



COUNCIL MEETING AGENDA

February 7, 2025

Present: Bill Fischer (Vice President), Matt McGurk (Past President), Donna Dohms, Jacquie Messer-Lepage (Executive Director), Louise Durnford (Director of Operations), Jodi Egeborn (Manager of Professional Conduct), Jennifer Williams (A/Registrar & Director, Professional Practice and Research)

Online: Noël Dunn (President), David Kopperud, Karen Gibbons (Public Representative), Roger Carriere (Public Representative), Joel Gritzfeld (Public Representative), Collette Parks (Communications Coordinator), Rashed Al-Mamun (Senior Policy Analyst), Tosin Adewusi (Senior Legislative and Conduct Analyst), Manal Harb (Bookkeeper) Destin Ash (Clinical Practice Specialist)

Regrets: Jason Farago (Fire), Michael Slater

1.0 Call to Order

President of Council called the meeting to order at 0905

2.0 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.

3.0 Declaration of conflict of interest

- Noël Dunn - provincial manager of SHA EMS division
- Matt McGurk – chair of education programs at Saskatchewan Polytechnic

4.0 Approval of Agenda

MOTION: To approve the agenda with the addition. **Bill/Karen. Carried.**

5.0 Approval of Minutes November 15, 2024

MOTION: To approve the minutes from the previous Council meeting on November 15, 2024.
Roger/Donna. Carried.

5.1 Business arising from the Minutes:

ACTION ITEM	ACCOUNT- ABILITY	Status	TIMELINE
1. Past President will speak with COPR about timing regarding their diploma program (stakeholder feedback); program isn't changing until 2027 but exam changing 2026	Matt	SK Poly is hoping to move to a diploma program but not everyone will need to take the diploma. <ul style="list-style-type: none"> Will run two ACP programs for a while; current grads will still be able to take ACP, diploma grads will take diploma ACP. Diploma for ACP set to begin 2030 Currently completing a gap analysis now between COPR exam and PERRS 	Remove from SCoP action items
2. Executive Director to request the Ministry of Health present on new legislation at our AGM	JML	Still waiting on confirmation of legislation, so unsure if they'll want to attend; should know more prior to AGM	TBD
3. Policy Amendment Action Items: <ul style="list-style-type: none"> Scrutineer: change to "may" instead of "will"; 4.1.1: remove "written" in provide a report Council Evaluation: evaluation of Executive Director does not happen at the same time as the evaluation of Council 	JML	Completed	Immediate
4. Nominations Report - change document to reflect Noël is chair; Roger's term started in 2023	JML	Completed	Immediate

<p>5. Privacy and Release of Information: Executive Director to draft a statement on security of private information</p> <p>New: The College shall ensure that all confidential and/or personal information within its possession is secured in accordance with applicable legislation and the College Risk Management Framework.</p>	JML	Completed	Immediate
<p>6. Rules and Procedures for Meetings: 11.1: Executive Director to revise statement that increases time for open forum, plus overall revised draft reflecting online meetings</p> <p>New: The membership shall be invited to participate in an open forum discussion; dialogue will be limited to a minimum of 10-minutes providing sufficient time is available to accommodate all participants. Should time be insufficient, the College may schedule an additional meeting to provide an opportunity for further dialogue.</p>	JML	<p>Completed</p> <p>If speakers take longer than 10 minutes, an additional meeting could be scheduled</p>	Immediate
<p>7. Voting Procedures and Scrutineers: Executive Director to review</p>	JML	Underway	April 2025
<p>8. Changes:</p> <p>a. Oversee the Executive Director of the College and ensure they create linkage with the public on behalf of the College.</p> <p>New:</p> <ul style="list-style-type: none"> • oversee the work of the Executive Director of the College; and • create linkage with the public on behalf of the College as a Council, and through the work of the Executive Director. <p>b. Change draft date to August 2024</p>	JML	Completed	Immediate

6.0 Progress on Strategic Priorities:

6.1 Regulatory Effectiveness Update (refer to pdf)

- Biannual reporting; measures to ensure the College is meeting its regulatory expectations; making sure Council, College and Committees understand their role
- Highlights of activities to meet standards:
 - Posting of CRAs, newsletter, changes to scope of practice
 - Evaluation of COPR Pan-Canadian Essential Regulatory Requirements (PERRs)
 - Exam implementation of PERRS
 - Updated clinical practice standards
 - Completion of community paramedicine standards development
 - Ongoing Continuing Medical Education (CME) changes
 - Introduction of scope changes
 - Internal launch of cultural safety policy
 - Diversity Equity and Inclusion policy work underway
 - Resources: Registrar responsibilities reassigned; bookkeeping resource cross trained for Director of Operations position
 - Continue to partner with NIRO and COPR
 - Updated strategic plan in June
 - Continue to monitor risk

7.0 COPR Update:

7.1 Educational Reports

- Educational institutions receive copies of reports; how students fared in exams over the year
- SCoP is working on a new EMR standard for entry to practice

7.2 Exam newsletter:

- information item was circulated to Council
- New (PERRS/CPCF) profile is being rolled out
- Some EMRs are writing the new exam; July 2025 everyone will be writing the same exam; Differences between PERRS and NOCP are very small; more knowledge-based competencies and depth of knowledge
- PCPs – everyone will be writing the same exam by Nov 2026
- ACPs – everyone will be writing the same exam by Nov 2027

7.3 Exam Results: Next exam Feb. 12, 2025**8.0 Additional Updates – Executive Director****Committee Reports** (Committee Chairs as appropriate):**8.1 Executive Committee Decision(s)**

- No decisions since last meeting

8.2 Audit Committee

- Minutes from last meeting were circulated to Council

ACTION ITEM: Executive Director to investigate which companies we are using and where their offices are located.

8.3 Legislation and Bylaws Committee**8.3.1 Regulatory Bylaw Amendments/Umbrella Legislation**

- Regulatory Bylaws have been recently approved
- Pause on any further amendments due to umbrella Legislation changes coming soon
- Regulatory agencies will have to change their bylaws due to this legislation before it receives royal assent; will be a busy summer
- Impact of the changes will be substantial, including operationally (ie: how we process licences and what they look like, and how Council governs the College)

8.3.2 Scheduled Policy Review

- Policy Number 2.3 – split responsibilities between Executive Director (ED) and Registrar because ED still has to sign off on Registrar decisions

- Appeal of registration decisions – where decisions made by the Registrar are appealed to Executive Director

ACTION ITEMS: In Policy 2.3, change 1.1.1 “will” to “may”:

- The Executive Director of the College may act as the Registrar and have responsibility to register persons as members and issue licenses.
- Change Policy 2.4 to version as circulated to Council

8.4 Discipline Committee

8.4.1 Resignation in the face of discipline case:

- The College has an inactive member who has been found guilty of insurance fraud
- SCoP discussed with legal council. The member stated that they no longer want to be a member of the College.
- Legal council recommended a letter to the member advising they should respond whether or not they want to remain a member of the College.
 - No response, which the College is viewing as a resignation.
 - We now require Council approval to accept this resignation. The last letter Legal sent will be posted on the website under Discipline Decisions.
- Joel (Chair of PCC) is abstaining from this discussion
- Comments: Since they are choosing to not interact with the College and do not want to have anything to do with the College, it seems reasonable to accept the resignation.

MOTION: To accept Recommendation 1 as stated in the document (Accept the resignation in the face of discipline, effective September 29, 2024, and according to the terms listed in the letter to the Member dated November 16, 2024 (appendix C). The letter was couriered and received.). **Noel/David. Carried. (Joel abstained from this vote)**

- Waiting for written decisions on (3) hearings; one is done, just needs to be signed and sent. The other two are being worked through

8.5 Professional Conduct Committee (PCC)

- 2024 had 51 files, which doesn't include some medications errors (about 55 with those)
- 2025: about 5 PCC complaints plus 2 medication errors

- Still working on 18-20 active investigations; PCC has the ability to dismiss quite a few of them, but the content of the complaints is getting more complex
- Lots of sexual harassment concerns; looking for an AGM speaker who can speak to boundaries. Mostly colleagues but possibly one with a patient
- Q: Is sexual harassment in the workplace a College issue? Does protection of the public extend to this?
 - Employers should be handling some of this, but it's also protection of the profession. This harassment is significant and sometimes violent, not just a joke that went awry. This does create concern for the public
 - If an employee is terminated, that is reported to the College. Resignations are not reported so if an employer is allowed to resign, then the issue is never addressed
- There should be zero tolerance but there isn't
- Members need to report violations of Code of Conduct
- Often the offence involves a more senior employee harassing a less senior one
- Q: Should College implement mandatory training around this?
 - The College is looking at alternatives to mandatory training like having a course available and promoting it. New *Standards of Practice* addresses this
- Q: How many cases are involved in this type of situation?
 - Approximately 10 since 2024, which is 20% of total PCC investigations; 3 CRAs have been done and 1 has gone to discipline
- SCoP could do an article in *The Pulse* on sexual harassment complaints and why it's problematic
- Q: Do members have to reconfirm Code of Conduct? Can this be added this to Renewal form? No and Yes

ACTION ITEM: look into reconfirming Code of Conduct on Renewal form

- Smaller employers may not know how to investigate something like this which may explain our compliant numbers

8.6 Paramedic Practice Committee (PPC)

- No meeting since last Council meeting

8.7 Education Committee

- Met earlier this week
- Agenda: continuing education (CE) requirements for Community Paramedic (CP) endorsement and upcoming wound closure endorsement
- Wound Closure endorsement will not have any CE requirements at renewal
- CP endorsement will be similar. Declaration form that they understand that they have some CE requirements or year long learning that they should meet specific to their endorsement

8.8 Nominations Committee

- Met to discuss open positions and nominations received. Council applicants will require a vote; 3 Members-at-Large and 1 Fire Representative

9.0 Collaboration, Meeting and Training Updates**9.1 Paramedic Services Chiefs of Saskatchewan (PSCS) to join meeting**

- Scope of Practice – any additional changes coming? No
- Restricted PCP supervision changes : This is going to help service providers with staffing. PSCS thanks the College for all the work on this
- PCPs – PALS/PEARS: Education Committee is reviewing this. They are looking at what other courses would be appropriate, and if there are enough instructors in the province. Any changes would take ~3 years to implement
- ACPs – suturing
 - Is there a timeline for this? Everything on the College side is set up for this to start. The College cannot release this until we know the course is ready to go. There is only one educator right now who has a program ready, but it was not designed for several hundred students. Once it is up and running, it will be like any other course
 - Suturing will be an endorsement; members will need to apply for it with a certificate proving completion of the training

- Liability Insurance
 - With PAC changing providers, PAC kept bringing up that it is a conflict of interest that a Regulator is managing the insurance. Does SCoP see this as a conflict?
 - SCoP does not see this as a conflict:
 - Members are actually using the funds to fight against the College
 - SCoP obtains the insurance for the members but does not benefit from this insurance financially or otherwise
 - The SCoP insurer is providing pooled experience is for only Saskatchewan members, not the entire country,
 - PAC insurance is \$5M per member, not per aggregate
 - Not everyone is a member of PAC
 - Do paramedics want the best insurance or the best price?
 - The bigger challenge is determining which insurance is accepted; SCoP does not have the staffing resources to evaluate insurance coverage for each member if they select their own carrier
 - Can SCoP approve a few options? Yes, but the price for the Harvard - Western (H-W) insurance will go up if fewer Saskatchewan members are on the plan
 - H-W insurance does not cover members who teach so they have to buy multiple policies; PAC insurance covers at least some people who teach
 - Q: Can PAC waive the PAC membership fee? PAC fee is \$50, and insurance is \$79.
 - PSCS is advocating for a choice, not PAC in particular
 - Why did PAC switch vendors? Equa stopped offering coverage
- Ambulance Regulations
 - PSCS is beginning the work to update these regulations
 - Does SCoP have anything they want to update? SCoP has not looked at this yet but would be interested in sending thoughts
 - Services are not regulated (only registered with the Ministry), which has proven problematic

ACTION ITEM: SCoP to look at these regulations and send thoughts

- SCoP informed PSCS that professional boundaries and harassment will be subject at AGM;
- SCoP will increase time for member questions to 10 minutes per member;
- The College will be re-introducing incremental Cost of Living member fee increases rounded to the nearest \$5 instead of using periodic lump sum levies
- Question from PSCS – is the College still doing work on fitness to practice? Yes, introduced to *Paramedics Act* last summer; gives PCC the ability to investigate these things. Is now a requirement moving forward.
- Challenges that we need to address include how do we process and implement this? Fitness to practice speaks to physical and mental health issues. Have been talking to other Colleges on how they do this. Also raises concerns for members who are dealing with mental and physical issues and the misconduct process. Still working on developing policies and processes and how to best manage these concerns
- SCoP requests PSCS follow in-person Council meeting schedule. Next in person meeting is in June 2025

9.2 Research/Funding

9.2.1 Deliberate Dialogue (DD) progress

- Project with University of Regina
- The sessions will focus on questions regarding the use of virtual reality and if participants would consider using it
- DD is fully funded by Saskatchewan Health Research Foundation (SHRF) for this project

9.2.2 Digital Health Canada Webinar Presentation: Advancing Paramedic Training and Assessment through Virtual Reality: Saskatchewan's College of Paramedics VAPOC Project

- Executive Director did a webinar which generated two requests for more webinars on our use of technology in regulation

Other/New Business

10.1 Saskatchewan Healthcare Employees Pension Plan (SHEPP) Presentation

- SHEPP presented information the SHEPP pension plan
- SHEPP provides annuity; current SCoP plan is individually directed and defined contribution

MOTION: In favour of moving to SHEPP. **David/Bill. Carried.**

10.2 PCP Exam Restriction Licence update

- Update covered in 9.1

10.3 Registrar Policy Update:

- To clarify appeal process where there are both a Registrar and the Executive Director in place

11.0 Correspondence

- None received

12.0 3.2.1 Reporting

13.0 In Camera Session:

13.1 Council Item(s) with ED

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

14.0 Adjournment: Next Meeting April 11, 2025