



**MINUTES – September 22, 2021 – Council Meeting  
10:15a.m. - 4:00p.m.**

Attendance					
Council Member	Present	Regrets	Council Member	Present	Regrets
Tom Wallace	X		Leah Braun		X
Jean Cox	X		Madeleine Guay	X	
Karen Martin	X		David Driedger	X	
Ryan Youngson	X		Greg Graceffo	X	
Nick Kasper	X		Sean Klemick		X
Curtis Granger (public attendee)	X		Eric Glass (public attendee)	X	
Lucas Dezan (public attendee)	X				
Staff Member	Present	Regrets	Staff Member	Present	Regrets
Trish Bergal	X		Leith Saunders		X
Chris Ewacha	X		Sharon Connors (recorder)	X	

<b>1.</b>	<b><u>Call to Order</u></b> Greg Graceffo called the meeting to order at 10:20 a.m.
<b>1.1</b>	<b><u>Welcome</u></b> Welcome and introductions were extended to the attendees attending the CPMB Council meeting as members of the public.  Land Acknowledgement statement read by Chair.
<b>1.2</b>	<b><u>Approval of Agenda</u></b> <b>Motion</b> - moved by Nick Kasper, seconded by Ryan Youngson to adopt the agenda as circulated. <b>MOTION CARRIED</b>
<b>1.3</b>	<b><u>Declaration of Conflict of Interest</u></b> No conflicts of interest were declared.
<b>2.1</b>	<b><u>Approval of Minutes</u></b> <b>Motion</b> – moved by David Driedger, seconded Jean Cox by to adopt the June 23, 2021, Council meeting minutes as circulated, all were in favour <b>MOTION CARRIED</b>
<b>2.2</b>	<b><u>Approval of Minutes</u></b> <b>Motion</b> – moved by Nick Kasper, seconded by Madeleine Guay to adopt the June 23, 2021, E-Vote Council meeting minutes as circulated, all were in favour <b>MOTION CARRIED</b>
<b>2.3</b>	<b><u>Approval of Minutes</u></b> <b>Motion</b> – moved by Ryan Youngson, seconded by Karen Martin to adopt the June 29, 2021, Special Council meeting minutes as circulated, all were in favour <b>MOTION CARRIED</b>
<b>2.4</b>	<b><u>Approval of Minutes</u></b> <b>Motion</b> – moved by Jean Cox, seconded by David Driedger to adopt the July 29, 2021, Special Council meeting minutes as circulated, all were in favour <b>MOTION CARRIED</b>
<b>2.5</b>	<b><u>Approval of Minutes</u></b> <b>Motion</b> – moved by Madeleine Guay, seconded by Ryan Youngson to adopt the August 5, 2021, E-Vote Council meeting minutes as circulated, all were in favour <b>MOTION CARRIED</b>



2.6	<p><b><u>Approval of Minutes</u></b> <b>Motion</b> – moved by Karen Martin, seconded by Nick Kasper to adopt the September 1, 2021, Special Council meeting minutes as circulated, all were in favour <b>MOTION CARRIED</b></p>
3.1	<p><b><u>Environmental Scan</u></b> The topic was on trends in bylaw making for regulators and discussion included:</p> <ul style="list-style-type: none"><li>• Educating the registrants at large so they can have an informed vote at the next AGM</li><li>• End goal is that we are here to protect the public in an ever-evolving profession</li><li>• Expect changes as it relates to public expectation and government expectation</li><li>• Increase public involvement, increase public expectations as health issues unfold</li><li>• Make a real demonstration that we have heard the members and utilize the opportunity to our advantage to promote appointments</li><li>• Provide some context to registrants on how we got to where we are by looking at trends with other regulatory bodies, help provide a better understanding to the registrants</li></ul>
3.2	<p><b><u>Media Scan</u></b> Council provided a media scan for the period of June 2021 to August 2021. Council asked staff to consider or look further into putting this media scan on the website to make it accessible to the registrants and the public.</p>
3.3	<p><b><u>CNAR Presentation</u></b> Trish Bergal provided a verbal overview of her presentation that will be presented at the 2021 Canadian Network Alliance of Regulators (CNAR) conference in October. The topic is about launching a regulatory college during a pandemic, and it will be using the Japanese format of Pecha Kucha which is a visual storytelling style of presentation. Trish will share her presentation with Council at the December Council meeting.</p>
4.1	<p><b><u>Chairs Report</u></b> Trish provided the Chair’s verbal report on behalf of Leah. Leah’s goal is to provide a written report that will adapt the role of the Chair components in our Governance policies and then that will form the framework for those key roles and responsibilities to report on to the Council in a written report. This will commence with December meeting. Chair and Executive Director have established a process of communication with one another.</p>



<b>4.2</b>	<b><u>Executive Director's Report</u></b> Trish Bergal provided her Executive Director's report as included in the meeting package.  Discussion on COPR the initiative to develop the Pan-Canadian Essential Regulatory Requirements (PERRs). This volunteer opportunity has been emailed out to registrants and posted on the College website.  If Council members want to volunteer it would not be a conflict of interest for them to do so. Nick Kasper and Ryan Youngson have submitted their names for nomination for this volunteer opportunity. Jean Cox has submitted her name as a public member. Trish will send in the nomination form for Nick, Ryan, and Jean.  Nick will follow up with two paramedic members he thinks would be good fits for this opportunity as well.  <b>ACTION:</b> Trish to submit the nomination paperwork to COPR on behalf of Jean, Ryan, and Nick. Deadline is Monday, September 27, 2021.
<b>4.3</b>	<b><u>Governance Report</u></b> Greg Graceffo provided the Governance briefing note as included in the meeting package.  <b>Motion</b> – moved by Nick Kasper, seconded by Ryan Youngson, that Council of the College of Paramedics of Manitoba approve the Governance Report as presented, all were in favour <b>MOTION CARRIED</b>
<b>4.4</b>	<b><u>Finance Audit and Risk Report</u></b> Ryan Youngson presented the Finance Audit and Risk briefing note as included in the meeting package.
<b>4.4.1</b>	<b><u>Quarterly Monitoring Report – Budgeting, Financial Management and Reporting, Financial Conditions</u></b> Ryan Youngson provided a summary of the Quarterly Monitoring Report as included in the meeting package.  <b>Motion</b> – moved by Ryan Youngson on behalf of Finance Audit and Risk that the Council of College of Paramedics of Manitoba accept the Quarterly Monitoring Report as presented, seconded by Nick Kasper to approve the Quarterly Monitoring Report as presented, all were in favour <b>MOTION CARRIED</b>
<b>4.4.2</b>	<b><u>2022-2023 Draft Operating Budget</u></b> Ryan Youngson presented the 2022-2023 Draft Operating Budget as included in the meeting package.  Please note the addition of a .5 EFT administrative position, the salary budgeted for this position will be covered by reducing the amount of surplus that will be added to the reserve fund.  This draft budget is a balanced and reasonable way to support keeping membership fees set at the current rate.  <b>Motion</b> – moved by Ryan Youngson on behalf of Finance Audit and Risk that the Council of College of Paramedics of Manitoba approve the 2022-2023 Draft Operating Budget as presented, seconded by Nick Kasper to approve the 2022-2023 Draft Operating Budget as presented, all were in favour <b>MOTION CARRIED</b>



5.1	<p><b><u>Executive Director Quality Monitoring Reports</u></b></p> <p>Trish Bergal shared her screen for Council to view the policy and provided a verbal monitoring report on the Regulatory Requirements policy.</p> <p>Trish will further articulate this in our future monitoring reports and will present in a written report for the December Council meeting.</p>
5.2	<p><b><u>Continuing Competency Committee Terms of Reference</u></b></p> <p>On behalf of Leith Saunders, Trish Bergal presented the Continuing Competency TOR as provided in the meeting package.</p> <p>One of the items we committed to from the June Council meeting was to develop the terms of reference for the development of the Continuing Competency Committee.</p> <p><b>Motion</b> – moved by Nick Kasper, seconded by David Driedger that the Council of the College of Paramedics of Manitoba approve the terms of reference for the Continuing Competency Committee as presented, all were in favour <b>MOTION CARRIED</b></p>
5.3	<p><b><u>Update on EQual Agreement</u></b></p> <p>Trish Bergal presented an update on the EQual agreement shared on the screen and provided in the meeting package.</p>
5.3.1	<p><b><u>EMR NOCP Variances</u></b></p> <p>On behalf of Leith Saunders, Trish Bergal presented the EMR NOCP Variances as provided in the meeting package.</p> <p>Council requested the performance environment definition legend be added to this document.</p> <p><b>Motion</b> – moved by Ryan Youngson, seconded by David Driedger that the Council of the College of Paramedics of Manitoba approve the NOCP Variance document for Emergency Medical Responder with the addition of the legend, all were in favour <b>MOTION CARRIED</b></p>
5.3.2	<p><b><u>PCP NOCP Variances</u></b></p> <p>On behalf of Leith Saunders, Trish Bergal presented the PCP NOCP Variances as provided in the meeting package.</p> <p><b>Motion</b> – moved by Nick Kasper, seconded by David Driedger that the Council of the College of Paramedics of Manitoba approve the NOCP Variance document for Primary Care Paramedic as presented, all were in favour <b>MOTION CARRIED</b></p>
5.3.3	<p><b><u>ACP NOCP Variances</u></b></p> <p>On behalf of Leith Saunders, Trish Bergal presented the ACP NOCP Variances as provided in the meeting package.</p> <p><b>Motion</b> – moved by Ryan Youngson, seconded by Karen Martin that the Council of the College of Paramedics of Manitoba approve the NOCP Variance document for Advanced Care Paramedic as presented, all were in favour <b>MOTION CARRIED</b></p>



<b>5.3.4</b>	<b><u>Revised Education Program Approval Criteria</u></b> On behalf of Leith Saunders, Trish Bergal presented the revised Education Program Approval Criteria as provided in the meeting package.  Council approval required before we engage in conversations with the EMR providers.  Scope of practice has to be equivalent to the education EMRs are provided, the scope of practice has advanced while education programs have not kept pace. Changes to the program approval criteria need to be made to match the accreditation standards by Accreditation Canada.  Council agreed to amend the original motion to include the wording “in draft”.  <b>Motion</b> - moved by Greg Graceffo, seconded by Jean Cox that the Council of College of Paramedics of Manitoba approve in draft the revised Criteria for the Education Program Approval as found in the in the document 2021 Education Program Approval criteria with final content and implementation date to be determined after consultation with Education Providers and EQual Canada, and in consideration of current accreditation cycles and potential future accreditation requirements, all were in favour, one member abstained from voting <b>MOTION CARRIED</b>
<b>5.4</b>	<b><u>Future of Paramedic Education in Manitoba</u></b> Trish Bergal presented the Future of Paramedic Education in Manitoba briefing note as included in the meeting package.  <b>Motion</b> - moved by Nick Kasper, seconded by Ryan Youngson that the Council of College of Paramedics of Manitoba support the intention to solicit support from the Manitoba government for the development of a forum to advance the planning for the future of paramedic education in Manitoba, all were in favour <b>MOTION CARRIED</b>
<b>5.5</b>	<b><u>Interfacility Transfer Practice Direction</u></b> Chris Ewacha provided a verbal report on the Interfacility Transfer Practice Direction that is currently under development.  We would like to solicit stakeholder consultation from other regulatory colleges in addition to Shared Health, for example, CRNM and CSPM. Goal is to have this ready for review at the December Council meeting.  We will keep Council apprised on the development and engagement with Shared Health of this as we proceed.
<b>5.6</b>	<b><u>Briefing Note 2022 Registration Renewal</u></b> Chris Ewacha presented the briefing note on the 2022 Registration Renewal as provided in the meeting package. A robust communication plan is being developed for this item.
<b>5.7</b>	<b><u>Registrant &amp; Employer Practice Direction</u></b> Chris Ewacha presented the briefing note on the Registrant & Employer Practice Direction as provided in the meeting package.  <b>Motion</b> - moved by Ryan Youngson, seconded by Karen Martin that the Council of the College of Paramedics of Manitoba approve the addition of proposed clauses to the <i>Registrant &amp; Employer Responsibilities Practice Direction</i> , all were in favour <b>MOTION CARRIED</b>



5.8	<p><b><u>Vaccination &amp; Immunization Practice Direction</u></b></p> <p>Chris Ewacha presented the briefing note on the Vaccination &amp; Immunization Practice Direction as provided in the meeting package.</p> <p><b>Motion</b> - moved by Madeleine Guay, seconded by Nick Kasper that the Council of the College of Paramedics of Manitoba approve the practice direction titled, “Mandatory Vaccinations for the Paramedic.”, all were in favour <b>MOTION CARRIED</b></p>
5.9	<p><b><u>Council Exit Interviews</u></b></p> <p>Trish Bergal presented the Council Exit Interviews briefing note as provided in the meeting package.</p> <p>After discussion Council agreed that two current members of the Council Executive will conduct these interviews for the former outgoing members. Outgoing members will also have an option to complete the survey that has already been developed instead of participating in an interview.</p> <p><b>Motion</b> – moved by David Driedger, seconded by Ryan Youngson that Council of College of Paramedics of Manitoba approve that the exit interviews of former Council members be conducted by two current Council members of the Council’s executive, all were in favour <b>MOTION CARRIED</b></p>
6.0	<p><b><u>Adjournment</u></b></p> <p>Motion – moved by Ryan Youngson, seconded by Jean Cox to adjourn the Council meeting, all were in favour <b>MOTION CARRIED</b></p> <p>Meeting adjourned at 4:18 p.m.</p>