



COUNCIL MEETING MINUTES

September 23, 2022

Present: Matt McGurk (President), William Breen, Donna Dohms, Jason Farago (Fire), 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 (Senior Policy and Research Analyst), Jodi Egeborn (Manager of Professional Practice), Jen Williams (Director of Professional Practice and Research)

Telephone: Noël Dunn (Vice President), Kyle Sereda (Past President), Michael Slater

Regrets: Karen Gibbons (Public Representative)

1. Call to Order:

- President called the meeting to order at 0910

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 we are located on Treaty 4 territory, which is the traditional territory of the Nêhiyawak, Saulteaux, Dakota, Lakota, Nakota, and the homeland of the Métis/Michif Nation.
- 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

- Refer to Policy 1.10 for a definition

4. Approval of Agenda

- Add:
 - 5.1 NOSPCA project
 - 11.5 Personal Liability Insurance

MOTON: To approve the agenda with additions. **Will/Noël. Carried.**

5. COPR Pan-Canadian Essential Regulatory Requirements (PERRS) Project Presentation

- Information was presented by Chelsea Wilker, Executive Director COPR
 - COPR is a national organization made up of representatives from 9 of 10 Canadian jurisdictions on the Board of Directors. Created to assist with inter-jurisdictional labour mobility
 - Exams; Preliminary assessment of international applicant credentials; Standardize and harmonize regulation across the country
 - PERRS Project – focusing on needs of public; describes current practice, roles and responsibilities; defines entry to practice standards
 - Committees: Project steering, essential requirements, subject matter experts, CCP (this licence level varies widely across Canada)
 - Standards (competence, documentation, patient assessment, etc.) vs competencies (leader, professional, team collaborator, etc.). Practice might be different in each jurisdiction; COPR can only set the competencies – each jurisdiction will determine standards for entry to practice
 - COPR will send out a survey to SCoP members soon to find out which areas are important for practice. Will be used to develop entry to practice exams, credentials assessment, etc.
 - For exam, will people need to know NOCPs and PERRS?
 - No, won't have both at the same time. COPR will adopt PERRS. NOCPs are clinically focused and similar types of competencies will be incorporated. Not intended to compete with PAC work on standards. NOCPs are what a paramedic can potentially do; PERRS is focused on entry to practice
 - What value will member survey bring? The survey is a pre-validation effort to ensure that the project has not missed important elements

5.1 NOSPCA (PAC) project: Should we have a presentation from PAC before the PERRS survey goes out? Yes, although the COPR survey will go out prior to the next meeting

ACTION ITEM: Would like to invite PAC present to Council at the next meeting on November 25 – Completed (Noël); Noël currently sits on one of the PAC committees

6. Approval of Minutes June 10, 2022

MOTION: To approve minutes from meeting on June 10. **Will/Donna.** Olu is abstaining because he wasn't present at the last meeting. **Carried.**

6.1 Business arising from the Minutes

ACTION ITEM	ACCOUNTABILITY	Status	TIMELINE
1. Create a retention and destruction policy and include discipline and consensual resolutions.	JML	Underway Reviewing requirements with Info Tech consultants	Incorporated into risk management plan Aug 2022
2. Council to review the Terms of Reference of Committees.	Kyle et al	Underway	Summer 2022
3. Would like social media guidance or best practice for members.	Council	Outstanding	September 2022
4. Draft a provision that addresses individuals unable to obtain insurance for reasons beyond their control	JML/Policy Analyst	In progress	Summer 2022
5. Enterprise Risk Management	JML	Underway	July/August 2022

1. Underway. Senior Policy and Research Analyst is working with contract Analyst. Schedule has been created
2. Will have something ready for November to provide to Committees. To look at whether committee decisions must be approved by Council vs decisions by committee are final
3. Did not receive a lot of feedback from Council. Will be an evolving document. Want to avoid policing practitioners in their private lives.

ACTION ITEM: Executive Director will recirculate social media guideline to Council.

4. In progress
5. Will discuss when we get to agenda item 9.1.1.1

7. Board Orientation Overview

- SCoP is responsible to keep the public safe
- Newsletters go out to members quarterly
- Bylaws are how SCoP conducts business
- Not governed by FOIP and LA FOIP



- Council members are to guide the College in decision-making in response to obligations in legislation

8. Progress on Strategic Priorities

8.1 Strategic Outcomes Update/Regulatory Effectiveness Reporting

- Adopted these standards last year
- How we conduct our business and whether we are meeting the standards
- Domains: overarching category; standards are below them. Standards are based on right touch regulation – College does not over-regulate. Ensure members understand regulations. Not overly punitive
- Indicators, evidence required, how we respond
- For example, missing a competency-based requirement for Council. Would be helpful to identify what would be good competencies at the table

8.2 COPR National PCP/ACP/EMR Exam Results

- Exam results were circulated to Council
- Saskatchewan ACP pass rate was slightly lower than usual
- Saskatchewan PCP pass rates were also slightly lower than usual
- Saskatchewan EMR pass rates have improved. We know that the EMR program is light in Sask; other jurisdictions are 250-300 hours, Sask is 80, but they teach the same curriculum

ACTION ITEM: Executive Director will reach out to COPR to get detailed report on which areas are weaker; reports are by competency area

8.3 Inter-Provincial Transfer Agreement MOU

- COPR has developed standards on how jurisdictions would interact in case of catastrophic emergency

9. Additional Updates – Executive Director

9.1 Committee Reports for Information (Committee Chairs as appropriate)

9.1.1 Executive Committee Decision

- None since last meeting

9.1.1.1 Risk Management Consultant Update

- MNP have completed a risk management assessment
- Evaluation of organization

- Areas and time frame for mobilization identified
- Manual work arounds identified
- 36 processes identified. Max Allowable Downtime and Recovery Time Objective
- Five areas: Operations/Registrars, Finance, Communications, Policy and Research, Professional Practice and Research
- Critical applications identified
- If cybersecurity is breached, we need a plan to address the steps of what to do
- Next steps: complete the process work so that it can go into next year's workplan

9.1.2 Audit Committee

- Minutes of last meeting, held in August, were circulated
- Net income increased due to increase in membership; lots of new members from Alberta
- Grant revenue healthy
- Investments are down currently but that changes with time

9.1.3 Legislation and Bylaws Committee

- No update to report

9.1.4 Discipline Committee

- No details of individual cases were discussed

9.1.5 Professional Conduct Committee

- No details of individual cases were discussed
- Last year had 41 complaints. 40 were resolved last year; final case recently resolved
- 23 complaints to date in 2022. 10 CCRA's were recommended. 6 were dismissed. 10 had letters of guidance (some of these numbers from 2021 spillover). 8 CCRA's have closed. Have roughly investigated 10 complaints. 0 waitlist

9.1.6 Paramedic Practice Committee (PPC)

- ##### **9.1.6.1 *Information Item Only* – proposed pilot by SHA**



9.1.7 Education Committee

- Met September 22
- CME working group gathered to look at CME.
- Instructors who are developing or instructing a program get the same credits as those who take the program
- Defined criteria for assessments
- Significant change to CME credits: currently we do not describe how credits are assigned. Changes to CME are as follows:
 - Members will have to provide a total of 20 credits annually; all credits must be linked to specific NOCPs
 - Credit assignment will be based on 2 credits per 1 hour of instruction (no partial credits)
 - 24/7 courses will be eligible for 1-credit only
 - A minimum of 10 credits must be healthcare related from the NOCP 4, 5, & 7 areas
 - 1 credit (minimum) must relate to Mental Health (patient or practitioner)
- Notification must go out before Oct 31, 2022
- Documentation mandatory course update: SCoP was unable to load it to the website, Medavie was willing to do it (because they estimated 75% members already had accounts), however due to a catastrophic technical issue they pulled back
- The Education Committee approved a waiver of 5 Credits (Documentation course unavailable) for this renewal year

ACTION ITEM: Director of Professional Practice and Research will do a briefing note to send to Council to do an online vote next week

9.1.8 Nominations Committee

- No update to report
- Still need a Public Representative

ACTION ITEM: Confirm composition of committee

10. Collaboration, Meeting and Training Updates

10.1 Research/Funding Meetings

10.1.1 Information Item Only

- PACE Conference Poster Presentation



- Met with representatives from other countries

10.1.2 Information Item Only

Dr. Chang Lu, Research Manager UBC; Proposed book chapter - Developing a business case for use of Blockchain in Healthcare

- U of R approached SCoP to use VAPOC project in book about blockchain; VAPOC has the potential to use blockchain to improve data security; U of R is writing the chapter
- VAPOC: doing research to show using VR is comparable to in-person assessment

10.1.3 IMG Project with Medavie Health Services and the SK Ministry of Immigration and Career Training

- Working with International Medical Graduates to retrain as paramedics; might have to take the paramedic course

10.2 VAPOC Project update

- On track; slightly over budget however the project will realign activities and timelines in the new year
- Demo at COPR meetings a few weeks ago. Interest is substantial

11. Other/New Business

11.1 Strategic Planning Part 1

- Deferred

11.2 Thentia Contract Update

- SCoP signed a new contract

11.3 COUNCIL DECISION ITEMS

11.3.1 Cultural Safety Policy

- Draft document was circulated

11.3.2 Remote Workplace Policy

- Draft document was circulated - approved

11.4 Personal liability insurance

- When will this be implemented? Members were provided with notice at the May 2022 AGM; vote will take place at the next AGM

12. In Camera Session:

12.1 Council Item(s) with ED

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



13. Adjournment: Next Council Meeting (Virtual) – November 25, 2022

MOTION: To adjourn at 1537. **Matt.**