



# College of Pharmacists of Manitoba

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## MINUTES

Meeting of Council  
Monday, February 27<sup>th</sup>, 2023  
9:00 a.m. to 4:30 p.m.

### COUNCILORS

Jane Lamont, President

Ryan Buffie, Vice President

Wendy Clark, Past President (*joined at 9:02 am*)

Jennifer Ludwig, Executive Treasurer (*joined at 9:05 am*)

Don Himbeault, Public Representative

Donna Forbes, Public Representative

Elizabeth Reimer, Public Representative

Dr. Lalitha Raman-Wilms, Dean, College of Pharmacy (*joined at 12:59 pm*)

Alanna Doell, Pharmacist

Brendon Mitchell, Pharmacist (*joined at 9:02 am*)

Kristine Petrasko, Pharmacist

Sonal Purohit, Pharmacist

### LIAISONS TO COUNCIL

Tanjit Nagra, Pharmacists Manitoba Liaison (*joined at 9:04 am*)

Olena Serwylo, CSHP-Manitoba Branch Liaison to Council (*joined at 10:37 am*)

Cecile Ngai, Pharmacy Technician Liaison (*joined at 9:03 am*)

### COLLEGE STAFF

Kevin Hamilton, Registrar & Chief Executive Officer

Rani Chatterjee-Mehta, Deputy Registrar

Lori McKietruk, Director of Operations

Kim McIntosh, Assistant Registrar, Qualifications and Practice Development

Chris Louizos, Assistant Registrar, Quality Assurance & Field Operations (*joined at 11:05 am*)

Brent Booker, Assistant Registrar, Review & Resolution

Kevin Chaboyer, Quality Assurance and Field Officer (*joined at 10:30 am*)

Arleigh Andrushak, Quality Assurance and Field Officer

Emily Kaminsky, Practice Consultant

Lindsay Henderson, Executive Assistant

### REGRETS

Tory Crawford, Public Representative

Amanda Andreas, Public Representative

Michelle Baier, College of Pharmacy Student Liaison

## 1. Call to Order

### a. Welcome & Introductions

President J. Lamont convened the meeting at 9:01 a.m. and welcomed everyone.

### b. Acknowledging First Peoples and Traditional Territory

J. Lamont acknowledged the treaty and traditional lands of First Peoples and the Metis Nation and pledged a commitment to reconciliation and collaboration with Indigenous communities.

*W. Clark & B. Mitchell joined the meeting at 9:02 am.*

*C. Ngai joined the meeting at 9:03 am.*

### c. Quorum Achieved

J. Lamont confirmed that quorum is achieved.

### d. College Mission

Council acknowledged the College Mission and Mandate, and its responsibility to make decisions in the public interest.

“To protect the health and well – being of the public by ensuring and promoting safe, patient-centered and progressive pharmacy practice in collaboration with other health-care providers.”

### e. Declaration of Conflict-of-Interest

Council members were invited to declare any conflict-of-interest. The following conflicts were declared:

- 9.a.iii. NAPRA Sterile Compounding Exemption for Palliative Care Patients: Development of Waiver/Legal Opinion - K. Petrasko
- 14.a. & b. Update on Council Approved Exemption & Exemption Request – J. Lamont

*T. Nagra joined the meeting at 9:04 am.*

## 2. Additions to Agenda & Approval of Agenda

### **MOTION 1/23 (K. Petrasko/D. Himbeault)**

To approve the agenda as circulated.

### **CARRIED**

*J. Ludwig joined the meeting at 9:05 am.*

## 3. President's Remarks

J. Lamont provided opening remarks to Council, encouraging transparent, policy-based decision making, best practices related to conflict-of-interest and modernization of College governance, including Council meeting format and processes.

4. Regulatory Trends & Readings: Managing Conflict-of-interest and Voting Records to Increase Transparency.

Information and resources related to good governance, in particular increased transparency and identifying and managing conflict-of-interest, were circulated in advance of the meeting and reviewed by Council.

*W. Clark left the meeting at 9:29 am.*

*W. Clark joined the meeting at 9:37 am.*

5. Discuss Results of Council Evaluations from December 9, 2022

Council reviewed the member evaluations from the December 9, 2022, meeting.

6. Approval of Meeting Minutes & Motions

- a. December 9, 2022 Meeting Minutes

**MOTION 2/23 (K. Petrasko/R. Buffie)**

To approve the Minutes of the December 9, 2022, Council meeting as circulated.

**CARRIED**

- b. Ratify Email Motions

**MOTION 3/23 (W. Clark/K. Petrasko)**

To ratify the following motion passed by email since the last regular meeting of Council:

Passed by Council on January 25, 2023:

It is moved by Donna Forbes and seconded by Alanna Doell to accept the Public Representative appointment provided by the Minister of Health of Ms. Brenda Martinussen and appoint Ms. Martinussen to the Complaints committee for a two-year term, until June 2024.

In favour: 12

Opposed: 0

Abstained: 0

**CARRIED**

7. Registrar & Chief Executive Officer's Report

- a. Strategic Plan Update

The CPhM Strategic Plan 2021-2024 Framework, Timeline, and Operational Plan Q4 2021 through Q1 2023 were circulated in advance of the meeting for information and a verbal update was provided to inform Council of progress in operationalizing the Strategic Plan, including options for a subject matter expert facilitator to assist staff and Council to move from the education to action phase in relation to strategic priority #1, and engagement with a public relations firm to assist with public and government engagement and communications strategies that support strategic priority #3.

*B. Mitchell left the meeting at 9:52 am.*

b. Business Arising

A summary of business arising from the minutes of the December 9, 2022, Council meeting was circulated in advance of the meeting for information.

c. National Association of Pharmacy Regulatory Authorities (NAPRA)

Report on the NAPRA Board of Directors meeting, held January 31, 2023, and facilitated value proposition session was circulated in advance of the meeting for information.

8. Operations Update

a. Operations Report

The Operations Report was circulated to Council in advance of the meeting for information, with additional data on pharmacy inspections and loss and theft reporting included. A verbal update was provided on building restoration and initiatives of various Manitoba Alliance of Health Regulatory Colleges (MAHRC) working groups with CPhM participation.

*B. Mitchell joined the meeting at 10:03 am.*

b. Medical Examiner Death Review Quality Assurance Program Overview & Data

An overview of the Medical Examiner Death Review Quality Assurance Program, a collaboration with the Chief Medical Examiner's Office and the College of Physicians and Surgeons of Manitoba (CPSM) to review deaths involving opioids, benzodiazepines/z-drugs, and other sedating/psychoactive drugs, program data, and an update on initiatives related to the program that support strategic priority #2 were circulated in advance of the meeting for information.

*W. Clark left the meeting at 10:10 am.*

*B. Booker left the meeting at 10:11 am.*

c. Safety IQ Report

The Safety IQ Report was circulated to Council in advance of the meeting for information.

*B. Booker joined the meeting at 10:14 am.*

9. Committee Reports

a. Executive Committee

*President J. Lamont turned the Chair over to Vice-President R. Buffie.*

The Executive Committee Report was circulated in advance of the meeting.

**MOTION 4/23**

**(K. Petrasko/J. Ludwig)**

To accept the Executive Committee Report to Council for information.

**CARRIED**

- i. Future Facilitated Council Session on Manitoba Indigenous Cultural Safety Training (MICST)

Following Council and staff completion of the MICST training course to cultivate cultural competence and support Council's commitment to education in cultural safety and inclusion, Executive Committee recommends that Council participate in a facilitated discussion on learnings from the course, with a focus on operationalization and prioritization of issues. Council was encouraged to share any feedback and input in planning of the facilitated session.

- ii. Council Composition & Relations

- a. Council Vacancy

Resume of the potential candidate for consideration to fill the Council vacancy was circulated in advance of the meeting.

**MOTION 5/23**

**(B. Mitchell/J. Ludwig)**

To appoint Ms. Teryl Moore as Council member in District 2 for the remainder of the 2022-2024 Council term.

**CARRIED**

- b. Pharmacy Technician Regulatory Issues Ad-Hoc Committee Appointments

Following Council approval of the Pharmacy Technician Regulatory Issues Ad-Hoc Committee Terms of Reference and appointment of the chair, Executive Committee reviewed the submissions of expression of interest for the committee and recommendations to Council for appointment of committee members and changes to the terms of reference to include pharmacy technician students to the list of those eligible to serve as a pharmacy technician representative on the committee were circulated in advance of the meeting for consideration.

**MOTION 6/23**

**(K. Petrasko/D. Forbes)**

To adapt the Pharmacy Technician Regulatory Issues Ad-Hoc Committee Terms of Reference to include pharmacy technician student on the list of those eligible to be appointed as a pharmacy technician member of the committee.

**CARRIED**

*K. Chaboyer joined the meeting at 10:30 am.*

**MOTION 7/23**

**(J. Ludwig/K. Petrasko)**

To appoint the following individuals to the Pharmacy Technician Regulatory Issues Ad-Hoc Committee:

CPHM Council Member: Brendon Mitchell

Public Representative: Liz Reimer

Canadian Association of Pharmacy Technicians of Manitoba Member:  
Susan Balagus

Pharmacy Technicians: Hanna Magnusson, Krista Medal,  
Emelie Gillingham  
Practicing Pharmacists: Alysha Buck, Schalk Strydom

**CARRIED**

c. Pharmacy Technician Representation on Committees

Information regarding the Governance Committee's commitment to overhaul the bylaws, policies, and related documents to develop a modern governance framework, and recommendations by the Governance and Executive Committees towards improving the diversity and inclusion of pharmacy professionals represented in the governance framework was circulated in advance of the meeting for consideration.

**MOTION 8/23 (J. Ludwig/W. Clark)**

To appoint a pharmacy technician representative to Governance Committee, effective immediately.

**CARRIED**

*O. Serwylo joined the meeting at 10:37 am.*

**MOTION 9/23 (J. Ludwig/L. Reimer)**

To add pharmacy technician representation as a standard criterion on all CPhM committees, through the terms of reference composition criteria, as appropriate.

**CARRIED**

d. Meeting Processes and Agenda Format

In an effort to improve and streamline meeting processes, information regarding the concept of adopting a consensus section to the Council meeting agenda and draft agenda template, reviewed by Executive Committee, was circulated in advance of the meeting for Council's review and feedback.

*W. Clark left the meeting at 10:42 am.*

*J. Ludwig left the meeting at 10:51 am.*

Consensus from Council is to adopt the consensus style of meeting process and agenda, as circulated, at the next meeting.

*T. Nagra, B. Mitchell & K. Petrasko left the meeting at 10:54 am.*

*C. Louizos joined the meeting at 11:05 am.*

iii. NAPRA Sterile Compounding Exemption for Palliative Care Patients – Development of Waiver/Legal Opinion

Further to the approval of an extension to the exemption for the drawing-up of comfort care medications for Palliative Care patients in a setting that does not meet the NAPRA Model Standards for Hazardous and Non-Hazardous Sterile Compounding by Council at the December 9, 2023 meeting, Council requested a legal opinion be obtained to confirm the jurisdiction for the regulator to develop and require a waiver for use by registrants electing to provide services under this exemption. The legal

opinion and recommendations from Executive Committee were circulated in advance of the meeting for consideration.

**MOTION 10/23 (A. Doell/W. Clark)**

To remove the requirement for a patient or agent to sign a waiver/release form from bullet #1 from the exemption for the drawing-up of comfort care medications for Palliative Care patients in a setting that does not meeting the NAPRA Model Standards for Hazardous and Non-Hazardous Sterile Compounding and include the service requirement that a process for informed consent is followed and obtained. This amended bullet should include language comprised of “meaningful discussion and associated risks” as required components of informed consent.

**CARRIED**

*K. Petrasko joined the meeting at 11:19 am.*

**MOTION 11/23 (J. Ludwig/L. Reimer)**

To task the Standards of Practice Division with developing a practice direction on Informed Consent, which would provide a baseline framework for the application of such in all areas of pharmacy care.

**CARRIED**

iv. Options for Distribution of Naloxone through Pharmacies Including Clinical Practice

Following the Council directive for staff to proceed with processes that align with the development and consultation steps in pursuit of a Regulation amendment permitting the distribution of naloxone through a Clinical Practice Pharmacy (CPP), the only licensed CPP facility in Manitoba has now permanently closed. No further CPP applications/licenses have been issued and currently, there are no CPPs licensed in Manitoba. Information regarding the benefits and disadvantages with continuing the steps in pursuit of a Regulation amendment at this time, understanding the current status of CPP licensed facilities in Manitoba, and recommendations from Executive Committee were circulated in advance of the meeting for consideration.

**MOTION 12/23 (L. Reimer/D. Forbes)**

To proceed with a temporary break or pause in pursuing draft Regulation amendment permitting the distribution of naloxone through a Clinical Practice Pharmacy (CPP), while continuing the second portion of the original motion, which includes tasking the Standards of Practice Division with reviewing the CPP Practice Direction.

**CARRIED**

In recognition of the continued need for public access to naloxone, consensus from Council is continuation of CPhM efforts in advocating for improved / increased access and distribution of naloxone with stakeholders, including Public Health and the Manitoba Alliance for Health Regulatory Colleges.

*B. Mitchell joined the meeting at 11:30 am.*

v. CPhM Awards Program

Further to the February 2020 Council decision to divest the awards program to an alternate organization, information regarding awards programs and the risk exposure such programs present, including an environmental scan of professional award programs by other regulators, was circulated in advance of the meeting for consideration.

**MOTION 13/23**

**(K. Petrasko/D. Himbeault)**

To cease CPhM involvement in all awards programs, with exception to the “In Memoria” recognition published quarterly in CPhM newsletters. Council authorizes the Registrar & Chief Executive Officer to explore opportunities to divest any of the awards to the professional association.

**CARRIED**

*T. Nagra joined the meeting at 11:50 am.*

vi. Pharmacy Manager Training Program

In support of Strategic Plan Priority II and in response to the increasing number of matters brought forward through the professional conduct and complaints process, as well as through quality assurance processes encountered by Field Operations, that appear to be correlated to inadequate pharmacy manager training and education, information and options regarding the development of a pharmacy manager training program was circulated in advance of the meeting for consideration. Assessment of implemented pharmacy manager training programs in other jurisdictions in Canada, feasibility, advantages and disadvantages of adaptation of these existing programs, and recommendations of Executive Committee were included.

**MOTION 14/23**

**(J. Ludwig/D. Forbes)**

To move forward with the following recommendations of Executive Committee related to development of a pharmacy manager training program:

1. The Manitoba-specific pharmacy manager training program will be adapted from the SCPP’s Community Pharmacy Manager Course.
2. The program will be mandatory for every pharmacy manager.
3. Similar to the SCPP course, there will be approximately 12.5 contact hours of learning associated with the program.
4. The CPhM will apply for CCCEP accreditation.
5. The pharmacy manager training program will include content relevant to community pharmacy practice and non-community pharmacy/hospital pharmacy practice settings. Staff have been directed to explore this further, gathering an understanding of what additional non-community / hospital pharmacy practice content may be needed, if any, inclusive of the template SCPP pharmacy manager training program community pharmacy content. This will also be used to inform an implementation or roll-out plan to all pharmacy managers.

**CARRIED**



*R. Buffie returned the Chair to J. Lamont.*  
*O. Serwylo left the meeting at 12:22 pm.*

b. Finance & Risk Management Committee

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

**MOTION 15/23** (J. Ludwig/D. Himbeault)

To accept the Finance & Risk Management Committee Report to Council for information with amendments.

**CARRIED**

*L. Raman-Wilms joined the meeting at 12:59 pm.*

i. Financial Report and Monitoring

The 2022 Q4 summarized financial report, with quarterly actuals and variance, and annual budget as of December 31, 2022, were circulated in advance of the meeting for information.

**MOTION 16/23** (J. Ludwig/K. Petrasko)

To accept the summarized financial report and budget summary for information.

**CARRIED**

c. Quality Assurance Committee

The Quality Assurance Committee has not met since its last Report to Council.

i. Standards of Practice Division

The Standards of Practice Division has not met since its last Report to Council.

ii. Professional Development Division

The Professional Development Division has not met since its last Report to Council.

d. Governance Committee

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

**MOTION 17/23** (D. Forbes/R. Buffie)

To accept the Governance Committee Report to Council for information.

**CARRIED**

e. Board of Examiners

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

**MOTION 18/23** (L. Raman-Wilms/D. Himbeault)  
To accept the Board of Examiners Report to Council for information.

**CARRIED**

**MOTION 19/23** (L. Raman-Wilms/R. Buffie)  
That the Board of Pharmacy Specialties (BPS) in Emergency Medicine Pharmacy certification be approved as a specialty qualification under section 96(g) of the Pharmaceutical Regulation for registration as an Extended Practice Pharmacist (EPPh), and that these EPPh applicants be required to have practiced for at least 1,000 hours in the two years before applying for registration, in a collaborative healthcare setting within that specialty.

**CARRIED**

**MOTION 20/23** (L. Raman-Wilms/J. Ludwig)  
That all Canadian CCAPP-accredited Entry-to-Practice (ETP) Doctor of Pharmacy (PharmD) programs be approved as a qualification program under 96(g) of the Pharmaceutical Regulation for registration as an Extended Practice Pharmacist (EPPh), and that these EPPh applicants be required to have practiced as a pharmacist for at least 1,000 hours in the two years before applying for registration, within their specialty practice and in a collaborative healthcare setting.

**CARRIED**

*O. Serwylo joined the meeting at 1:05 pm.*

**MOTION 21/23** (L. Raman-Wilms/K. Petrasko)  
To approve a revised policy for pharmacist CCAPP graduates:

- *Graduates of a CCAPP-accredited pharmacist program (i.e., University of Manitoba Rady Faculty of Health Sciences Pharmacy grads only)\* who license **three or more years** post-graduation, must complete an additional 600 hours of internship post-graduation, complete the pharmacy law modules and JP exam and become licensed within three years of PEBC Qualifying Exam certification.*
- *Graduates of a CCAPP-accredited pharmacist program (i.e., University of Manitoba Rady Faculty of Health Sciences Pharmacy grads only)\* who license **less than three years** post-graduation, complete their internship hours pre-graduation, and must become licensed within three years of PEBC Qualifying Exam certification. The Pharmacy Law Modules and JP Exam also need to be repeated if two or more years has passed since graduation.*

*\* Note that other graduates of CCAPP-accredited pharmacy programs need to license in the province in which they graduated before licensing in Manitoba.*

*The Registrar and/or the Board of Examiners retain the authority to consider each individual application on its own merits and to exercise discretion in setting additional conditions of that applicant, based on the individual particulars of that application.*

**CARRIED**

**MOTION 22/23****(L. Raman-Wilms/R. Buffie)**

To approve a revised policy for pharmacy technician CCAPP graduates:

- *Graduates of a CCAPP-accredited pharmacy technician program who list **less than three years** postgraduation must complete 240 hours of structured practical training, complete the pharmacy law modules and JP exam and become listed within three years of PEBC Qualifying Exam certification.*
- *Graduates of a CCAPP-accredited pharmacy technician program who list **three or more years** postgraduation, must complete 360 hours of structured practical training, complete the pharmacy law modules and JP exam and become listed within three years of PEBC Qualifying Exam certification.*

*The Registrar and/or the Board of Examiners retain the authority to consider each individual application on its own merits and to exercise discretion in setting additional conditions of that applicant, based on the individual particulars of that application.*

**CARRIED**

## f. Complaints Committee

The Complaints Committee report to Council was circulated in advance of the meeting.

**MOTION 23/23****(D. Forbes/K. Petrasko)**

To accept the Complaints Committee Report to Council for information.

**CARRIED**

## g. Discipline Committee

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

**MOTION 24/23****(K. Petrasko/J. Ludwig)**

To accept the Discipline Committee Report to Council for information.

**CARRIED**

## h. Awards &amp; Nominating Committee

The Awards & Nominating Committee Report to Council with recommendations was circulated in advance of the meeting.

**MOTION 25/23****(W. Clark/R. Buffie)**

To accept the Awards & Nominating Committee Report to Council for information.

Abstentions: 1 (B. Mitchell)

**CARRIED****MOTION 26/23****(J. Ludwig/A. Doell)**

To accept the recommendation of the Awards & Nominating Committee that the Bonnie Schultz Memorial Award for Pharmacy Practice Excellence be presented to Ms. Lisa Zaretsky.

Abstentions: 1 (B. Mitchell)

**CARRIED**

**MOTION 27/23**

**(J. Ludwig/L. Raman-Wilms)**

To accept the recommendation of the Awards & Nominating Committee that the Patient Safety Award be presented to the Pharmacy Team at Deer Lodge Center – Dr. Pat Honcharik, Mr. Dieu Huynh, Jackie Jobin, Mrs. Alanna McNaught, Mrs. Grazia Prochazka and Mrs. Wendy Simoens.

Abstentions: 2 (B. Mitchell, J. Ludwig)

**CARRIED**

**MOTION 28/23**

**(J. Ludwig/B. Mitchell)**

To accept the recommendation of the Awards & Nominating Committee that an Honorary Life Membership be presented to Ms. Susan Lessard-Friesen.

**CARRIED**

**MOTION 29/23**

**(J. Ludwig/R. Buffie)**

To accept the recommendation of the Awards & Nominating Committee that the Young Leader Award be presented to Ms. Christine Vaccaro.

Abstentions: 1 (L. Raman-Wilms)

**CARRIED**

**MOTION 30/23**

**(J. Ludwig/R. Buffie)**

To acknowledge all members who will be recognized and receive 50-year gold pins and certificates in 2023 as listed.

**CARRIED**

**MOTION 31/23**

**(R. Buffie/D. Forbes)**

To acknowledge all members who will be recognized and receive 25-year gold pins and certificates in 2023 as listed.

**CARRIED**

i. Audit Committee

The Audit Committee has not met since its last report to Council.

j. Extended Practice Advisory Committee

The Extended Practice Advisory Committee has not met since its last report to Council.

k. Safety IQ Advisory Committee

The Safety IQ Advisory Committee has not met since its last report to Council.

## 10. Unfinished Business

### a. Proposed Amendments – Regulatory Improvements

Agenda for the February 7, 2023, meeting with the Minister of Health and related appendices provided to the Minister were circulated in advance of the meeting for information.

### b. Outstanding Legal Matter

At this time, J. Ludwig declared a conflict with this agenda item. As the item is intended for information only, consensus of Council is that J. Ludwig may participate.

A verbal update was provided on the outstanding legal matter.

*B. Booker left the meeting at 1:27 pm.*

### c. Lab Test Ordering by Pharmacists for Outpatients in Manitoba

This matter is tabled to a future meeting of Council.

### d. Internet Prescription Services (IPS)

This matter is tabled to a future meeting of Council.

### e. Federal Subsection 56(1) Exemption

This matter is tabled to a future meeting of Council.

### f. COVID-19 RADTs by Pharmacists

This matter is tabled to a future meeting of Council.

### g. Vaccinations by Pharmacists

This matter is tabled to a future meeting of Council.

### h. Removal of Natural Health Products from NAPRA's National Drug Schedules

This matter is tabled to a future meeting of Council.

### i. Professional Liability Insurance

This matter is tabled to a future meeting of Council.

## 11. New Business

### a. Updated Internship Manual & Intern Injection Authorization

At this time, L. Raman-Wilms declared a conflict with this agenda item. Consensus of Council is L. Raman-Wilms may participate in discussion and vote on any decisions associated with this item.

Updates to the Internship Manual to reflect that post-graduate internships for PharmD graduates of the College of Pharmacy, Rady Faculty of Health Sciences, University of Manitoba are now optional, as well as other changes including updating links and document names, revising content to align with current pharmacy practice and efforts to make the Manual more concise, were circulated in advance of the meeting for consideration.

**MOTION 32/23**

**(K. Petrasko/D. Forbes)**

To approve the updated CPhM Internship Manual as circulated.

**CARRIED**

The draft Intern Certification for Authorization to Administer Drugs and Vaccines by Injection application form was circulated in advance of the meeting for consideration. The current process has been reviewed and it would be prudent for interns to apply to CPhM for the authority to administer any drug or vaccine, not just the COVID-19 vaccine, to ensure that the training requirements are always completed.

**MOTION 33/23**

**(K. Petrasko/B. Mitchell)**

To approve Intern Certification for Authorization to Administer Drugs and Vaccines by Injection application form as circulated.

**CARRIED**

12. Liaison Reports

**MOTION 34/23**

**(B. Mitchell/J. Ludwig)**

To accept all liaison reports for information.

**CARRIED**

a. Pharmacy Examining Board of Canada (PEBC)

The PEBC report was circulated in advance of the meeting.

b. University of Manitoba College of Pharmacy

A verbal report was provided.

c. Canadian Society of Hospital Pharmacists (CSHP) – Manitoba Branch

The CSHP – Manitoba Branch report was circulated in advance of the meeting.

d. College of Pharmacy Student

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

e. Pharmacists Manitoba

A verbal report was provided.

f. Pharmacy Technician

The Pharmacy Technician Liaison report was circulated in advance of the meeting.

13. Correspondence – On-Board

- a. Thank You from Laila Aboulatta, Recipient of the William G. Eamer/CPhM Graduate Fellowship Scholarship
- b. Manitoba Health Thank You Letter to Olubunmi Aregbesola, Public Representative

14. In-camera

Council was invited to declare any conflicts-of-interest at this time. The following conflicts-of-interest were declared:

- 14.a. Update on Council Approved Exemption & Extension Request – J. Ludwig, K. Petrasko, B. Mitchell & J. Lamont
- 15.b. Secondary Hospital Exemption Request – Follow-up from December 9, 2022, Council Meeting – B. Mitchell
- 15.c. Pharmacy Manager at 2 Locations Request – J. Lamont
- 15.d. Pharmacy Manager at 2 Locations Request - J. Lamont

**MOTION 35/23**

**(K. Petrasko/D. Forbes)**

To move to a closed session at 1:47 pm with the following agenda:

- a. Update on Council Approved Exemption & Extension Request
- b. Secondary Hospital Exemption Request – Follow-up from December 9, 2022, Council Meeting
- c. Pharmacy Manager at 2 Locations Request
- d. Pharmacy Manager at 2 Locations Request

**CARRIED**

*J. Lamont, T. Nagra, C. Ngai, O. Serwylo, L. McKietruk, A. Andrushak, K. Chaboyer, K. McIntosh, E. Kaminsky & B. Mitchell left the meeting at 1:50 pm.*

*J. Lamont joined the meeting at 1:55 pm.*

*B. Mitchell joined the meeting at 2:12 pm.*

*R. Buffie left the meeting at 2:12 pm.*

*W. Clark left the meeting at 2:18 pm.*

*W. Clark joined the meeting at 2:22 pm.*

*R. Buffie joined the meeting at 2:35 pm.*

*J. Lamont left the meeting at 2:41 pm.*

*J. Lamont joined the meeting at 3:01 pm.*

**MOTION 36/23**

**(R. Buffie/D. Forbes)**

To reconvene in an open session at 3:02 pm.

**CARRIED**

*E. Kaminsky, K. Chaboyer, K. McIntosh, T. Nagra, A. Andrushak & C. Ngai joined the meeting at 3:03 pm.*

The following decisions are reported from the closed session:

c. & d. Pharmacy Manager at 2 Locations Requests

**MOTION 37/23**

**(J. Ludwig/L. Raman-Wilms)**

To approve both requests for pharmacy managers at 2 locations for 3 years from date of approval. If the current manager at any locations change, Council will reevaluate the approvals.

**CARRIED**

15. Council Evaluation

Council members were asked to complete an on-line evaluation following the meeting. The link to the on-line survey has been circulated to Council by email.

16. Next Meeting

The next regular meeting of Council is scheduled for:

DATE: Monday, May 1, 2023

TIME: 9:00 am. to 4:30 pm.

17. Meeting Adjournment

**MOTION 38/23**

**(D. Forbes)**

To adjourn the meeting at 3:05 pm.