnership update (48K)
 - Virtual Reality project. First phase is finished. Airways standard (NOCP 5.1 a-e) competencies
 - c. Dalhousie University College of Medicine – EMS Research Day
 - Abstract accepted. Topic: eHealth Record project
 - d. New Proposal – Ministry of Immigration and Career Training Funding (65K)
 - Completion of NOCP 5.1 (remaining sub-competencies)
 - e. Patient Engagement project update
 - Data coding section of project ongoing
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- f. Meeting w Sandra Blevins, Dean of the School of Nursing and Health Sciences, SK Polytechnic:
 - Next program head in Regina: Chris Munn; peer voted
 - Matt McGurk: Interim Academic Chair for the Paramedic Programs

- g. **College of Medicine, University of Saskatchewan Web seminar: “Doctoring”** in a New Country: IMG Support Program
 - The seminar was directed specifically at international medical school grads
 - Have been working on opportunities to transition these folks to ACP with gap training
 - Working with MOH and SaskPoly to pilot a project to transition IMGs to ACP

7. Other/New Business

7.1 PAC notification to eQual Canada

- Letter was circulated to Council
- PAC sent a letter to eQUAL Canada and the provincial educators advising that specific competencies no longer required clinical assessment (could use a SIM environment)
- Sask cannot endorse removal of this requirement because these are entry to practice requirements. Needs to be high fidelity simulation at minimum; assessment environment decisions must happen at regulatory table
- If this requirement is removed by educators, it could jeopardize individual ability to become licensed

7.2 COPR General Update

- Alberta College of Paramedics has adopted the COPR Exam.
- EMR Entry to Practice exam: COPR is considering development of an EMR exam.

7.3 Member request: Council reviewed the request

7.4 How can we help

- Is there something the College could look at specifically for the members as a general effort of wellness or motivation. To show appreciation, attempt at motivation, as we look at the next couple of months.
- Ideas can be sent to Executive Director

8. In Camera Session

8.1 Council Item(s) with ED



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

9. Adjournment: Next Council Meeting November 27, 2020

MOTION: To adjourn at 1224.