



# College of Pharmacists of Manitoba

200 Tache Avenue, Winnipeg, Manitoba R2H 1A7

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

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## COUNCIL MEETING MINUTES

MONDAY, FEBRUARY 6, 2017

200 TACHE AVENUE, WINNIPEG, MANITOBA

### ATTENDANCE:

#### COUNCILLORS:

Jennifer Ludwig, President  
Petr Prochazka, Executive Treasurer  
Wendy Clark  
Dr. Xiaochen Gu, Interim Dean, College of Pharmacy  
Geoff Namaka  
Rik Panciera, Public Representative  
Derrick Sanderson  
Dinah Santos  
Audra Taylor, Public Representative  
Cheryl Zelenitsky, Public Representative

#### LIAISONS TO COUNCIL:

Ashley Walus, CSHP Liaison  
Dr. Patricia Caetano, Manitoba Health Liaison

#### COLLEGE STAFF:

Susan Lessard-Friesen, Registrar  
Todd Mereniuk, Deputy Registrar  
Jill Hardy, Assistant Registrar  
Kathy Hunter, Assistant Registrar  
Ronda Eros, Practice Consultant  
Kathy Klimasara, Executive Assistant to the Registrar

#### UNABLE TO ATTEND:

Susan Balagus, Pharmacy Technician Liaison  
Donna Forbes, Public Representative  
Travis Giavedoni, Public Representative  
Kevin Hamilton, Vice President  
Brittany Kessler, College of Pharmacy Student  
Glenda Marsh, Past President  
Sonal Purohit  
Dr. Brenna Shearer, Pharmacists Manitoba Liaison



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## 1. Convene

### a) Welcome

President Jennifer Ludwig convened the meeting at 9:05 a.m. and welcomed attendees to the meeting.

### 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 draft agenda was circulated in advance of the meeting.

**MOTION #1: MOVED BY CHERYL ZELENITSKY, SECONDED BY PETR PROCHAZKA THAT** the agenda be approved, as amended to reflect Kyle MacNair's attendance in person during the December 12, 2016, meeting.

**CARRIED**

## 3. Approval of Minutes

### a) December 12, 2016

The draft minutes of the December 12, 2016, Council meeting were circulated in advance of the meeting.

**MOTION #2: MOVED BY DINAH SANTOS, SECONDED BY PETR PROCHAZKA THAT** the minutes of the December 12, 2016, Council meeting be approved, as amended to reflect Sonal Purohit's full name and "safe" not "same" in the name, "Institute for Safe Medication Practices".

**CARRIED**

## 4. Business Arising from Minutes

The Business Arising from the Minutes of the December 12, 2016, Council meeting was circulated in advance of the meeting.

**MOTION #3: MOVED BY CHERYL ZELENITSKY, SECONDED BY PETR PROCHAZKA THAT** the Business Arising from the Minutes of the December 12, 2016, Council meeting be accepted for information.

**CARRIED**

9:09 a.m. - Dr. Patricia Caetano joined the meeting

## 5. Correspondence

### a) On Board

Not applicable.



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b) Listed

Correspondence from Registrar Susan Lessard-Friesen to Mr. Sony Perron, Senior Assistant Deputy Minister, First Nations and Inuit Health Branch, Health Canada

6. College Operations Report (amalgamates the Registrar's & Deputy Registrar's Reports to Council)  
The Operations Report was circulated in advance of the meeting.

**MOTION #4: MOVED BY PETR PROCHAZKA, SECONDED BY DERRICK SANDERSON THAT the Operations Report be accepted for information.**

**CARRIED**

7. Liaison Reports:

The following liaison reports to Council were circulated in advance of the meeting: Pharmacy Examining Board of Canada, Canadian Society of Hospital Pharmacists, College of Pharmacy Student, National Association of Pharmacy Regulatory Authorities and Pharmacists Manitoba.

a) Pharmacy Examining Board of Canada (PEBC)

No report.

b) College of Pharmacy

Dr. Xiaochen Gu provided a verbal report at the meeting.

c) Canadian Society of Hospital Pharmacists (CSHP)

The Canadian Society of Hospital Pharmacists 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) National Association of Pharmacy Regulatory Authorities

The National Association of Pharmacy Regulatory Authorities report was circulated in advance of the meeting. The "NAPRA Notes" were distributed at the meeting.

f) Pharmacists Manitoba

The Pharmacists Manitoba report was circulated in advance of the meeting. The "No New Tax on Health & Dental Benefits" document was distributed at the meeting.

g) Manitoba Health

Dr. Patricia Caetano provided a verbal update at the meeting.

h) Pharmacy Technician

No report.



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**MOTION #5: MOVED BY DERRICK SANDERSON, SECONDED BY RIK PANCIERA THAT** the Pharmacy Examining Board of Canada, Canadian Society of Hospital Pharmacists, College of Pharmacy Student, National Association of Pharmacy Regulatory Authorities and Pharmacists Manitoba reports be accepted for information.

**CARRIED**

11:20 – 11:30 a.m. - Break

8. Committee Reports:

President Ludwig turned the chair over to Executive Treasurer Petr Prochazka.

a) Executive Committee

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 #6: MOVED BY JENNIFER LUDWIG, SECONDED BY DERRICK SANDERSON THAT** the “for information” section of the Executive Committee report be accepted for information.

**CARRIED**

**MOTION #7: MOVED BY JENNIFER LUDWIG, SECONDED BY RIK PANCIERA THAT** Council appoint Ms. Karen DiMarco to the Board of Examiners.

**CARRIED**

**MOTION #8: MOVED BY JENNIFER LUDWIG, SECONDED BY RIK PANCIERA THAT** Council re-appoint Ms. Donna Forbes to the Complaints Committee.

**CARRIED**

Executive Treasurer Petr Prochazka turned the chair back over to President Ludwig.

Executive Treasurer Petr Prochazka reviewed the highlights of the 2016 budget variance report.

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

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



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**MOTION #9: MOVED BY DINAH SANTOS, SECONDED BY WENDY CLARK THAT** the Quality Assurance Committee Report to Council, including the Standards of Practice Division Report and Professional Development Division Report be accepted for information.

**CARRIED**

**MOTION #10: MOVED BY DINAH SANTOS, SECONDED BY PETR PROCHAZKA THAT** the pilot project for the ISMP Community Pharmacy Incident Reporting (CPhIR) Program be approved in principle.

**CARRIED**

**MOTION #11: MOVED BY DINAH SANTOS, SECONDED BY CHERYL ZELENITSKY THAT** the Finance and Risk Management Committee be tasked with review of fees associated with professional development accreditation assessed by other accrediting bodies be reviewed.

**WITHDRAWN**

**MOTION #12: MOVED BY DERRICK SANDERSON, SECONDED BY RIK PANCIERA THAT** the Quality Assurance Committee – Professional Development Division further develop the recommendation regarding professional development accreditations performed by the College.

**CARRIED**

12:10 p.m. – 1:17 p.m. Lunch Break

c) Governance Committee

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

**MOTION #13: MOVED BY CHERYL ZELENITSKY, SECONDED BY RIK PANCIERA THAT** the Governance Committee report be accepted for information.

**CARRIED**

The draft policy entitled, “Evaluation Policy and Evaluation Framework of the Registrar” was circulated in advance of the meeting.

**MOTION #14: MOVED BY DERRICK SANDERSON, SECONDED BY RIK PANCIERA THAT** the draft policy entitled, “Evaluation Policy and Evaluation Framework of the Registrar” be approved.

**CARRIED**



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**MOTION #15: MOVED BY DERRICK SANDERSON, SECONDED BY RIK PANCIERA THAT** the Council support the National Association of Pharmacy Regulatory Authorities (NAPRA) proposed governance structure amendments with correspondence being prepared to include a description of some concerns raised.

**CARRIED**

d) Finance & Risk Management Committee

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

**MOTION #16: MOVED BY WENDY CLARK, SECONDED BY PETR PROCHAZKA THAT** the Finance & Risk Management Committee Report be accepted for information.

**CARRIED**

**MOTION #17: MOVED BY PETR PROCHAZKA, SECONDED BY DERRICK SANDERSON THAT** the Council adopt and implement the Chartered Professional Accountants of Manitoba schedule of depreciation, as follows:

Computer Hardware	3 years
Computer Software	3 years
Office Equipment	5 years
Renovations & Leasehold Improvements	10 years

**CARRIED**

e) Board of Examiners

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

**MOTION #18: MOVED BY DR. XIAOCHEN GU, SECONDED BY RIK PANCIERA THAT** the Board of Examiners Report to Council be accepted for information.

**CARRIED**

**MOTION #19: MOVED BY DR. XIAOCHEN GU, SECONDED BY PETR PROCHAZKA THAT** Council implement a standard fee of \$28.59 plus applicable tax for all Letters of Standing produced by the College and that the by-laws be amended accordingly.

**CARRIED**

f) Discipline Committee

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



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**MOTION #20: MOVED BY RIK PANCIERA, SECONDED BY PETR PROCHAZKA THAT** the Discipline Committee Report to Council be accepted for information.

**CARRIED**

1:57 p.m. – Geoff Namaka joined the meeting

g) Awards & Nominating Committee

**MOTION #21: MOVED BY PETR PROCHAZKA, SECONDED BY AUDRA TAYLOR THAT** the Awards & Nominating Committee Report to Council be accepted for information.

**CARRIED**

**MOTION #22: MOVED BY DERRICK SANDERSON, SECONDED BY DR. XIAOCHEN GU THAT** the criteria for the Centennial Award be amended to be:

*The Centennial Award recognizes the achievement of an individual pharmacist, a group of pharmacists, an interdisciplinary group (that includes a pharmacist or pharmacists as key participants) or a pharmacy organization that has made a significant and lasting positive impact on the practice and / or profession of pharmacy.*

**CARRIED**

**MOTION #23: MOVED BY DR. XIAOCHEN GU, SECONDED BY PETR PROCHAZKA THAT** Mr. Darren Murphy be the recipient of the 2017 Bowl of Hygeia Award.

**CARRIED UNANIMOUSLY**

**MOTION #24: MOVED BY DERRICK SANDERSON, SECONDED BY DR. XIAOCHEN GU THAT** Mr. Kyle MacNair be the recipient of the 2016 Pharmacist of the Year Award.

**CARRIED UNANIMOUSLY**

**MOTION #25: MOVED BY DR. XIAOCHEN GU, SECONDED BY PETR PROCHAZKA THAT** Mr. Michael Armas be the recipient of the 2017 Bonnie Schultz Memorial Award for Pharmacy Practice Excellence.

**CARRIED UNANIMOUSLY**

**MOTION #26: MOVED BY PETR PROCHAZKA, SECONDED BY DR. XIAOCHEN GU THAT** Ms. Kim McIntosh, Ms. Nicole Nakatsu, Mr. Michael Sloan, Ms. Diana Heywood, RN MN and Dr. Marina



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Reinecke, MBChB, CCFP (ISAM Certified), as developers of the *Opioid Replacement Therapy 101: An Introduction to Clinical Practice*, be the recipients of the 2017 Patient Safety Award.

**CARRIED UNANIMOUSLY**

**MOTION #27: MOVED BY RIK PANCIERA, SECONDED BY DINAH SANTOS THAT** Ms. Penny Murray be awarded an Honorary Life Membership with the College of Pharmacists of Manitoba.

**CARRIED UNANIMOUSLY**

h) Extended Practice Advisory Committee

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

**MOTION #28: MOVED BY RIK PANCIERA, SECONDED BY AUDRA TAYLOR THAT** the Extended Practice Advisory Committee Report to Council be accepted for information.

**CARRIED**

9. Unfinished Business

a) Regulations Implementation Update

(i.) Lab Test Ordering and eChart in Community Pharmacies

Collaborative efforts continue to be made with respect to implementation of lab test ordering and eChart access in community pharmacies in partnership with the College of Pharmacy, Rady Faculty of Health Sciences, University of Manitoba and Pharmacists Manitoba.

(ii.) Ad-hoc Committee for Self-Limiting Conditions

The ad-hoc committee has been completing assignments for environmental scans and recommendations; a verbal progress report was provided by staff resource to the ad-hoc committee Kathy Hunter.

b) Implementation of NAPRA Compounding Standards

Assistant Registrar Jill Hardy is the College's lead on the work surrounding the NAPRA compounding standards. At Council's request during the December 12, 2016, meeting, Mr. Pat Trozzo and Mr. Paul Penner of CancerCare Manitoba, along with Ms. Stephanie Dudok of Manitoba Health, were invited to meet with Council on February 6, 2017, for discussion on the implementation of the NAPRA Model Standards for the Compounding of Non-Hazardous Sterile Preparations and the Compounding of Hazardous Sterile Preparations. Proposed timelines for implementation of the standards, as approved in principle by Council on December 12, 2016, and the NAPRA Model Standards for Compounding documents were circulated in advance of the meeting.





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Mr. Pat Trozzo, Mr. Paul Penner, and Ms. Stephanie Dudok joined the meeting at 10:30 a.m.

Council and guests discussed the potential implications of approval of the implementation timelines for the NAPRA Model Standards for the Compounding of Non-Hazardous Sterile Preparations and the Compounding of Hazardous Sterile Preparations.

Mr. Trozzo, Mr. Penner, and Ms. Dudok left the meeting at 11:20 a.m.

**MOTION #29: MOVED BY DERRICK SANDERSON, SECONDED BY RIK PANCIERA THAT** Council approve a phased implementation date of June 1, 2018, with the expectation for total compliance throughout Manitoba by January 1, 2021, for the NAPRA Model Standards for the Compounding of Non-Hazardous Sterile Preparations and the Compounding of Hazardous Sterile Preparations.

**CARRIED**

c) Medical Assistance in Dying (MAiD)

The Registrar provided a verbal update on attendance at the MAiD Implementation Group meeting held on January 27, 2017.

d) End Date for the Alternate Verification Program

At the December 12, 2016, Council meeting, it was recommended that the Executive Committee meet with the Regional Pharmacy Managers to discuss the end date for the transitional Alternate Verification Program. The Regional Pharmacy Managers joined the Executive Committee meeting on January 9, 2017. Attendees were: Ron Eros (in person), Jane Lamont (in person), Kyle MacNair (in person), Derrick Sanderson (via teleconference) and Kurt Schroeder (via teleconference). Collectively, the group of Regional Pharmacy Managers was supportive of a late 2019 end to the Alternate Verification Program. The request by the Regional Pharmacy Managers to pursue the re-establishing of a Fall 2018 PEBC Qualifying Exam date was made, along with the request to keep the regulation and future licensing of pharmacy technicians on the agenda for meetings with government. Subsequent to that meeting, the College has received confirmation from PEBC that a Fall 2018 PEBC Qualifying Exam will occur. At this meeting, Council considered the end date for the Alternate Verification Program.

**MOTION #30: MOVED BY PETR PROCHAZKA, SECONDED BY DERRICK SANDERSON THAT** Council approve an end date for the Alternate Verification Program in Manitoba of October 31, 2019.

**CARRIED**

e) Inducements



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The issue of inducements and concerns over promotional programs is being raised by members on several fronts.

For discussion purposes, the document prepared by the Alberta College of Pharmacists entitled, “Inducements for Drugs and Professional Services – A Basis for a Prohibition” was circulated in advance of the meeting.

2:52 p.m. – Dinah Santos left the meeting

f) Update on Naloxone

A verbal update was provided at the meeting as an overview of the College’s efforts to promote access to naloxone including, but not limited to, a listing of pharmacies providing naloxone with training on its use in an opioid emergency, and other educational resources on naloxone.

g) Annual Report

At the December 12, 2016, meeting, Council was supportive of revamping the look and content of the Annual Report, to include all information required by legislation. The College staff have been preparing the information and provided a sample of the new look and method of reporting for Council’s information.

**MOTION #31: MOVED BY RIK PANCIERA, SECONDED BY GEOFF NAMAKA THAT** Council approve for distribution to the members the agenda of the 2017 Annual General Meeting.

**CARRIED**

## 10. New Business

a) Request from a Member

Typically, the Registrar approves applications for Satellite Pharmacies. However, exceptions were requested, requiring Council to consider the request. Circulated in advance of the meeting was a request from Riley Love (pharmacist at Ashern Pharmacy) seeking approval for exceptions while awaiting construction of a compliant pharmacy space in Fairford, Manitoba.

**MOTION #32: MOVED BY DERRICK SANDERSON, SECONDED BY CHERYL ZELENIISKY THAT** Council approve the exceptions for the application of a satellite pharmacy for Ashern Pharmacy for two years while construction of a compliant satellite pharmacy is completed.

**CARRIED**

b) Pharmacy Technician Final Check Applications

Council considered Pharmacy Technician Final Check Applications. To date, the College has received three complete applications for Council’s consideration. College staff review the applications for completeness, as well as a review of the proposed pharmacy procedures. When the College staff believe additional clarifying information is needed, they discuss these needs



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with the applicant and request that the application be resubmitted including additional outstanding information.

- (i.) Shoppers Drug Mart #545

**MOTION #33: MOVED BY DERRICK SANDERSON, SECONDED BY CHERYL ZELENIISKY THAT** Council approve the application for Pharmacy Technician Final Check Program as made by Pharmacy Manager Erica Dueck on behalf of Shoppers Drug Mart #545.

**CARRIED – 1 OPPOSED (GEOFF NAMAKA)**

- (ii.) Grand Medicine Health Sciences Pharmacy

**MOTION #34: MOVED BY DERRICK SANDERSON, SECONDED BY RIK PANCIERA THAT** Council approve the application for Pharmacy Technician Final Check Program as made by Pharmacy Manager Derek Risbey on behalf of Grand Medicine Health Sciences Pharmacy.

**CARRIED – 1 OPPOSED (GEOFF NAMAKA)**

- (iii.) Leila Pharmacy

**MOTION #35: MOVED BY DERRICK SANDERSON, SECONDED BY RIK PANCIERA THAT** Council approve the application for Pharmacy Technician Final Check Program as made by Pharmacy Manager Karina Cheung on behalf of Leila Pharmacy.

**CARRIED – 1 OPPOSED (GEOFF NAMAKA)**

- c) Public Representatives to the College

The Registrar provided a verbal update on a recent meeting of the Manitoba Alliance of Health Regulatory Colleges, in which the subject of public representative appointees was discussed by the Alliance and members of the legislative unit of Manitoba Health.

- d) Mifegymiso

There have been reports that a supply of mifegymiso is currently being distributed in Canada. Health Canada has ordered a restricted distribution system for the drug which permits only those physicians who have undertaken an educational program developed by the Society of Obstetricians and Gynecologists of Canada (SOGC) to provide the drug directly to the patient. The Registrar provided a verbal report on her recent discussions with the Registrar of The College of Physicians and Surgeons of Manitoba and the Executive Director of the College of Registered Nurses of Manitoba with respect to the restricted distribution system for mifegymiso in Manitoba.



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4:02 – 4:11 p.m.

e) In Camera Session

Several items were considered during the “In Camera” session. College staff were invited to remain during the in camera session.

Council moved to a regular session.

f) Adjourn

**MOTION #36: MOVED BY CHERYL ZELENITSKY THAT the meeting adjourn.**

**CARRIED**

The meeting adjourned at 6:00 p.m.