



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 MONDAY, JULY 23, 2018 PHARMACY HOUSE

COUNCILLORS:

Kevin Hamilton, President
Petr Prochazka, Vice President
Wendy Clark, Executive Treasurer
Laurie Andrews, Public Representative
Donna Forbes, Public Representative
Todd Mereniuk
Nicole Nakatsu
Sonal Purohit
Dr. Lalitha Raman-Wilms, Dean, College of Pharmacy
Derrick Sanderson
Kurt Schroeder

LIAISONS TO COUNCIL:

Susan Balagus, Pharmacy Technician Liaison
Dr. Brenna Shearer, Pharmacists Manitoba Liaison

COLLEGE STAFF:

Susan Lessard-Friesen, Registrar
Jill Hardy, Deputy Registrar
Kim McIntosh, Assistant Registrar
Kathy Hunter, Assistant Registrar
Ronda Eros, Practice Consultant
Christina Kulbaba, Executive Assistant to the Registrar

REGRETS:

Don Himbeault, Public Representative
Bharti Kapoor, Public Representative
Jennifer Ludwig, Past President
Slava Panchenko, College of Pharmacy Student
Katie Peterson, CSHP- Manitoba Branch Liaison
Dr. John Toole, Public Representative

1. Convene

a) Welcome & Introductions

President Hamilton convened the meeting at 9:05 a.m. and welcomed attendees to the meeting. Introductions were made by all attendees.



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

b) Declaration of Conflict-of-Interest

There were no declarations of conflict-of-interest at the time of convening the meeting.

2. Additions to Agenda and Approval of the Agenda

The draft agenda was circulated in advance of the meeting.

MOTION #1: MOVED BY DERRICK SANDERSON, SECONDED BY KURT SCHROEDER THAT the agenda be approved as distributed.

CARRIED

3. Approval of Minutes

a) May 11, 2018 – Council Meeting

The draft minutes of the May 11, 2018, Council Meeting were circulated in advance of the meeting.

MOTION #2: MOVED BY LALITHA RAMAN-WILMS, SECONDED BY SONAL PUROHIT THAT the minutes of the May 11, 2018, Council Meeting be approved.

CARRIED

b) 2017 Annual General Meeting – seeking approval for presentation to the members in the 2018 Annual Report

(i.) May 12, 2018 – 2017 AGM Minutes

(ii.) July 13, 2018 – 2017 AGM results of the online vote

MOTION #3: MOVED BY WENDY CLARK, SECONDED BY DONNA FORBES THAT the minutes of the 2017 Annual General Meeting (AGM) held on May 12, 2018 together with the results of the member vote held on July 23, 2018 to complete the business as set out in the Agenda for the 2017 AGM, be approved for presentation to the members in the 2018 Annual Report.

CARRIED

c) May 12, 2018 – Special Council Meeting

MOTION #4: MOVED BY PETR PROCHAZKA, SECONDED BY DONNA FORBES THAT the minutes of the May 12, 2018, Special Council Meeting be approved.

CARRIED

4. Ratification of Council Motions Conducted and Passed by Email

a) Vote re: 2017 AGM – from May 28, 2018

“It is moved by Derrick Sanderson and seconded by Glenda Marsh that Council make a by-law in accordance with section 75(1) of the *Pharmaceutical Act* that the business as set out in the Agenda for the 2017 Annual General Meeting held on May 12, 2018 be completed by electronic ballot in which all Voting Members will vote separately on each motion made at the 2017 Annual General Meeting.



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

Carried”

MOTION #5: MOVED BY DONNA FORBES, SECONDED BY PETR PROCHAZKA THAT the motion above that was passed by Council on May 28, 2018 by email, be ratified.

CARRIED

b) Vote to Appoint Public Representative Member – from June 12, 2018

“It is moved by Dinah Santos and seconded by Sonal Purohit that as a result of the resignation of two public representatives to Council appointed by the Minister, Council re-appoints Audra Taylor to Council in accordance with section 5.17 of the By-Laws and re-appoints her to the Discipline Committee for the remainder of the term or until such time that the Minister may make 2 new appointments to the roster of public representatives.

Carried”

MOTION #6: MOVED BY WENDY CLARK, SECONDED BY SONAL PUROHIT THAT the motion above that was passed by Council on June 12, 2018 by email, be ratified.

CARRIED

c) Vote re: EPPh Temporary Exception to Prescribing Practice Direction to Assist in Health Canada’s Valsartan Recall – from July 12, 2018

“It is moved by Dinah Santos and seconded by Glenda Marsh that Council grant a temporary exception to section 2.4 of the Prescribing Practice Direction, to permit Extended Practice Pharmacists working in the Primary Care setting to prescribe an appropriate alternative to valsartan for patients they have not seen and assessed in-person. Extended Practice Pharmacists are required to comply with all other prescribing requirements outlined in the legislation and Prescribing Practice Direction. This temporary exception will expire on August 10, 2018.

Carried”

MOTION #7: MOVED BY DERRICK SANDERSON, SECONDED BY SONAL PUROHIT THAT the motion above that was passed by Council on July 12, 2018 by email, be ratified.

CARRIED

5. Business Arising from Minutes

The Business Arising from the Minutes report of the February 12, 2018 Council Meeting was provided at the meeting.

MOTION #8: MOVED BY PETR PROCHAZKA, SECONDED BY TODD MERENIUK THAT the Business Arising from the Minutes of the May 11, 2018 Council Meeting be accepted for information.

CARRIED



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

6. Correspondence

b) On Board

- (i.) June 11 – Thank you letter from Lane Sokolowski
- (ii.) June 18 – Letter from Minister re municipal and school board elections
- (iii.) June 22 – Thank you email from UM Grad Committee
- (iv.) June 27 – Invitation email from CPM
- (v.) July 3 – Letters from Deputy Minister re Public Representatives
- (vi.) July 4 – Letter from Assistant Deputy Minister re participation on Council
- (vii.) July 5 – Thank you letter from Christine Fogg
- (viii.) July 10 – Email from Deputy Minister’s office confirming details of new Public Representative appointments

7. Operations Report

The Operations Report was circulated in advance of the meeting.

MOTION #9: MOVED BY TODD MERENIUK, SECONDED BY PETR PROCHAZKA THAT the Operations Report be accepted for information.

CARRIED

8. Liaison Reports:

MOTION #10: MOVED BY TODD MERENIUK, SECONDED BY SONAL PUROHIT THAT the following liaison reports be accepted for information.

CARRIED

- a) Pharmacy Examining Board of Canada (PEBC)
A report was not provided.
- b) College of Pharmacy
A report was distributed in advance of the meeting.
- c) Canadian Society of Hospital Pharmacists – Manitoba Branch (CSHP-MB)
A report was distributed in advance of the meeting.
- d) College of Pharmacy Student
A report was not provided.
- e) National Association of Pharmacy Regulatory Authorities
A report was distributed in advance of the meeting.
- f) Pharmacists Manitoba
A report was distributed in advance of the meeting.



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

g) Manitoba Health

The College has received written notification from Manitoba Health that they will no longer provide a representative to serve as a liaison to Council.

h) Pharmacy Technician

A report was distributed in advance of the meeting.

9. Committee Reports:

President Hamilton turned the Chair over to Vice-President Prochazka

a) Executive Committee & Budget Update

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

MOTION #11: MOVED BY NICOLE NAKATSU, SECONDED BY KEVIN HAMILTON THAT the “For Information” section of the Executive Committee Report to Council be accepted for information.

CARRIED

MOTION #12: MOVED BY TODD MERENIUK, SECONDED BY KURT SCHROEDER THAT the “Recommendations to Council” section of the Executive Committee Report to Council be accepted.

CARRIED

MOTION #13: MOVED BY KEVIN HAMILTON, AND SECONDED BY DERRICK SANDERSON THAT an ad-hoc committee be struck to review proposals, conduct interviews with potential candidates and make recommendations to Council in the request for proposals process for general legal counsel for the College and that this ad-hoc committee consist of the President, Registrar and Public Representative Donna Forbes.

CARRIED

MOTION #14: MOVED BY KEVIN HAMILTON, AND SECONDED BY DONNA FORBES THAT it is the College’s position that the practice of injecting neuromodulators and dermal fillers is outside of the scope of practice of a pharmacist and a policy statement in this regard is to be created for consideration and approval by Council.

CARRIED

MOTION #15: MOVED BY KEVIN HAMILTON, AND SECONDED BY NICOLE NAKATSU THAT the provision for pharmacists to make therapeutic substitutions be included in the proposed amendments to the regulation currently under consideration, and an ad-hoc committee be struck including representation from Pharmacists Manitoba and the Canadian Society of Hospital



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

Pharmacists - Manitoba Branch, to review feedback received during the consultation process with the public, members and stakeholders related to therapeutic substitutions by pharmacists.

CARRIED

Vice-President Prochazka returned the Chair to President Hamilton

b) Quality Assurance Committee

The Quality Assurance Committee Report to Council, including the Standards of Practice Division Report and the Professional Development Division Report, was circulated in advance of the meeting.

MOTION #16: MOVED BY KURT SCHROEDER, AND SECONDED BY NICOLE NAKATSU THAT the Quality Assurance Committee Report to Council, including the Standards of Practice Division Report and the Professional Development Division Report, be accepted for information.

CARRIED

MOTION #17: MOVED BY KURT SCHROEDER AND SECONDED BY LALITHA RAMAN-WILMS THAT the NAPRA Model Standards of Practice for Canadian Pharmacists be removed from the College of Pharmacists of Manitoba's list of approved practice directions.

CARRIED

MOTION #18: MOVED BY DERRICK SANDERSON AND SECONDED BY TODD MERENIUK THAT Council has reviewed the stakeholder feedback received from the consultation on the Conscientious Objection Practice Direction and approves the revised practice direction as amended.

CARRIED

MOTION #19: MOVED BY KURT SCHROEDER AND SECONDED BY NICOLE NAKATSU THAT stakeholder feedback received from the consultation on the Lab Test Ordering Practice Direction, Process Map, and Lab Requisition Form and approves the revised documents.

CARRIED

MOTION #20: MOVED BY KURT SCHROEDER AND SECONDED BY DERRICK SANDERSON THAT Council approves a 6-month extension on the current timeline (October 31, 2018) for the retirement of the Personal Care Home/Long Term Care Standards of Practice document to April 30, 2019, in order to accommodate the development of a Joint Practice Direction – Narcotic Accountability within Facilities.

CARRIED

MOTION #21: MOVED BY TODD MERENIUK AND SECONDED BY DONNA FORBES THAT Council directs the Standards of Practice Division to determine whether the Drug Information section of the former Community Standards of Practice document which relates to



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

documentation requirements associated with the gathering and dissemination of drug information, may be incorporated within a current practice direction.

CARRIED

c) Board of Examiners

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

MOTION #22: MOVED BY NICOLE NAKATSU, SECONDED BY LAURIE ANDREWS THAT the Board of Examiners Report to Council be accepted for information.

CARRIED

Lalitha Raman-Wilms and Brenna Shearer left the meeting at 11:00 a.m.

d) Governance Committee

The Governance Committee report was circulated in advance of the meeting.

MOTION #23: MOVED BY KURT SCHROEDER AND SECONDED BY NICOLE NAKATSU THAT the Governance Committee Report to Council be accepted for information.

CARRIED

MOTION #24: MOVED BY DERRICK SANDERSON SECONDED BY DONNA FORBES THAT Council approve and implement the Appeal to Council Policy.

CARRIED

MOTION #25: MOVED BY DERRICK SANDERSON SECONDED BY NICOLE NAKATSU THAT the Roles and Responsibilities of the Council President document be referred back to the Governance Committee to edit and/or further define existing terminology as it applies to use of the word, “ensures” when describing the roles and responsibilities of the President.

CARRIED

An organizational capacity review of the College was conducted in 2009 by PricewaterhouseCoopers. As a result of the Governance Committee’s review of the reported findings and recommendations from this organization capacity review, the committee made several recommendations to Council for consideration at this meeting as follows.

MOTION #26: MOVED BY DERRICK SANDERSON SECONDED BY WENDY CLARK THAT Council approves the Governance Committee’s recommendation that the composition of Council and specifically the elected Councillors who are licensed pharmacists and currently elected according to the District in which they practice, should remain unchanged in accordance with the current By-Laws and amendments should not be made to add eligibility criteria related to the area of pharmacy practice e.g., hospital pharmacy practice, community pharmacy practice, etc.

CARRIED



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

MOTION #27: MOVED BY DERRICK SANDERSON, SECONDED BY DONNA FORBES
THAT Council approves the Governance Committee's recommendation that a Compensation and Performance Committee not be created and responsibilities related to reviewing the compensation provided to Councillors, committee members and senior staff as well as recommendations to Council on amendments to compensation policies should be assigned to the Finance and Risk Management Committee, and responsibilities related to assessing the performance and effectiveness of Council should be assigned to the Governance Committee.
CARRIED

MOTION #28: MOVED BY DERRICK SANDERSON, SECONDED BY TODD MERENIUK
THAT with respect to recommendations that Council should consider moving to staggered terms for Councillors to enhance continuity and avoid potential election of 8 new Councillors every 2 years, Council agrees with the Governance Committee's plan to continue work on exploring the systematic changes that would need to take place in regards to executive structure and succession and to conduct an environmental scan of other provincial regulatory authorities and the methods by which they have achieved staggered terms for Councillors.
CARRIED

MOTION #29: MOVED BY NICOLE NAKATSU, SECONDED BY TODD MERENIUK **THAT** Council approves the Governance Committee's recommendation that in addition to the regular attendance of the Registrar and Deputy Registrar at Council meetings, professional staff should attend Council meetings when required to present their respective reports to Council, when requested to report on information gathered or knowledge on a specific issue and at their discretion when the individual staff member believes their attendance at the Council meeting will be of benefit in accomplishing their work.
CARRIED

- e) Finance & Risk Management Committee
There was no committee report provided for this meeting.
- f) Discipline Committee
The Discipline Committee Report to Council was circulated in advance of the meeting.

MOTION #30: MOVED BY NICOLE NAKATSU, SECONDED BY DERRICK SANDERSON
THAT the Discipline Committee Report to Council be accepted for information.
CARRIED

- g) Awards & Nominating Committee
There was no committee report provided for this meeting.
- h) Extended Practice Advisory Committee



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

The Extended Practice Advisory Committee Report to Council was circulated in advance of the meeting.

MOTION #31: MOVED BY KURT SCHROEDER, SECONDED BY SONAL PUROHIT THAT the Extended Practice Advisory Committee Report to Council be accepted for information. CARRIED

i) Complaints Committee

There was no committee report provided for this meeting.

10. Strategic Plan Update

Council was involved in a strategic planning session on June 9 and 10, 2018. At the in camera session of this meeting, Council continued work to finalize the 2018 Strategic Plan.

11. Safety IQ Pilot Program Update

Practice Consultant Ronda Eros presented Council with an update on the status of the Safety IQ Pilot Program.

12. Unfinished Business

a) *Pharmaceutical Act* and Regulations Implementation Update

i. Test Ordering by Pharmacists and Access to eChart in Community Pharmacies

The working group responsible for implementing lab test ordering by community pharmacists which consists of representatives from Pharmacists Manitoba, the College of Pharmacy at U of M and the CPhM, last met on June 21, 2018. Plans are to launch implementation in select areas of the province beginning this fall.

ii. Proposed Amendments to the Regulation to Expand Pharmacist Prescribing

The College continues to meet with its stakeholders and Manitoba Health on proposed amendments to the regulation to expand pharmacist prescribing. A broad public, member and stakeholder consultation is set begin at the end of August.

b) Revisions to the Manitoba Prescribing Practices Program (M3P) Drug List

The CPhM and the College of Physicians and Surgeons of Manitoba received a joint letter from a child and adolescent psychiatrist and a paediatrician requesting the removal of the following four long-acting stimulants used to treat attention deficit/hyperactivity disorder (ADHD) from the list of drugs covered by the M3P Program:

- lisdexamfetamine (Vyvanse®)
- methylphenidate OROS (Concerta®)



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

- methylphenidate MLR (Biphentin®)
- mixed amphetamine salts (Adderall XR®)

The letter cited the following reasons to remove these drugs from the M3P Program:

- Evidence of low risk of abuse and misuse;
- Negative impact on patient care as prescriptions cannot be faxed, phoned, or repeated;
- Prescriptions are only valid for three days in addition to the day it was prescribed, which can pose challenges to access in both urban and remote areas; and,
- Several provinces have removed these long-acting stimulants from their provincial prescribing practices program.

The following information was considered by Council:

- A literature review summarizing the evidence on the abuse potential of stimulant medication;
- A literature review summarizing the evidence on the misuse, diversion, and risk of developing substance abuse disorder in individuals diagnosed with ADHD and those without a formal diagnosis for ADHD
- An environmental scan of other provinces' controlled prescription programs and whether long-acting stimulants were included; and,
- Member responses to the call for feedback on the removal of these long-acting stimulants from the M3P Program.

After consideration of this information, Council passed the following motion.

MOTION #32: MOVED BY NICOLE NAKATSU, SECONDED BY DERRICK SANDERSON that Council approves removal of lisdexamfetamine (Vyvanse®), methylphenidate OROS (Concerta®) and methylphenidate MLR (Biphentin®) from the Manitoba Prescribing Practices Program drug list and confirms that mixed amphetamine salts (Adderall XR®) will remain on the M3P drug list.

CARRIED

Changes to the M3P drug list must be approved by both the CPhM and the CPSM before they are considered in effect. For this reason, the date that these amendments to the M3P list will take effect will be communicated to members once approved by the CPSM.

c) Non-Sterile Compounding Ad-Hoc Committee Report

MOTION #33: MOVED BY KURT SCHROEDER, SECONDED BY WENDY CLARK TO expand the scope of the Non-Sterile Compounding Ad-Hoc Committee to review issues and provide recommendations on all matters related to both non-sterile and sterile compounding in keeping with implementation of the series of NAPRA Model Standards of Practice for Compounding.

CARRIED



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

MOTION #34: MOVED BY PETR PROCHAZKA, SECONDED BY DONNA FORBES THAT the ad-hoc committee name be changed to the *Compounding Ad-Hoc Committee*.

CARRIED

13. New Business

a) Newly Appointed Public Representatives 2018

MOTION #35: MOVED BY KURT SCHROEDER, SECONDED BY PETR PROCHAZKA THAT, the ministerial appointment of the public representative, Mr. Donald Himbeault to Council be extended to appointment as well, as a member of the Discipline and Committee.

CARRIED

b) Letter From a Member of the Public

Council received and considered a letter from a member of the public regarding a medication error that occurred for her mother. The individual did not wish to file a formal complaint in the matter however, she expressed concerns related to automation in place at the pharmacy and suggested that Council should consider changes to Standards of Practice in regard to pharmacy automation.

After full consideration, Council agreed to review policies and procedures related to pharmacy automation and passed the following motion.

MOTION #36: MOVED BY DONNA FORBES, SECONDED BY SONAL PUROHIT THAT the President should respond in writing to the member of the public advising her of Council's discussion regarding her concerns and willingness to review policies and procedures related to pharmacy automation.

CARRIED

c) Interprofessional Practice Direction on Collaboration

Council reviewed a draft Interprofessional Joint Statement/Practice Direction on Collaboration. The document is a joint effort between the Colleges of Audiologists and Speech Language Pathologists, Dietitians, Medical Laboratory Technologists, Licensed Practical Nurses, Pharmacists, Physicians and Surgeons, Physiotherapists, Psychiatric Nurses and Registered Nurses in the province.

MOTION #37: MOVED BY DERRICK SANDERSON, SECONDED BY NICOLE NAKATSU THAT Council supports continued involvement of the CPhM in development of a joint statement on interprofessional collaboration and suggests that should the working group wish to pursue development of the initiative as a practice direction, there would be the need to ensure that the



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

format and terminology used in the practice direction meets the legislated requirements of all regulated professions involved.

CARRIED

d) Health Canada Changes to the Prescription Drug List for Veterinary Use

Health Canada's Veterinary Drug Directorate has initiated several antimicrobial resistance initiatives including increasing veterinary oversight on the use of medically important antimicrobials (MIAs), as well as increasing oversight on the importation of veterinary drugs and active pharmaceutical ingredients (APIs), including mandatory sales reporting on the manufacturing and importation of APIs. Council was provided with an update on these changes to the Prescription Drug List. As part of Health Canada's plan to increase antimicrobial stewardship and promote responsible use of MIAs in animals, many previously over-the-counter antimicrobial medications will become available by prescription only, as of December 1, 2018.

e) In Camera Session

Council moved to an in camera session at 2:07 p.m.

Council returned from the in camera session at 5:28 p.m. to make the following motion.

MOTION #38: MOVED BY NICOLE NAKATSU, SECONDED BY LAURIE ANDREWS THAT the proposal received from a member of the public for a licensed pharmacy to provide specialized pharmacy services to a business be denied because the specialized pharmacy services would be considered to be out of the scope of practice for the pharmacy.

CARRIED

13. Adjournment

MOTION #39: MOVED BY DERRICK SANDERSON THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:45 p.m.