



College of Pharmacists of Manitoba

200 Tache Avenue, Winnipeg, Manitoba R2H 1A7

Phone (204) 233-1411 | Fax: (204) 237-3468

E-mail: info@cphm.ca | Website: www.cphm.ca

COUNCIL MEETING MINUTES

FRIDAY, APRIL 8, 2016

DELTA HOTEL WINNIPEG – 350 ST. MARY AVENUE, WINNIPEG

MEETING ROOM: CHARLESWOOD B (2ND FLOOR)

MEMBERS PRESENT:

Glenda Marsh, President
Dinah Santos, Vice President
Jennifer Ludwig, Executive Treasurer
Kyle MacNair, Past President
Brent Booker
Neal Davies, Dean
Kevin Hamilton
Geoff Namaka
Petr Prochazka
Derrick Sanderson

PUBLIC REPRESENTATIVES:

Donna Forbes
Travis Giavedoni
Rik Panciera
Audra Taylor
Cheryl Zelenitsky

LIAISON MEMBERS:

Ashley Walus, CSHP Manitoba Branch Liaison
Jeff Onyskiw, Manitoba Health Liaison (in lieu of Patricia Caetano)

STAFF MEMBERS:

Susan Lessard-Friesen, Registrar
Todd Mereniuk, Deputy Registrar
Jill Hardy, Assistant Registrar
Kim McIntosh, Assistant Registrar
Kathy Hunter, Quality Assurance and Field Officer
Kathy Wright, Executive Assistant to the Registrar

GUESTS:

Wendy Clark, Newly Elected Council Member
Janice Coates, Director of Pharm D program development, University of Manitoba, College of Pharmacy
Sonal Purohit, Newly Elected Council Member
Sheryl Zelenitsky, Professor, University of Manitoba, College of Pharmacy



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REGRETS:

Danielle Chu, Pharmacy Student Liaison

Brenna Shearer, Pharmacists Manitoba Liaison

Starting at 8:30 a.m., Ms. Janice Coates, Director of Pharm D program development, and Dr. Sheryl Zelenitsky, Professor, University of Manitoba, College of Pharmacy provided attendees an update on the development of the Pharm D program in Manitoba and the results from the recent survey undertaken by the College of Pharmacy.

Ms. Coates and Dr. Zelenitsky left the meeting at 10:00 a.m.

1. Convene

a) Welcome

President Marsh convened the Council meeting at 10:05 a.m. and welcomed Council members, liaison members, newly elected Council members, and College of Pharmacists' staff. All in attendance introduced themselves.

b) Declaration of Conflict

No Council member indicated a conflict at the time of convening the meeting.

2. Additions to Agenda and Approval of the Agenda

The Council meeting agenda was circulated in advance of the meeting.

MOTION #1: MOVED BY PETR PROCHAZKA, SECONDED BY BRENT BOOKER THAT the agenda be approved.

CARRIED

3. Approval of Minutes

The drafts of the February 8, 2016, Council meeting minutes and the March 2, 2016, Special Council meeting minutes were circulated in advance of the meeting.

a) February 8, 2016 – Council Meeting

MOTION #2: MOVED BY CHERYL ZELENTSKY, SECONDED BY DERRICK SANDERSON THAT the minutes of the February 8, 2016, Council meeting be approved.

CARRIED

b) March 2, 2016 – Special Council Meeting

MOTION #3: MOVED BY DONNA FORBES, SECONDED BY KYLE MACNAIR THAT the minutes of the March 2, 2016, Special Council meeting be approved.

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4. Business Arising from Minutes

The Business Arising from the Minutes of the February 8, 2016, and March 2, 2016, Council meetings was circulated in advance of the meeting.

MOTION #3: MOVED BY JENNIFER LUDWIG, SECONDED BY KEVIN HAMILTON THAT the Business Arising from the Minutes of the February 8, 2016, and March 2, 2016, Council meetings be approved.

CARRIED

5. Correspondence

a) On Board

- (i.) Correspondence from former Registrar Ronald Guse to the Council of the College, and expressing gratitude for the retirement celebration and the gifts presented on the occasion of his retirement;
- (ii.) The March 18, 2016, Winnipeg Free Press announcement advertisement naming the recipients of the College's awards for 2016;
- (iii.) The March 18, 2016, Brandon Sun newspaper announcement advertisement naming Mr. Gary Cavanagh as the recipient of Honorary Life Membership in the College;
- (iv.) The March 18, 2016, Flin Flon Reminder newspaper announcement advertisement naming Mr. Scott Davidson as the recipient of the Pfizer Consumer Healthcare Bowl of Hygeia; and
- (v.) Copy of article from the Flin Flon Reminder featuring Mr. Scott Davidson in response to his being named the recipient of the Pfizer Consumer Healthcare Bowl of Hygeia

b) Listed

None

6. Registrar's Report

The Registrar's Report was circulated in advance of the meeting.

MOTION #4: MOVED BY PETR PROCHAZKA, SECONDED BY KYLE MACNAIR THAT the Registrar's Report for the April 8, 2016, Council Meeting be accepted for information.

CARRIED

7. Deputy Registrar's Report

The Deputy Registrar's Report was distributed at the meeting.

MOTION #5: MOVED BY DINAH SANTOS, SECONDED BY JENNIFER LUDWIG THAT the Deputy Registrar's Report to Council be accepted for information.

CARRIED



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8. Liaison Reports:

The following Liaison Reports to the April 8, 2016, Council meeting were circulated in advance of the meeting: Pharmacy Examining Board of Canada, Canadian Society of Hospital Pharmacists, College of Pharmacy Student, and National Association of Pharmacy Regulatory Authorities.

a) Pharmacy Examining Board of Canada (PEBC)

The PEBC liaison report to the Council meeting was circulated in advance of the meeting.

b) College of Pharmacy

Neal Davies provided a verbal report at the meeting.

c) Canadian Society of Hospital Pharmacists (CSHP)

The CSHP liaison report to the Council meeting was circulated in advance of the meeting.

d) College of Pharmacy Student

The College of Pharmacy Student liaison report to the Council meeting was circulated in advance of the meeting.

President Marsh turned the chair over to Vice President Santos.

e) National Association of Pharmacy Regulatory Authorities

The NAPRA liaison report to the Council meeting was circulated in advance of the meeting.

Vice President Santos returned the chair to President Marsh.

f) Pharmacists Manitoba

No report.

g) Manitoba Health

Jeff Onyskiw provided a verbal report at the meeting.

h) Pharmacy Technician

No report.

MOTION #6: MOVED BY KEVIN HAMILTON, SECONDED BY PETR PROCHAZKA THAT the following liaison reports to the April 8, 2016, Council Meeting be accepted for information: Pharmacy Examining Board of Canada, Canadian Society of Hospital Pharmacists, College of Pharmacy Student, and National Association of Pharmacy Regulatory Authorities.

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9. Committee Reports:

President Marsh turned the chair over to Vice President Santos.

a) Executive Committee

The Executive Committee Report to Council, including the Strategic Plan update, was circulated in advance of the meeting. The report was submitted in two sections: 1.) For Information, and 2.) Recommendations to Council.

MOTION #7: MOVED BY GLENDA MARSH, SECONDED BY PETR PROCHAZKA THAT the “for information” section of the Executive Committee Report to Council be accepted for information.

CARRIED

MOTION #8: MOVED BY GLENDA MARSH, SECONDED BY KYLE MACNAIR THAT Council appoints Dr. Anna Ziomek, Dr. Brent Lionel Kvern, Deb Elias and Tammy Hagyard-Wiebe as members of the Extended Practice Advisory Committee, in addition to the previously appointed committee members.

CARRIED

MOTION #9: MOVED BY GLENDA MARSH, SECONDED BY KEVIN HAMILTON THAT Council approve the paying of a per diem for all Extended Practice Advisory Committee members, and that the funds come from the “Other Meetings” budget line (GL Account 5255).

CARRIED

MOTION #10: MOVED BY GLENDA MARSH, SECONDED BY JENNIFER LUDWIG THAT Council institute a fee equivalent to the fee charged for the first attempt of taking the jurisprudence exam, (for pharmacist and pharmacy technician applicants) for re-taking the jurisprudence exam.

CARRIED

MOTION #11: MOVED BY GLENDA MARSH, SECONDED BY PETR PROCHAZKA THAT Council approve permitting M3P prescriptions of methadone and Suboxone for opioid dependence treatment may be transmitted by facsimile or by scan and electronic transmission through an amendment made to the Joint Statement on Facsimile Transmission of Prescriptions and the Joint Statement on Electronic Transmission of Prescriptions, providing prescribers and pharmacists comply with all requirements of the joint statements and there is approval for this amendment from all signatories of the joint statement. Further, re-education of prescribers by their respective College’s with respect to adherence to the requirements contained within the Joint Statement on Facsimile Transmission of Prescriptions must occur prior to this amendment coming into effect.



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CARRIED UNANIMOUSLY

MOTION #12: MOVED BY GLENDA MARSH, SECONDED BY KYLE MACNAIR THAT Council approve that the monthly payment to Johnstone's Benefits may be signed by two College staff members with signing authority.

CARRIED

Vice President Santos returned the chair to President Marsh.

- b) Quality Assurance Committee (including Standards of Practice & Professional Development Division reports)

The Quality Assurance Committee Report to Council was circulated in advance of the meeting.

MOTION #13: MOVED BY PETR PROCHAZKA, SECONDED BY JENNIFER LUDWIG THAT the Quality Assurance Committee Report to Council be accepted for information.

CARRIED

MOTION #14: MOVED BY DINAH SANTOS, SECONDED BY PETR PROCHAZKA THAT the draft practice direction entitled, "Practice Direction: Distance Care Component," be approved for member and stakeholder consultation.

CARRIED

MOTION #15: MOVED BY KEVIN HAMILTON, SECONDED BY KYLE MACNAIR THAT the practice direction entitled, "Standards of Practice #9: Medication Incidents and Discrepancies or Near Miss Events" be approved, as amended, for implementation.

CARRIED

- c) Governance Committee

The Governance Committee Report to Council was circulated in advance of the meeting.

MOTION #16: MOVED BY RIK PANCIERA, SECONDED BY KYLE MACNAIR THAT the Governance Committee Report to Council be accepted for information.

CARRIED

- d) Finance & Risk Management Committee

The Finance & Risk Management Committee Report to Council was circulated in advance of the meeting.



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MOTION #17: MOVED BY JENNIFER LUDWIG, SECONDED BY DONNA FORBES THAT the Finance & Risk Management Committee Report to Council be accepted for information.

CARRIED

The following motion was made at the February 8, 2016, meeting, and was tabled:

MOTION #41: MOVED BY JENNIFER LUDWIG, SECONDED BY DINAH SANTOS THAT the budget and variance update presented to Council and the Finance & Risk Management Committee include a separate page showing the expense lines and “Fines and Costs” income of the complaints and discipline processes.

DEFEATED (ON APRIL 8, 2016)

e) Board of Examiners

The Board of Examiners Report to Council was circulated in advance of the meeting.

MOTION #18: MOVED BY KEVIN HAMILTON, SECONDED BY RIK PANCIERA THAT the Board of Examiners Report to Council be accepted for information.

CARRIED

f) Discipline Committee

The Discipline Committee Report to Council was circulated in advance of the meeting.

MOTION #19: MOVED BY DINAH SANTOS, SECONDED BY JENNIFER LUDWIG THAT the Discipline Committee Report to Council be accepted for information.

CARRIED

g) Awards & Nominating Committee

No report.

10. Unfinished Business

a) Regulations Implementation Update

(i.) Update on Amendments to the Pharmaceutical Regulation

The Registrar reported that the amendments to the Pharmaceutical Regulation which were approved by the members, in concept, on December 8, 2016, will not be in force until after the provincial election.

(ii.) Consideration for approval of Purdue University PharmD Program



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Council is the body that approves programs for qualification as a specialty. If Council approves a program, participants may then qualify to use the “specialist” designation, or qualify as an Extended Practice Pharmacist.

MOTION #20: MOVED BY KYLE MACNAIR, SECONDED BY KEVIN HAMILTON THAT Council approve the Purdue University Pharm D program as a qualifying program under Pharmaceutical Regulations 96(g) for Extended Practice Pharmacists.

CARRIED

- (iii.) Draft Terms of Reference for the Extended Practice Pharmacist Advisory Committee
The draft Terms of Reference for the Extended Practice Pharmacists Advisory Committee were circulated in advance of the meeting.

MOTION #21: MOVED BY PETR PROCHAZKA, SECONDED BY KEVIN HAMILTON THAT Council approve in principle the draft Terms of Reference for the Extended Practice Pharmacist Advisory Committee, as amended.

CARRIED

- b) Physician Assisted Death (PAD)
The Registrar provided Council with an update on the current plans for the implementation of PAD in Manitoba.

Manitoba Health Liaison Jeff Onyskiw left the meeting at 12:00 p.m.

Lunch Break: 12:00 p.m. – 1:00 p.m.

11. New Business

a) Requests from Pharmacy Technician Applicants

(i.) Pharmacy Technician Applicant from Alberta

The College received a Pharmacy Technician-in-Training Application from an applicant in Alberta who completed the Pharmacy Technician Certification Board of Alberta (PTCB-AB) *Pharmacy Technician Certification Examination*, but did not meet the deadline to license as a pharmacy technician in Alberta. The PTCB-AB is a direct admission qualification for the PEBC Qualifying Exam, so the applicant was not required to write the PEBC Evaluating Exam.

MOTION #22: MOVED BY RIK PANCIERA, SECONDED BY DERRICK SANDERSON THAT Council approve the following requirements as qualifications for a pharmacy technician:

1. all CCAPP accredited educational programs located in Canada; OR the bridging program as established by NAPRA, AND successful completion of the PEBC



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Technician Evaluation Examination; OR successful standing and status, gained up to and including December 31, 2008, for the Ontario College of Pharmacists (OCP) Pharmacy Technician Certification Examination; OR successful standing and status, gained up to and including June 30, 2008 for the Pharmacy Technician Certification Board of Alberta (PTCB-AB) Pharmacy Technician Certification Examination; OR successful completion of the PEBC Pharmacist Evaluating Examination; OR successful completion of a pharmacist degree program in Canada or in the United States; AND,

2. successful completion of the PEBC Pharmacy Technician Qualifying Examination, AND
3. successful completion of the jurisprudence exam, AND
4. successful completion of a practical training program of 240 hours with an approved preceptor.

CARRIED

The above motion supersedes the original Council motion from the September 17, 2013, Council meeting.

- (ii.) Pharmacy Technician Applicant requesting exception on Structured Practical Training Program Supervisor

Council received correspondence from a pharmacy assistant currently employed by the federal government at 17 Wing Base Pharmacy in Manitoba, and sent for the purpose of requesting an exception to the requirement that the Structured Practical Training supervisor be a Manitoba pharmacist.

MOTION #23: MOVED BY RIK PANCIERA, SECONDED BY DINAH SANTOS THAT the Registrar request that legal counsel review the ramifications of approval or disapproval of the applicant's request.

CARRIED

- b) Appointment to the Board of Examiners

MOTION #24: MOVED BY PETR PROCHAZKA, SECONDED BY DERRICK SANDERSON THAT Ms. Ashley Walus be appointed to the Board of Examiners.

CARRIED

- c) Conflict of Interest Policy

Council members submitted their signed copy of the Conflict-of-Interest Policy for Council Members at the Council meeting.



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- d) 2016 Application for Pharmacy Licence for a New Hospital Pharmacy
Council is the body that approves applications and the bylaws. The College is seeking approval of the Application for Pharmacy Licence for a New Hospital Pharmacy, along with the approval to update the College bylaws to include the approved application.

MOTION #25: MOVED BY RIK PANCIERA, SECONDED BY CHERYL ZELENITSKY THAT Council approve the Application for Pharmacy Licence for a New Hospital Pharmacy, and further approves that the College bylaws be updated to include the approved application.

CARRIED

- e) Correspondence from a Member
The College received correspondence from a member with respect to the College's requirement to provide an Adult Abuse Registry Check and a Child Abuse Registry Check, as per section 4(h) of the Pharmaceutical Regulations. The member requested the College review the requirement, and possibly accept a Vulnerable Sector Search, in lieu of the Adult Abuse Registry Check and the Child Abuse Registry Check; the Council reviewed the request at the meeting.

MOTION #26: MOVED BY RIK PANCIERA, SECONDED BY JENNIFER LUDWIG THAT Council reviewed the member request to accept a Vulnerable Sector Search, in lieu of the Adult Abuse Registry Check and the Child Abuse Registry Check and determined that the requirement would remain as currently stated in section 4(h) of the Pharmaceutical Regulations.

CARRIED

- f) Annual General Meeting
President Marsh led a discussion on the role of Council members at the Saturday, April 9, 2016, Annual General Meeting.

CSHP Liaison Member Ashley Walus left the meeting in advance of an in camera session.

- g) In Camera Session
Council moved to an in camera session and College staff were invited to remain. All liaison members had previously left the meeting.

Council moved to a regular session.

MOTION #27: MOVED BY DERRICK SANDERSON, SECONDED BY PETR PROCHAZKA that Council appoints Campbell Marr as the College's legal counsel through to April 2017.

CARRIED

Council moved to an in camera session and College staff were invited to remain.



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Council moved to a regular session.

MOTION #28: MOVED BY DINAH SANTOS, SECONDED BY DERRICK SANDERSON that the Executive Committee be tasked with reviewing the draft document on physician assisted dying, and provide a recommendation to Council.

CARRIED

Council moved to an in camera session and Registrar Lessard-Friesen and Kathy Wright, the Executive Assistant to the Registrar were invited to remain. All other College staff left the meeting.

Council moved to a regular session.

MOTION #29: MOVED BY RIK PANCIERA, SECONDED BY DERRICK SANDERSON THAT the Council meeting adjourn.

CARRIED

The meeting adjourned at 2:30 p.m. Council members participated in Crown Corporation Council's Board Performance Training session entitled, "Roles and Responsibilities of Effective Boards (Orientation)" from 2:30 p.m. – 4:15 p.m.