



College of Paramedics
of Manitoba

Report to Registrants: Work of CPMB Governance Committee related to Bylaw Revisions

March 25, 2022

Protecting public interest through
regulatory excellence in paramedicine



Introduction to this Information Package

- Council is pleased to present a version of Bylaws to registrants in fulfillment of the Council responsibility to maintain a version of Bylaws for the College
- This information package provides important information about the work undertaken by Governance committee to revise the College Bylaws
- Please refer to the information in the Communique, this slide deck, and the Bylaw FAQ
- Important past information about the College Bylaws is found [here](#)
- We appreciate the time taken to review all information



Bylaw Revision Timeline Overview

- August 2021 – The March 2021 version of Bylaws were approved by Council for interim use
- September 2, 2021 – Registrants asked to respond to bridge process for Bylaw revision process by Sept.30, 2021. Three responses received
- November/December 2021 – Stakeholder consultation process on Bylaw amendments. 48 participants
- January 4, 2022 – Deadline for written submissions regarding Bylaws amendments. Four submissions
- January/February/March 2022 - Governance Committee reviewed all feedback received and made amendments to Bylaws
- March 25, 2022 – Communication package on Bylaws sent to all Registrants for review and feedback. Deadline for feedback: April 24, 2022
- April 25 - May 22, 2022 – Governance Committee reviews and considers all written feedback
- April 23, 2022: Notice of AGM issued
- May 23, 2022: Final Notice of AGM and meeting package sent to all Registrants
- June 13-17, 2022: All Registrants access Voting Platform to vote In Favor or Against the Bylaws as presented
- June 23, 2022 – Annual General meeting. Results of vote on Bylaws announced



We are
here



Proposed Changes to Bylaws

The revised Bylaws for Registrant review and feedback are found [here](#)

1. Minor amendments reflect clarity in language and process; deletion of clauses that were not needed
2. A succession plan for Council Chair and Chair-Elect is described
3. A Competency-Based Election model is proposed to fill paramedic council vacancies on Council
4. Paramedic vacancies for Complaints Investigation Committee; Inquiry Committee; Finance Audit and Risk Committee; Continuing Competency Committee will be filled by an Appointments model



How Did we Get to a Competency-Based Election Model?

- At the July 2021 AGM some amendments were passed by membership that supported an elected model for Council positions while other amendments were referred to Governance committee. Many amendments were not able to be voted on due to time limitations. A final motion was passed “That the Bylaws and amendments as opposed and approved be referred to the College Bylaws Committee to be brought to the 2022 AGM”
- Feedback received from September 2021 – January 2022 revealed that Registrants are evenly split in their opinion on an elected vs appointed model for filling of paramedic Council vacancies
- There was no consensus on how a representative model would be addressed with seven paramedic Council members to fill, across an entire Province
- While many regulatory councils have an elected model for filling council vacancies, regulatory trends are moving to an appointed model
- A competency-based elected model combines aspects of both an elected and appointed model for council vacancies and seems to reflect the desire of current registrants



What is a Competency-Based Election Model?

- A model for filling of paramedic council positions that combines filling of vacant positions by those who will address a gap in attributes, knowledge, and experience among existing Council members but allows for all Registrants to vote and thereby elect Registrants to Council positions
- The Competency-Based Election Model is managed by an external committee of Council, made up of non-Council members of the public, called the Public Advisory Committee. Terms of Reference for the Public Advisory Committee are found [here](#).
- The Governance policy that supports the Competency-Based Election Model is found [here](#).



What are the Elements of the Competency-Based Election Model?

- Eligibility
- Orientation
- Commitment
- Nomination Statement
- Election



Eligibility

- An Expression of Interest is issued when Council vacancies occur
- Registrants must a) have been a resident of Manitoba for six months and b) be in good standing with the College of Paramedics of Manitoba
- Interested Registrants submit their Expression of Interest according to the instructions issued
- The Public Advisory Committee reviews the Expression of Interest and ensures the residence requirement and good standing requirement is fulfilled



Orientation to Serving on Council

- Candidates who meet the residency requirement and good standing requirements are invited to attend a Council orientation session.
- The session is approximately three hours in duration and provides information on Council governance structure and the time commitment for serving on Council
- After completing the orientation session, each Registrant signs a declaration that they have attended the orientation session, that the requirements of the position are understood, and they are committed to fulfill the requirements of the position.



Nomination Statement

- After successfully completing the orientation session, each Registrant must prepare a nomination statement
- The nomination statement will describe how the Registrant believes their knowledge, skills, and experience will address an important gap in current Council attributes.
- Registrants will describe their attributes according to the attribute matrix approved by Council

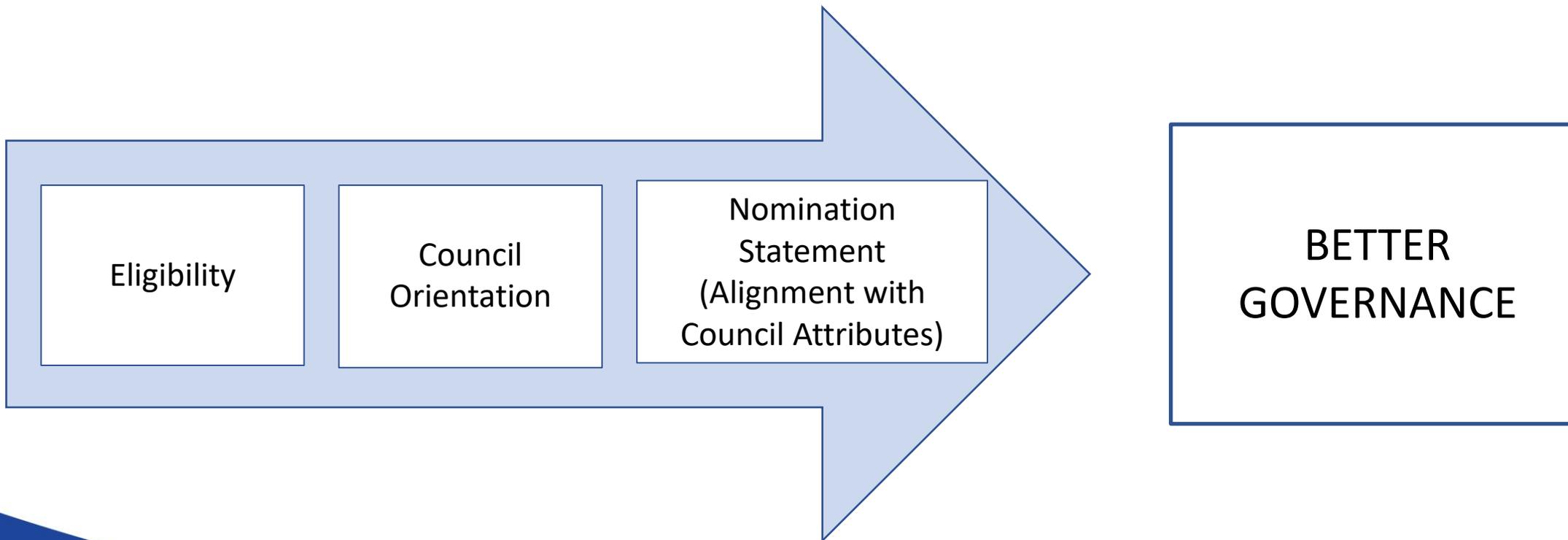


Election

- The oversight of the election process is managed by the Public Advisory Council, which is made up of non-Council public members
- The nomination statements of Council candidates will be posted on the College website for 30 days and emailed to each Registrant
- Voting information will be open for 72 hours
- Candidates for election will be contacted after the election and the results then made public



Competency Based Election Model





Registrant Feedback: March 25, 2022 to April 24, 2022

- Information package emailed to Registrants and posted on College website on March 25th.
- Registrants have an opportunity to review all materials and provide written feedback to Governance Committee over 30 days
- Feedback can be sent to the attention of the Chair of Governance Committee at info@collegeparamb.ca
- Amendments can be suggested for consideration by Governance Committee
- Bylaws as a whole will be voted on by registrants prior to the AGM



Governance Review of Feedback and Final Revision of Bylaws

April 25, 2022 – May 22, 2022

- Governance Committee reviews all written feedback received related to the information package sent to Registrants
- Governance Committee considers further changes to the Bylaws based on the feedback received
- The proposal for a Competency-Based Election Model will not be modified in the Bylaws, but modifications in processes that enhance the mandate of the organization will be considered



Final Notice of AGM and Posting of Meeting Package

May 23, 2022

- The final agenda and AGM meeting package will be emailed to Registrants and posted on the College website
- Registrants will be informed of the method by which voting on the Bylaws will occur and be provided with all instructions
- Registrants will be provided with information on how to register for the AGM



Voting on Bylaws

- Voting will occur between June 13, 2022 and June 17, 2022
- Each Registrant will be able to cast one vote
- Registrants are voting on the Bylaws as presented as a whole
- No amendments on wording of the Bylaws will be accepted at the AGM
- An electronic voting software platform will be used to conduct all voting



Annual General Meeting

- The Annual General Meeting will be held on June 23, 2022 at 0900
- The Annual General Meeting will be offered as a hybrid meeting with both in-person attendance and virtual attendance being supported
- The results of the vote on the Bylaws will be presented at the Annual General Meeting



Questions about the Bylaws Information Package

- If you have questions about anything in the information package, please contact the College at info@collegeparamb.ca
- Feedback on the revised Bylaws should be sent to the attention of the Chair of Governance Committee at info@collegeparamb.ca
- The Executive Director or a Governance Committee member will be pleased to answer any questions you have
- Thank you in advance for your thoughtful and careful review of all the information materials provided.