



**MINUTES – March 24, 2021 - Transitional Council Meeting  
9:00a.m. – 4:30p.m.**

Attendance					
Council Member	Present	Regrets	Council Member	Present	Regrets
Dr. John Wade	X		Madeline Baril	X	
Marilyn McNeill	X		Sarah Peto	X	
Tom Wallace	X		Brenna Eastman		X
Bryan Jacobson	X		Cam Ritzer	X	
Christine Greer	X		David Driedger	X	
Jean Cox	X		Jeff McConnell	X	
Karen Martin	X		Leah Braun	X	
Ryan Youngson	X				
Staff Member	Present	Regrets	Staff Member	Present	Regrets
Trish Bergal	X		Leith Saunders	X	
Chris Ewacha	X		Sharon Connors (recorder)	X	

**Observers:** Jeff Lewicki; Greg Graceffo; Christian Schmidt; Eric Glass

<b>1.0</b>	<p><b><u>Call to Order - Dr. J. Wade</u></b> Dr. Wade called the meeting to order at 0901 h. Trish introduced the Observers to the Council Meeting.</p>
<b>1.1</b>	<p><b><u>Land Acknowledgement Statement</u></b> Dr. Wade read the land acknowledgement statement.</p>
<b>1.2</b>	<p><b><u>Adoption of Agenda</u></b> Christine Greer made a motion to adopt the agenda as presented, seconded by Jeff McConnell <b>MOTION CARRIED</b></p>
<b>1.3</b>	<p><b><u>Declarations of Conflict of Interest</u></b> No conflict of interests were identified.</p>
<b>2.1 – 2.5</b>	<p><b><u>Approval of Minutes – Dr. J. Wade</u></b> December 16, 2020 Transitional Council Meeting Minutes – Moved by Marilyn McNeill, seconded by Madeleine Baril to adopt the minutes from the December 16, 2020 Transitional Council meeting as presented. <b>MOTION CARRIED</b></p> <p>January 24, 2021 Transitional Council Meeting Minutes – Moved by Jean Cox, seconded by Christine Greer to adopt the minutes of the January 24, 2021 Transitional Council Meeting as presented <b>MOTION CARRIED</b></p> <p>February 2, 2021 Transitional Council Meeting Minutes – correction made to reflect that Jeff McConnell was not in attendance – Moved by Christine Greer and seconded by Jeff McConnell to adopt the February 2, 2021 Transitional Council meeting minutes with the correction to attendance as noted. <b>MOTION CARRIED</b></p>



	<p>February 25, 2021 Transitional Council Meeting Minutes – Moved by Tom Wallace, seconded by Ryan Youngson, to adopt the minutes of the February 25, 2021 Transitional Council meeting as presented <b>MOTION CARRIED</b></p> <p>March 4, 2021 Transitional Council Meeting Minutes – Moved by Jean Cox, seconded by Karen Martin to adopt the minutes of the March 4, 2021 Transitional Council meeting as presented. <b>MOTION CARRIED</b></p>
<b>3.1</b>	<p><b><u>Environmental Scan</u></b></p> <p>The environmental scan for COPR National Standards Framework was presented by Trish. This is new knowledge for some of the Council members and discussion followed about the history of work taken by PAC and now COPR related to revising national standards. Council confirmed they are supportive of the direction being taken by COPR to revise/update the entry to practice standards.</p>
<b>3.2</b>	<p><b><u>Media scan – deferred to next meeting.</u></b></p>
<b>4.1</b>	<p><b><u>Chair Report</u></b></p> <p>Dr Wade highlighted two meetings over the last month:</p> <ul style="list-style-type: none"><li>• Met with Deputy Minister, Karen Herd - brought to the Deputy Minister’s attention the status on the CPMB reserve fund. The other was the issue of education, many private organizations in paramedic education business, reminded her a position paper on the future of paramedic education was submitted and direction on this is waiting a response.</li><li>• Met with Minister of Health, Heather Stefanson for a meet and greet; Karen Herd had apprised her of some of our issues; continue waiting for word back on those two matters.</li></ul>
<b>4.2</b>	<p><b><u>Executive Director Report</u></b></p> <ul style="list-style-type: none"><li>• The Executive Director’s report was reviewed by Council. No further questions were asked and the report was accepted as presented.</li></ul>
<b>4.3</b>	<p><b><u>Governance Report</u></b></p> <p>Tom Wallace presented the Governance report</p> <ul style="list-style-type: none"><li>• Discussion about developing a webinar on the College Bylaws for our registrants, where audio would be applied to a presentation, we would post this on our website as a tool for registrants to understand our Bylaws prior to the June AGM</li></ul> <p><b>ACTION:</b> College and Council will participate in hosting a webinar that explains the Bylaws, the content and the rationale prior to our AGM. Tom, Jeff, Ryan, and Leah volunteered.</p>
<b>4.3.1</b>	<p><b>Motion 1:</b> Moved by Tom Wallace on behalf of Governance committee that the College of Paramedics of Manitoba Transitional Council approve in principle a revision to section 3.1 of the Bylaws as presented. Seconded by David Driedger. <b>MOTION CARRIED</b></p>
<b>4.3.2</b>	<p><b>Motion 2:</b> Moved by Tom Wallace on behalf of Governance committee that the College of Paramedics of Manitoba Transitional Council approve the Council Self-Evaluation tool as an appendix to GP Council Effectiveness policy. Seconded by Jeff McConnell <b>MOTION CARRIED</b></p>



4.3.3	<p><b>Motion 3:</b> Moved by Tom Wallace on behalf of Governance committee that the College of Paramedics of Manitoba Transitional Council approve EE: Investment and Reserve Fund Policy as presented. Seconded by Jeff McConnell. <b>MOTION CARRIED</b></p>
4.3.4	<p><b>Motion 4:</b> Moved by Tom Wallace on behalf of Governance committee that the College of Paramedics of Manitoba Transitional Council approve EE: Vendor Relations and Procurement Management as presented. Seconded by Jean Cox. <b>MOTION CARRIED</b></p>
4.4	<p><b><u>Finance, Audit and Risk Report</u></b> The report from the Finance Audit and Risk Committee was presented by Jean Cox.</p> <p>Moved by Jean Cox on behalf of Finance, Audit and Risk Committee that the College of Paramedics of Manitoba Transitional Council approve the decision to have the Executive Director operate on the basis of the 20/21 budget until such time as the 21/22 budget can be finalized. Seconded by Cam Ritzer. <b>MOTION CARRIED</b></p>
4.4.1	<p><b><u>Quarterly Monitoring Report</u></b> Trish presented the Q3 quarterly monitoring report included in the meeting package.</p> <p>Moved by Cam Ritzer, seconded by Marilyn McNeil that the College of Paramedics of Manitoba Transitional Council approve the Quarter Three 2020-2021 Financial Monitoring Report as presented. Seconded by Marilyn McNeill. <b>MOTION CARRIED</b></p>
4.5	<p><b><u>Briefing Report: Appointments Committee</u></b> The Appointments committee report was presented by Marilyn McNeil.</p> <p><b>Motion 1:</b> Moved by Marilyn McNeil on behalf of the Appointments Committee that the Transitional Council of the College of Paramedics of Manitoba, accept the appointment of Sarah Peto to the Appointments committee. Seconded by Bryan Jacobsen. <b>MOTION CARRIED</b></p> <p><b>Motion 2:</b> Moved by Marilyn McNeill on behalf of the Appointments Committee that the Transitional Council of the College of Paramedics of Manitoba recommend to the Minister to appoint Greg Graceffo as a public representative to the College Council commencing June 2021. Seconded by Ryan Youngson, <b>MOTION CARRIED</b></p>
4.6	<p><b><u>COPR Exam Committee Appointments</u></b> Transitional Council reviewed the briefing note presented in the Council package</p> <p>Moved by Christine Greer, seconded by Marilyn McNeill that that the Transitional Council of the College of Paramedics of Manitoba appoint the following persons as representatives to the COPR Exam Working Groups: EMR: Sally Shurvell, Tammy McConnell, Mike Wiens, Ava Grexton; PCP: Evelyn Green, Nathan Buhler; ACP: Paul Nairn, Stephen Brglez. <b>MOTION CARRIED</b></p>
5.1	<p><b><u>Executive Director Monitoring Report Briefing Report</u></b> T. Bergal presented the Executive Director Monitoring Report briefing note. Discussion by Transitional Council indicated that the monitoring reports are considered a valuable product; accountability to the council is important; monitoring reports help frame the evaluation process of the ED of the College. The existing report methodology will thus be maintained.</p>



<b>5.2</b>	<p><b><u>Investment and Reserve Fund Monitoring Report</u></b></p> <p>T. Bergal presented the Executive Director Monitoring Report related to Investment and Reserve Fund policy.</p> <p>Moved by Karen Martin, seconded by Jean Cox that the Transitional Council of the College of Paramedics of Manitoba approve the Investment and Reserve Fund Monitoring report as presented. <b>MOTION CARRIED</b></p>
<b>5.3</b>	<p><b><u>Management of Human Resources Monitoring Report</u></b></p> <p>T. Bergal presented the Management of Human Resources Monitoring Report.</p> <p>Moved by Marilyn McNeill, seconded by David Driedger that the Transitional Council of the College of Paramedics of Manitoba approve the Management of Human Resources Monitoring report as presented. <b>MOTION CARRIED</b></p>
<b>6.1</b>	<p><b><u>Implementation Plan Strategic Priorities 21/22</u></b></p> <p>The Implementation Plan on the Strategic Priorities for 21/22 were presented as attached in the meeting package.</p> <p>Discussion ensued:</p> <ul style="list-style-type: none"><li>• A communication strategy consultant was hired – Vogel Communications; Sharon Vogel will assist the College with various communications strategies.</li><li>• The format of AGM was discussed by Executive and they had asked T. Bergal to invite a guest speaker to speak on the topic of governance; Hoping the guest speaker will also be able to speak to the importance of self regulation and that self regulation occurs out of the mandate to protect the public interest and the governance model to make sure you are achieving the mandate.</li></ul> <p>Moved by Jeff McConnell, seconded by Karen Martin, that the Transitional Council of the College of Paramedics of Manitoba approve the Strategic Priority Implementation Plan as presented. <b>MOTION CARRIED</b></p>
<b>6.2</b>	<p><b><u>Prep for AGM</u></b></p> <p>Trish presented the Preparation for AGM Briefing Note as included in the meeting package, in addition she presented the draft AGM notice and agenda for discussion. Bylaw changes are needed as the timelines described were not operationally congruent.</p> <p>College staff will be working with legal counsel and Vera Chernecki, the College Parliamentarian on finalizing the AGM notice and supporting documents and they will be sent out and published on the website on April 29<sup>th</sup>.</p> <p>Moved by Ryan Youngson, seconded by Marilyn McNeil that the Transitional Council of the College of Paramedics of Manitoba approve the draft amendments to the Bylaws as described in sections 4.3 and 7.2. <b>MOTION CARRIED</b></p>



<b>6.3</b>	<p><b><u>Council Appointment Process</u></b></p> <p>College legal counsel provided some modifications to the Appointment process document and the new version has been uploaded to the meeting package.</p> <p>Moved by Madeline Baril, seconded by Sarah Peto that the Transitional Council of the College of Paramedics of Manitoba approve the Council Skills Matrix as presented. <b>MOTION CARRIED</b></p> <p>Moved by Karen Martin, seconded by David Driedger that the Transitional Council of the College of Paramedics of Manitoba approve the Notice of Appointment to be issued on March 29, 2021 for 30 days, with a closing date of April 27, 2021. <b>MOTION CARRIED</b></p> <p>Moved by Jeff McConnell, seconded by Madeleine Baril, that the Transitional Council of the College of Paramedics of Manitoba approve the reappointment of 4 Paramedic Council members for a second term of office and appoint 3 new Paramedic Council positions as part of the 2021 appointment process. <b>MOTION CARRIED</b></p>
<b>6.4</b>	<p><b><u>Update COPR EMR Exam</u></b></p> <p>The Briefing Note on the COPR EMR Exam was reviewed by Transitional Council.</p> <p>Moved by Marilyn McNeill, seconded by Ryan Youngson that the Transitional Council of the College of Paramedics of Manitoba approve the COPR national exam for EMR entry-level competence beginning May 2021 <b>MOTION CARRIED</b></p>
<b>6.5</b>	<p><b><u>MAHRC Strategic Plan/Participation Costs</u></b></p> <p>The briefing note on the MAHRC strategic planning process and the potential associated costs was reviewed by Transitional Council.</p> <p>Moved by Christine Greer, seconded by Leah Braun that the Transitional Council of the College of Paramedics of Manitoba support the College portion of participation fees once the final budget and methodology of contribution is finalized by the MAHRC strategic planning implementation working group. <b>MOTION CARRIED</b></p>
<b>6.6</b>	<p><b><u>Shared Health Transformation Presentation</u></b></p> <p>Helen Clark, COO Emergency Response Services and CAHO for Shared Health and Ryan Sneath, Executive Director ERS provided a presentation on the transform ERS project vision and goals.</p> <p>Helen advised the impact of COVID 19 has delayed many of the transformation plans</p>
<b>7.1</b>	<p><b><u>Communication Strategy – (In Camera)</u></b></p> <p>Moved by David Driedger, seconded by Jeff McConnell to move to an in-camera meeting to participate in a communication strategy discovery session. <b>MOTION CARRIED</b></p> <p>Motion to come out of In Camera session moved by Tom Wallace, seconded by Madeline Baril <b>MOTION CARRIED</b></p>
<b>8.0.</b>	<p><b><u>Adjournment – Dr. Wade</u></b></p> <p>Moved to adjourn the meeting by Ryan Youngson; seconded by Christine Greer. <b>MOTION CARRIED</b></p> <p>Meeting adjourned at 1523hr.</p>