



COUNCIL MEETING MINUTES

September 24, 2021

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

Regrets: William Breen, Olumide Adetunji (Public Representative)

1. Call to Order

- President of Council called the meeting to order at 0907
- 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.

2. Declaration of conflict of interest

- Matt McGurk works for educational programs at Saskatchewan Polytechnic

3. Approval of Agenda

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

4. Approval of Minutes June 11, 2021

- **MOTION:** To approve minutes from June 11, 2021. **Chris/Joel. Carried.**

4.1 Business arising from the Minutes

ACTION ITEM	ACCOUNTABILITY	Status	TIMELINE
<p>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.</p>	JML	<p>Underway <i>Underway but no action expected until spring.</i></p> <p><i>Members do not stop being members even if they lapse or are stricken from the register.</i></p> <p><i>Reinstatement requires different language.</i></p>	Ongoing
<p>2. Council to review the Terms of Reference of Committees.</p>	Kyle et al	Underway	Ongoing
<p>3. Send a letter to Ministry of Immigration and Career Training to thank for funding (June date permits us to send final report with letter)</p>	JML	Completed	June 30, 2021
<p>4. Evaluate bylaw language to ensure application is consistent and addresses reinstatement requirements.</p>	JML	Underway	
<p>5. Develop a robust communication campaign re: change to late fee policy</p> <ul style="list-style-type: none"> • One mass email dedicated to the change with the subject "Change to licence renewal late fees" <ul style="list-style-type: none"> ○ Sent: July 8 ○ Open rate of 71% • One mass email for The Pulse newsletter which listed "Licence Renewal Late Fees Changing" in the contents <ul style="list-style-type: none"> ○ Sent: July 30 ○ Open rate of 47% • The Pulse – to be sent October 1 • Renewal information on website has been updated with the new info • College Updates area of website includes new info 	Collette	Initiated/near completion	Due: Oct.1/21

<ul style="list-style-type: none"> • Word of mouth via colleagues along with printed copies of The Pulse (if services are still doing that) • All auto emails relating to Renewal will contain the new information regarding late fees (triggered Oct 1, every 2 weeks Oct-Dec, Dec 2, and Dec 31) 			
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5. Progress on Strategic Priorities:

5.1 Strategic Outcomes Update

- Financial health – revised budget to accommodate changes made at AGM
 - Current membership numbers higher than expected; driven by pandemic plus issues in Lloydminster and northern AB/Sask border
 - Reserve funds are appropriate
 - Operational efficiency – renewal system changes should be completed today
 - Remote workplace and hybrid hearing policies are in place
 - Online complaint submission is working very well
 - PCC complaints – at 33 for 2021, which is much higher than usual
 - Human Resources – weekly staff meetings plus one-on-ones via zoom
 - Business continuity plan – working on the succession side of this, may bring in a consultant to get things done
 - Regular meetings with Ministry of Health (MOH), Saskatchewan Health Authority (SHA), and Canadian Organization of Paramedic Regulators (COPR)
 - Cultural behaviour – new project called PERRS (see agenda item 7.3); COPR is developing new national regulatory standards along with embedding cultural safety provisions where possible
 - Clinical quality and assurance – PCC, Renewal requirements (everything is required this year)
 - Regulatory effectiveness and knowledge – have created a framework
 - Mike Meyer joined the meeting
 - Network of Interprofessional Regulatory Organizations (NIRO) regulatory and legislative changes – the ministry is currently consulting with stakeholders.
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- Research capacity – working with U of R on VAPOC project to get ethics approval. SaskPoly is part of the content expert and research group. Received a lot of media coverage for the project
- Community Relations – creating a citizen advisory group through NIRO. All regulators can use this group to vet projects

5.1.1 Regulatory Effectiveness Framework

- Framework based on UK model plus other SK Health regulators
- The framework creates Indicators, standards, and evidence of College performance

ACTION ITEM: Approve Regulatory Effectiveness Framework at the next Council meeting

5.2 COPR National Exam Results

- Exam results were circulated to Council
- For February exam, COPR will be taking over all exam registrations and management

5.3 EMR Exam Update

- COPR is now running the exam
- Duration of program and depth of knowledge needs work in Saskatchewan as exam performance is not as strong as in other jurisdictions

6. Additional Updates – Executive Director

6.1 Committee Reports for Information (Committee Chairs as appropriate)

6.1.1 Executive Committee:

MOTION: To endorse the decision made by Executive Committee. **Karen/Chris. Carried.**

6.1.2 Audit Committee:

- Minutes from last meeting of Aug 19 were circulated to Council

MOTION: To approve the closing of the line of credit account. **Chris/Jason. Carried.**

- Revised budget. Practicing members is based on 1800 – number of members fully practicing. No longer have licensing exams in future so
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no revenue, but no expenses. PCC asks for partial cost recovery where individual is found to be guilty

- Expenses – reduced legal fees for PCC because we can use reserves for legal if we need to. One hearing scheduled. Most complaints are resolved through CCRA.

MOTION: To amend the 2021-2022 budget. **Mike/Karen. Carried.**

6.1.3 Legislation and Bylaws Committee

- Waiting to see if MOH approves submitted (NIRO omnibus) changes

6.1.4 Discipline Committee

- Scheduled for hearing week of Sept 27, 2021
- One other file has been referred to DC for hearing which will happen in the new year
- No details of individual cases were discussed

6.1.5 Professional Conduct Committee

- 1 sent to Discipline
- 4 resolved by CCRA
- 12 open to investigation
- 5 resolved by Letter of Guidance
- 8 dismissed
- 3 waiting to be reviewed at the November 2021 PCC meeting
- 31 active files with 2 more being presented to PCC at next meeting in November
- SCoP is doing a review of themes, to see if there are common areas that could inform future member training and/or College support
- No details of individual cases were discussed

6.1.6 Paramedic Practice Committee (PPC)

- Previous scheduled meeting in August was postponed
- Next meeting scheduled for October 22, 2021
- No submissions for changes to scope or protocols

6.1.7 Education Committee

- Supposed to meet Sept 24 but rescheduling for week of Sept 27
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6.1.8 Nominations Committee

- No meeting since last Council meeting
- Will meet before the end of the year, but will ask for call for interests in January

7. Collaboration, Meeting and Training Updates

7.1 Research/Funding Meetings

- Exploring funding opportunities – Canadian Institute for Health Research (CIHR) grants for VAPOC

7.2 VAPOC Project update

- Report circulated to Council;
- Have had significant interest from COPR members, will be doing a presentation to BC.
- MOH and other government partners are very excited and engaged
 - Content Expert Committee, Project Advisory Committee

7.3 COPR “PERRS” Project

- Project to determine Essential Regulatory Requirements
- Interest in doing a CCP exam. Program differences make Labour Mobility difficult at that level

7.4 University of Western Ontario:

- SCoP Presentation at conference: The Changing Nature of Professional Regulation

7.5 CARE Conference Presentation: “Future of Paramedicine: A Canadian Vision.”

- The goal of the conference was to showcase some of the applied research going on around the country in support of advancing paramedicine
 - SCoP is becoming well established nationally; this conference reached out to us to present
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8. Other/New Business:

8.1 Hybrid Hearing Policy (Hybrid = in person and online)

- Drafted to support hearings now and post-pandemic; Decision to go virtual lies with College/Hearing Panel; Virtual hearings are a massive cost saving for the College

ACTION ITEM: Approve the hybrid hearing policy at next Council meeting

ACTION ITEM: 3.1, 6th bullet – change so College provides the masks (completed)

8.2 MESC Accreditation update

- Letter from SCoP to Manitoba Emergency Services College (MESC) was circulated to Council regarding (MESC) loss of accreditation
- MESC is working to get accreditation reinstated
 - Accreditation Canada allowed the students who were just finishing to completed with an accredited designation
 - New students are being told of the issue and inability to write the COPR exam if they continue

8.3 Media

8.3.1 Media Release: CTV News VARA project:

<https://saskatoon.ctvnews.ca/video?clipId=2248852>

8.3.2 Paramedic Conviction – FYI:

<https://www.cbc.ca/news/canada/hamilton/paramedic-trial-guilty-1.6058937>

8.4 Lloydminster Service Requirements

- Kyle Sereda declared a conflict of interest and left meeting
- Council discussed changing service requirements in the area

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 MOTION: To adjourn at 1205. Mike. **Carried.**

Next Council Meeting: November 26, 2021

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