



COUNCIL MEETING HIGHLIGHTS

November 26, 2021

Present: Kyle Sereda (President), Matt McGurk (Vice President), Jason Farago (Fire), Mike Meyer, William Breen, Chris Fay, Bill Fischer (Past President), Karen Gibbons (Public Representative), Joel Gritzfeld (Public Representative), Olumide Adetunji (Public Representative), Jacquie Messer-Lepage (Executive Director), Collette Parks (Communications Coordinator), Rashed Al-Mamun (Policy and Research Analyst), Tosin Adewusi (intern from Johnson Shoyama Graduate School of Public Policy), Louise Durnford (Director of Operations), Jodi Egeborn (Manager of Professional Practice), Jen Williams (Director of Professional Practice and Research)

Regrets: none

1. Call to Order

- Vice President of Council called the meeting to order at 0901

2. Land Acknowledgement

- I want to acknowledge that in Saskatchewan, we are on treaty land. These treaties serve to govern our relationships with Indigenous people.
- Today I am located on Treaty 4 territory, which is the traditional territory of the Nehiyawak/Cree, Saulteaux, Dakota, Lakota, Nakota and formerly Blackfoot. We also acknowledge the traditional homeland of the Métis and honour their contributions.
- It is important that we recognize that we all have benefits and responsibilities under these agreements. We acknowledge the harms and injustices of the past and present. We dedicate our efforts to working together in a spirit of collaboration and reconciliation. We are all treaty people.

3. Declaration of conflict of interest

- Matt McGurk works for educational programs at Saskatchewan Polytechnic

4. Approval of Agenda

MOTION: To approve the agenda as presented. **William/Chris. Carried.**

5. Approval of Minutes September 24, 2021

MOTION: To approve the agenda as presented. **Chris/Joel. Carried.**

5.1 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. Council to review the Terms of Reference of Committees.	Kyle et al	Underway	Ongoing
3. Evaluate bylaw language to ensure application is consistent and addresses reinstatement requirements.	JML	Underway	
4. Develop a robust communication campaign re: change to late fee policy	Collette	Completed	Due: Oct.1/21
5. Hybrid Hearing Policy: s3.1, 6 th bullet – change so College provides the masks	JML	Completed	

- 4. Communications Coordinator has sent out info over and above what is being sent out by the system

6. Progress on Strategic Priorities

6.1 Strategic Outcomes Update

6.1.1 Regulatory Effectiveness Framework

- In the past month, College work has focused on Licence Renewal
 - Budget is on track; forecast is for a small surplus at year-end
 - Healthy membership numbers
 - Reserve funds intact
 - System changes made for renewal; still waiting for reporting requirements
 - Online complaint submission is working well. Allows the College to attach the information to a specific member profile; staff can then see conduct history
 - PCC had 39 complaints this year. Most ever by far. Most are behavioural issues.
 - Continuing to have weekly online staff meetings as a group, plus some individual weekly meetings
 - Staffing: looking at bringing in a bookkeeper
 - Staff continue to work at home and office; remote work going very well
 - Regulatory compliance work ongoing
 - Succession requirements are being evaluated
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- Stakeholder relationships – continue to have regular meetings with Ministry of Health (MOH), Saskatchewan Health Authority (SHA), Canadian Organization of Paramedic Regulators (COPR).
 - Research partnership with SaskPoly was formalized to run a pilot for VARA system. Can do it either as a research project or as quality assurance; decision will be made soon
 - Kyle Sereda joined the meeting at 0919
 - COPR Paramedic Essential Regulatory Standards (PERRS) project – regulatory standards across country are NOCPs but they are incomplete. Don't address Community Paramedicine, for example. COPR is evaluating all competencies needed for safe practice. Embedding cultural safety and patient perspectives into the project
 - Clinical practice competency assessment – renewal is now an audit process, instead of opening 40,000 documents per year. Audit at least 20% of the files plus 100% of all Restricted applications
 - Competency – work with SHA to improve QA: SCoP has reached out to SHA to partner on guidelines. CME is also being looked at by Education Committee
 - **ACTION ITEM:** contact Ron Bowles at JIBC regarding most recent work on CME
 - CME is an issue for all regulators. Assume that CME enhances practice but there's no data to support this. UK uses very focused CME and generates a measurable outcome
 - Regulatory Performance Framework – new
 - Compared to regulators referenced in the introduction (UK, Ontario, Sask. Licensed Practical Nurses), what's the biggest difference between SCoP and others?
 - Licensing for paramedics is different compared to nurses; not a lot different conceptually. Overarching goals of a regulator remain the same
 - **ACTION ITEM:** Can add under 5.1 as a sub bullet under first bullet. "Where possible involve the College in program approval process" Might be accreditation, might be internal process
 - There are a lot of process indicators but not outcome indicators. Indicators are a lot of data collection for an organization
 - There will be a reporting requirement. Annually to begin with
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- A lot of this data we're collecting already, but not necessarily compiling and reporting
- Holds us accountable to specific standards. Currently SCoP legal obligations which include very basic registration activities
 - Page 6, 1.3 – effectiveness of committees. Point 2, how do we demonstrate this?
 - Link to all policy documents that describe process and cycle timeline, report on number of cases coming in, number resolved by CCRA, also number that were overturned (either by Discipline Committee or by court)
 - Will be a public document. Shows how the College is measuring the effectiveness of its work.

MOTION: To adopt the Regulatory Performance Framework. **Karen/Chris. Carried.**

6.1.2 Hybrid Hearing Policy

- This is for all hearings, not just as needed

MOTION: To adopt. William/Chris. **Passed.**

6.2 COPR PCP/ACP National Exam Results

- No exam since last meeting. Next exam Feb 16, 2022
- Registration and results reporting is now handled by COPR

6.3 COPR EMR National Exam Update

- No exam since last meeting. Next exam Feb 16, 2022

7. Additional Updates – Executive Director

7.1 Committee Reports for Information (Committee Chairs as appropriate)

7.1.1 Executive Committee

- No update to report

7.1.2 Audit Committee

- Minutes from last meeting, October 21, 2021, were circulated to Council; No update to report

7.1.3 Legislation and Bylaws Committee

- No update to report
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7.1.4 Discipline Committee

- No update to report
- The lawyer that has been supporting DC for years has retired.

7.1.5 Professional Conduct Committee

- Details of individual cases were not discussed
- Complaints to date: 38 Confirmed + 1 pending (phone call from Complainant initiated, waiting for online submission)
- November 24, 2021, upcoming PCC meeting will address:
 - Old Business Decisions – 13 (i.e.: investigation complete)
 - Request for File Closure – 1 (CCRA terms met)
 - New Business Decisions – 6 (PCC will determine next steps)
- Public information document was circulated to Council: PCC Process when a complaint happens, will be posted on website

7.1.6 Paramedic Practice Committee (PPC)

- Met on October 25, 2021
- Approved a Transfer of Care document which was initiated via Council discussion in June. To help remind members of the responsibilities during a transfer of care
- Reviewed Scope of Practice document for public, how different levels work; information was posted on the SCoP website
- Reviewed exemptions from Section 66 from Health Canada. Will be circulated to members shortly

7.1.7 Education Committee

- Met on October 7, 2021
- Reviewed and approved Transfer of Care guidelines
- Documentation CME requirement for 2023 renewal, which comes into effect January 1; a concern brought forward from PCC regarding significant concerns regarding documentation in general. Mandatory 5 credits of 20 total. Working group.
- Next meeting in February 2022

7.1.8 Nominations Committee

- No meeting since last Council meeting
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7.2 Interim Council Update (between meetings)

- Document was circulated to Council on October 19, 2021
- Summary of College work since September 24, 2021

7.3 4th Wave Media Release

- Sent out to Saskatchewan media and members on Oct 29, 2021

8. Collaboration, Meeting and Training Updates:

7.1 Research/Funding Meetings

- Continuing to look for funding opportunities
- Saskatchewan Advantage Innovation Fund with Innovation Saskatchewan; matching fund. Deadline is in April. To support VAPOC project research specifically (not the project itself)
- Federal funding has been identified as a potential additional opportunity to support research activity

7.2 VAPOC Project update

- Information item circulated to Council
- Current module is nearing completion; final review of the Respiratory module underway. Have completed 65% of the document review; complete rest next week. Headsets should be available for testing by December 9
- Next module is cardiovascular. Then septic patient module (funds permitting). An orientation module will also be included in the project
- Will calculate percentage of NOCPs captured by each module: we are hoping to achieve 70 to 90% of competencies within the VAPOC modules. Won't be 100% but that is acceptable as the most critical, highest acuity competencies will be captured
- Completed a project presentation for BC EMS. UK regulator also very interested in seeing a presentation in the future

7.3 Conference Presentation: Saskatchewan Centre for Patient Oriented Research (SCPOR) Health Research Showcase - <https://www.scpor.ca/research-showcase-posters>

- SCoP Poster
 - Circulated to Council
 - Organizations are reaching out to SCoP to do research presentations
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8. Other/New Business

9. In Camera Session

9.1 Council Item(s) with ED

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

10. Adjournment: Next Council Meeting February 24-25

PENDED ACTION ITEM	ACCOUNTABILITY	Status	TIMELINE
1. Enterprise Risk Management	Olu/JML	Underway	
2. Evaluate options regarding diverse Council representation	JML	Underway	Pended in 2021