



# 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

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## COUNCIL MEETING MINUTES

FRIDAY, APRIL 25, 2014

DELTA HOTEL – 350 ST. MARY’S AVENUE, WINNIPEG, MANITOBA

MEETING ROOM: CAMPAIGN B

### MEMBERS PRESENT:

Kyle MacNair, President  
Kristine Petrasko, Vice President  
Geoff Namaka, Executive Treasurer  
Shawn Bugden, Past President  
Neal Davies, Dean – Faculty of Pharmacy  
Jennifer Ludwig  
Glenda Marsh  
Dinah Santos  
Kurt Schroeder  
Randy Stephanchew

### PUBLIC REPRESENTATIVE:

Donna Forbes  
Travis Giavedoni

### LIAISON MEMBERS:

Patricia Caetano, Government Liaison  
Camille Manansala, Pharmacy Student Liaison  
Nicole Nakatsu, CSHP – MB Branch Liaison

### STAFF MEMBERS:

Ronald Guse, Registrar  
Susan Lessard-Friesen, Deputy Registrar  
Kim McIntosh, Assistant Registrar  
Todd Mereniuk, Assistant Registrar  
Kathy Wright, Executive Assistant to the Registrar

### GUESTS:

Brent Booker, Newly Elected Council Member  
Kevin Hamilton, Newly Elected Council Member  
Petr Prochazka, Newly Elected Council Member  
Derrick Sanderson, Newly Elected Council Member

### REGRETS:

Brenna Shearer, MSP Liaison



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1. Convene
  - a) Welcome & introductions  
President MacNair convened the meeting at 9:00 a.m. and welcomed Council members, liaison members, newly elected Council members and College 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 SHAWN BUGDEN, SECONDED BY GEOFF NAMAKA THAT the agenda be approved.**

**CARRIED**

3. Approval of Council Meeting Minutes
  - a) February 10, 2014, Council Meeting  
The draft of the February 10, 2014, Council meeting minutes was circulated in advance of the meeting.

**MOTION #2 – MOVED BY JENNIFER LUDWIG, SECONDED BY SHAWN BUGDEN THAT the minutes of the February 10, 2014, Council meeting be approved.**

**CARRIED**

The draft of the March 17, 2014, Special Council meeting minutes will be presented at the June 23, 2014, Council meeting.

4. Business Arising from Minutes  
The Business Arising from the Minutes of the February 10, 2014, and the March 17, 2014, Council meetings was circulated in advance of the meeting.

**MOTION #3 – MOVED BY GLENDA MARSH, SECONDED BY DONNA FORBES THAT the Business Arising from the Minutes be accepted for information.**

**CARRIED**

5. Correspondence
  - a) On Board



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- (i) Copy of NAPRA document entitled, “Professional Competencies for Canadian Pharmacists at Entry to Practice (March 2014)”;
- (ii) Copy of NAPRA document entitled, “Professional Competencies for Canadian Pharmacy Technicians at Entry to Practice (March 2014)”;
- (iii) Correspondence from Ms. Karen Woloschuk, Director, Advancement Services and Lifetime Giving, the University of Manitoba Donor Relations expressing gratitude for a donation allocated to the pharmacy class of 2004 memorial scholarship;
- (iv) Copy of correspondence from Ms. Laurie Thompson, Executive Director of the Manitoba Institute for Patient Safety, dated April 17, 2014, and addressed to past recipients of the Dr. John Wade Research Award inviting recipients and their teams to the “Growing the Legacy” event on May 26, 2014;
- (v) Copy of correspondence to Mr. Gregory J. Greiner of Greiner Law Corporation, from Registrar Guse dated February 19, 2014, and expressing acknowledgement and gratitude of the gift of \$20,000 from the estate of Ms. Irene Lewis to the College of Pharmacists;
- (vi) Copy of representation letters to Grant Thornton, from Registrar Guse and Deputy Registrar Susan Lessard-Friesen dated March 17, 2014, related to the 2013 financial statements of the College of Pharmacists of Manitoba;
- (vii) Copy of correspondence to Mr. Michael Gardner, Acting Director – Program Analysis Division, Non-Insured Health Benefits, First Nation and Inuit Health Branch, Health Canada, from Registrar Guse dated February 26, 2014, and expressing concerns with the decision not to recognize a prescription issued by a pharmacist in the province of Manitoba as a benefit for those persons covered through the NIHB program;
- (viii) Copy of correspondence to Mr. David Zimmer, President of the Manitoba International Pharmacists Association, from Registrar Guse dated March 28, 2014, in response to feedback provided related to the draft Central Fill practice direction;
- (ix) Copy of correspondence to Mr. Patrick Fitch, President-elect of the Canadian Society of Hospital Pharmacists – Manitoba Branch, from Registrar Guse dated March 28, 2014, in response to feedback provided related to the draft Central Fill practice direction;
- (x) Copy of correspondence to Mr. Scott McFeetors, President of the Manitoba Society of Pharmacists, from Registrar Guse dated March 28, 2014, in response to feedback provided related to the draft Central Fill practice direction;



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- (xi) Copy of correspondence to Mr. Paul Clark of Providen Pharmacy Logistics Ltd., from Registrar Guse dated March 28, 2014, in response to feedback provided related to the draft Central Fill practice direction;
- (xii) Copy of correspondence to Ms. Gail Halko, Chief Operating Officer of Grand Medicine Pharmacy, from Registrar Guse dated March 28, 2014, in response to feedback provided related to the draft Central Fill practice direction;
- (xiii) Copy of the fully executed Service Purchase Agreement for the M3P program for the April 1, 2013, to March 31, 2014, year;
- (xiv) Copy of correspondence to Mr. Howard Anderson, Secretary/Treasurer of NABP/AACP District V, from Registrar Guse dated February 19, 2014, for the purpose of providing the final accounting for the 2013 District V meetings hosted by the College; and
- (xv) The Spring/Summer 2014 issue of the newsletter from the University of Manitoba Faculty of Pharmacy

b) Listed

The following correspondence was circulated in advance of the meeting.

- (i.) Correspondence from Brian Postl, Dean, Faculty of Health Sciences & Vice Provost (Health Sciences) and Neal Davies, Dean & Professor, College of Pharmacy, University of Manitoba regarding the new Faculty of Health Sciences
- (ii.) Correspondence from Ray Karasevich, Secretary, Council on Post-Secondary Education, addressed to Dr. David Barnard, President and Vice Chancellor, University of Manitoba regarding a Doctor of Pharmacy Program

6. Registrar's Report

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

**MOTION #4 – MOVED BY KURT SCHROEDER, SECONDED BY DINAH SANTOS THAT the Registrar's Report be accepted for information.**

**CARRIED**

7. Deputy Registrar's Report

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

**MOTION #5 – MOVED BY KRISTINE PETRASKO, SECONDED BY DONNA FORBES THAT the Deputy Registrar's Report to Council be accepted for information.**

**CARRIED**



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## 8. Liaison Reports:

The following Liaison Reports were circulated in advance of the meeting: Pharmacy Examining Board of Canada, Faculty of Pharmacy Student, and NAPRA.

**MOTION #6 – MOVED BY KURT SCHROEDER, SECONDED BY JENNIFER LUDWIG THAT the Pharmacy Examining Board of Canada, Faculty of Pharmacy Student, and NAPRA liaison reports be accepted for information.**

### **CARRIED**

- a) Pharmacy Examining Board of Canada (PEBC)  
The Pharmacy Examining Board of Canada liaison report to Council was circulated in advance of the meeting.
- b) Faculty of Pharmacy  
Dr. Neal Davies provided a verbal report at the meeting.
- c) Canadian Society of Hospital Pharmacists (CSHP)  
Nicole Nakatsu provided a verbal report at the meeting.
- d) Faculty of Pharmacy Student  
The Faculty of Pharmacy Student liaison report to Council was circulated in advance of the meeting.

President MacNair turned the chair over to Vice President Petrasko.

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

Vice President Petrasko returned the chair to President MacNair.

- f) Manitoba Society of Pharmacists  
No report
- g) Manitoba Health  
Dr. Trish Caetano provided a verbal report at the meeting.

Break: 10:05 – 10:15 a.m.

## 9. Committee Reports:

President MacNair turned the chair over to Vice President Petrasko.



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a) Executive Committee

The Executive Committee report to Council, including the budget update, was circulated in advance of the meeting.

**MOTION #7 – MOVED BY KYLE MACNAIR, SECONDED BY JENNIFER LUDWIG THAT** the Executive Committee report to Council be accepted for information.

**CARRIED**

The Council asked the Executive Committee and the Registrar to review the fees from the accountant for the 2013 audit and bring a recommendation to Council.

Council asked the Registrar to work with Councillor Giavedoni to create a new template for the budget update broken down into quarters for revenue and expenses.

**MOTION #8 – MOVED BY KYLE MACNAIR, SECONDED BY KURT SCHROEDER THAT** the NAPRA document entitled, “Pharmacy Practice Management Systems: Requirements to support NAPRA’s “Model Standards of Practice for Canadian Pharmacists” (November 2013) be approved by Council for January 1, 2016, implementation.

**CARRIED**

Vice President Petrasko returned the chair to President MacNair.

b) Professional Development Committee

The Professional Development Committee report was circulated in advance of the meeting. The report was submitted into two sections: 1.) For information, and 2.) Recommendations to Council.

**MOTION #9 – MOVED BY KRISTINE PETRASKO, SECONDED BY KURT SCHROEDER THAT** the “for information” section of the report be accepted for information.

**CARRIED**

**MOTION #10 – MOVED BY KRISTINE PETRASKO, SECONDED BY KURT SCHROEDER THAT** Council recognizes a pharmacist’s authorization to administer injections from another Canadian jurisdiction if that province has the same CCCEP Stage II injection training accreditation requirement and that pharmacist’s authorization is current/active at the time of application. These pharmacists must



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still complete the Manitoba Module: Administration of Injections, meet the CPR/First Aid requirements, and submit an Application for Authorization to Administer Drugs and Vaccinations by Injection to the College of Pharmacists of Manitoba.

## **CARRIED**

**MOTION #11 – MOVED BY KRISTINE PETRASKO, SECONDED BY DINAH SANTOS THAT** Council approve the following as requirements regarding injection recertification:

1. A self-declaration of proficiency of knowledge and skills as part of annual license renewal; and
2. Retraining in a full CCCEP Stage II injection course if an injection has not been given in the preceding three years; and
3. Effective January 1, 2015, retraining in a full CCCEP Stage II injection course if an injection has not been given within one year after completion of the initial training course; and
4. Effective January 1, 2015, a pharmacist must apply and receive certification of injection authorization from the College of Pharmacists of Manitoba within one year of completing the required training or within one year of graduating from a Faculty of Pharmacy in Canada.

## **CARRIED**

- c) Standards of Practice Committee  
The Standards of Practice Committee report was circulated in advance of the meeting. The report was submitted into two sections: 1.) For information, and 2.) Recommendations to Council.

**MOTION #12 – MOVED BY KURT SCHROEDER, SECONDED BY SHAWN BUGDEN THAT** the “for information” section of the report be accepted for information.

## **CARRIED**

**MOTION #13 – MOVED BY KURT SCHROEDER, SECONDED BY TRAVIS GIAVEDONI THAT** the draft practice direction entitled “Pharmacy Closures,” as amended, be approved for member and stakeholder consultation.

## **CARRIED**

- d) Board of Examiners  
The Board of Examiners report was circulated in advance of the meeting.



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**MOTION #14 – MOVED BY NEAL DAVIES, SECONDED BY KURT SCHROEDER THAT the Board of Examiners report be accepted for information.**

**CARRIED**

- e) Discipline Committee  
The Discipline Committee Report was circulated in advance of the meeting.

**MOTION #15 – MOVED BY GLENDA MARSH, SECONDED BY DINAH SANTOS THAT the Discipline Committee report be accepted for information.**

**CARRIED**

- f) Awards & Nominating Committee  
No report.
- g) Governance Committee  
No report.
- h) Finance & Risk Management Committee  
No report.

## 10. Unfinished Business

- a) Regulations and Implementation Update  
(i.) Approval of Applications
- a) Pharmacist Academic Register Application
  - b) Pharmacy Technician Application
  - c) Pharmacy Technician in Training Application
  - d) Pharmacist New Grad Application
  - e) Council to establish a fee for technicians taking the jurisprudence exam.

The above referenced draft applications were circulated in advance of the meeting.

**MOTION #16 – MOVED BY KRISTINE PETRASKO, SECONDED BY DINAH SANTOS THAT Council approve the Pharmacist Academic Register Application.**

**CARRIED**





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**MOTION #17 – MOVED BY SHAWN BUGDEN, SECONDED BY GLENDA MARSH THAT** Council approve the Pharmacy Technician Application.

**CARRIED**

**MOTION #18 – MOVED BY KURT SCHROEDER, SECONDED BY GEOFF NAMAKA THAT** Council approve the Pharmacy Technician in Training application, with the following amendment: the addition of a \$23.84 fee to be paid by applicants.

**CARRIED**

**MOTION #19 – MOVED BY JENNIFER LUDWIG, SECONDED BY DONNA FORBES THAT** Council approve the Application for Registration and Initial Licensure for University of Manitoba Graduates.

**CARRIED**

**MOTION #20 – MOVED BY KRISTINE PETRASKO, SECONDED BY SHAWN BUGDEN THAT** Council approve a fee in the amount of \$50 for pharmacy technicians to take the jurisprudence exam.

**CARRIED**

Council instructed the Registrar to develop a document clarifying the areas included and excluded in “adaptation of a prescription.”

- b) Strategic Plan Update  
The document entitled, “Strategic Plan 2012: Status Report” was distributed at the meeting.
- c) International Prescription Service Pharmacy  
The matter was discussed during an in camera session. Randy Stephanchew left the meeting while this matter was discussed in camera. (See agenda item 11.e.)

The following motion was made after returning to a regular session:

**MOTION #21 – MOVED BY SHAWN BUGDEN, SECONDED BY KURT SCHROEDER THAT** Council approve the settlement agreement between the Manitoba International Pharmacists Association and the Manitoba Pharmaceutical Association (corporate successor College of Pharmacists of Manitoba).



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## CARRIED

### 11. New Business

#### a) Ratification of Preceptor Approvals

A list of newly approved preceptors was circulated in advance of the meeting and distributed at the meeting.

**MOTION #22 - MOVED BY KURT SCHROEDER, SECONDED BY SHAWN BUGDEN THAT** Council ratifies the list of newly approved preceptors.

## CARRIED

#### b) Licensing Request from Prairie Mountain Health

**MOTION #23 – MOVED BY KURT SCHROEDER, SECONDED BY JENNIFER LUDWIG THAT**

1.) the Pharmacy Manager for Dauphin Regional Health Centre is authorized to serve as the Pharmacy Manager for Dauphin Regional Health Centre and Swan Valley Hospital, and

2.) the Pharmacy Manager for Neepawa Hospital is authorized to serve as the Pharmacy Manager for Neepawa Hospital and Russell Hospital, and

3.) the matter of Pharmacy Managers serving as Pharmacy Manager for more than one pharmacy is to be referred to the Executive Committee for a recommendation to Council.

## CARRIED

#### c) Request from a Member

**MOTION #24 – MOVED BY KURT SCHROEDER, SECONDED BY SHAWN BUGDEN THAT** Medhat Gelo serve as the Pharmacy Manager for both the Drug Store Pharmacy in Swan River, and the Snow Lake Pharmacy temporarily for a period of six months.

## CARRIED

#### d) Annual General Meeting

President MacNair led a discussion on requirements of Council members for the April 26, 2014, Annual General Meeting.

#### e) In Camera Session

College of Pharmacists Legal Counsel David Marr joined the meeting at 11:45 a.m.

Liaison members left the meeting at 11:45 a.m.



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College staff were asked to attend the in camera session.

Council moved to a regular session at 11:55 a.m.

**MOTION # 25 – MOVED BY SHAWN BUGDEN, SECONDED BY DONNA FORBES THAT** Council support in principle the initiatives by Manitoba Health for the elimination of Talwin from being prescribed and dispensed in Manitoba.

**CARRIED**

At 11:55 a.m. Council member Randy Stephanchew declared a conflict-of-interest and left the meeting prior to discussion on the matter of the IPS lawsuit.

College staff were invited to remain in the meeting.

12.) Adjourn

**MOTION #26 – MOVED BY SHAWN BUGDEN, SECONDED BY DINAH SANTOS THAT** the meeting adjourn.

**CARRIED**

The meeting adjourned at 12:10 p.m.