

**1. Welcome & Call to Order****Present:**

Erica Gregory, President & District 4 Councillor  
Agnes Fridl Poljak, District 1 Councillor  
Bev Harris, District 2 Councillor  
Barry Wilson, District 3 Councillor  
Chris Hunter, District 5 Councillor  
James Kim, District 6 Councillor  
Dennis Primmitt, District 7 Councillor  
Robert Sindelar, Dean of Pharmaceutical Sciences  
Margaret Cleaveley, Government Appointee  
Penny Denton, Government Appointee  
Michael MacDougall, Government Appointee  
John Scholtens, Government Appointee

**Staff (at various times):**

Marshall Moleschi, Registrar  
Suzanne Solven, Deputy Registrar  
Lori DeCou, Communications Director  
April Lightbown, Executive Assistant – Registrar

**Invited Guests (at various times):**

Janice Moshenko, Director, UBC CPPD  
Sheryl Peterson, Assistant Director UBC CPPD  
Peter Cook, Chair, Board of Examiners

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**Vision:** As the medication experts, pharmacists are professionals who apply their full knowledge, skills and abilities to their clinical practice and continue to evolve their scope of practice to provide better healthcare outcomes.

**Mission:** *To ensure British Columbia pharmacists provide safe and effective pharmacy care to help people achieve better health.*

**Our Values:**

- Interactions will be handled ethically with respect and dignity while ensuring confidentiality.
- Integrity, honesty, accountability, transparency and responsiveness in all that we do.
- A culture of collaboration, learning and openness to change.

**2. Call to Order**

- President Gregory called the meeting to order at 9:05 a.m.
- She stated the college mission statement:  
*To ensure British Columbia pharmacists provide safe and effective pharmacy care to help people achieve better health.*
- The President welcomed Penny Denton, Government Appointee.
- A roundtable of introductions was conducted.
- The president announced the reappointments of Government Appointees:
  - John Scholtens for a term commencing November 8, 2008 and ending November 20, 2010.
  - Margaret Cleaveley for a term commencing Nov 2, 2008, and ending November 30, 2011.

**3. Confirmation of Agenda****It was moved, seconded and carried:**

*Council adds the following items to the agenda:*

**6.4 Complaints and Inquiry - Update on Methadone**

The agenda was approved by consensus with the noted addition.

**4. Approval of Minutes****It was moved, seconded and carried that:**

The minutes of June 26 & 27, 2008 were approved as presented.

**5. Council Governance and Development****5.1 Policy Governance Review**

- Councillor MacDougall reviewed sections of the Policy Governance Portfolio and proposed that council review and go through the document in sections during the next year at council meetings.

**It was moved:**

Council delay review of the Policy Governance Portfolio until HPA comes into effect in April 2009.

**Motion withdrawn****It was moved, seconded and carried that:**

Councillor MacDougall will truncate portions of the Policy Governance Portfolio relevant to council prior to each meeting for a brief discussion at the council meeting.

**It was moved, seconded and carried that:**

Councillors will receive a hard copy of the briefing package 8 days prior to the council meeting, being the Thursday before the meeting at the address of the councillors' choice.

**It was moved, seconded and carried that:**

Council will receive the briefing package electronically 8 days prior to scheduled council meeting.

## 5.2 Councillor Election Policy

Council reviewed the 2007 & 2008 election policy as well as a redrafted election policy for 2009, attached as Appendix A.

**It was moved, seconded and carried that:**

Council accepts the circulated redrafted election policy with following changes:

Council Nominations Fact Sheet: Capitalize "Dean and Faculty of Pharmaceutical Sciences" and insert "elected" after councillor in paragraph one.

Letter to registrants: Delete "sample profile" in paragraph five.

**ACTION:** Notify registrants that a list of their workplace addresses/phone & fax numbers will be sent to nominees during an election year.

## 5.3 President Election Discussion

**It was moved, seconded and carried that:**

*Council recesses for 10 minutes and convenes an in-camera session at 10:40 to discuss the President Election.*

Council meeting reconvened at 12:10pm.

Decision resulting from the in-camera session:

**It was moved, seconded and carried that:**

Council reaffirms the results of the June 26, 2008 president election.

## 5.4 Future Council Dates

**It was moved, seconded and carried that:**

Council accepts the following dates for 2008-2009 council meetings:

Feb 6, 2009

April 3, 2009

June 26, 2009

Sept 25, 2009

Nov 20, 2009

Nov 21, 2009 (AGM)

## 5.5 AGM status update

The College's Annual General Meeting is being held on Saturday November 22, 2008 at the Morris J. Wosk Centre for Dialogue located at 580 Hastings Street.

12:00 – 1:00 pm	Canadian Society of Hospital Pharmacists AGM
2:15 – 3:15 pm	B.C. Pharmacy Association AGM
3:15 – 4:15 pm	Keynote Speaker (to be announced)
<b>4:15 – 5:15 pm</b>	<b>College of Pharmacists of B.C. AGM</b>
5:15 – 7:15 pm	Reception – cash bar and complimentary appetizers

A "Call for Resolutions" was mailed to all registrants September 3, 2008 with an October 2, 2008 deadline for receipt.

## 5.6a Financial Health – Registrar

**It was moved, seconded and carried that:**

Council accepts the 6-month income statement for information to be filed for audit at year-end.

## 5.6b EC-3 Annual Operating Budget

**It was moved and seconded that:**

Council approves the 2009-10 proposed budget without pharmacy and pharmacist fee increase and approve communication plan up to \$50,000.

**It was moved and seconded to amend the motion by:**

Removing the words "pharmacy and" before "pharmacist fee increase" and changing "\$50,000" to "\$35,000".

**The amended motion was moved, seconded and carried:**

Council approves the 2009-10 proposed budget without the pharmacists' fee increase and approves the communication plan up to \$35,000.

**Motion carried.**

It was noted that Dean Sindelar abstained from voting.

**ACTION:** It was requested that future budget presentations provide notes of explanation for variances over a certain percentage.

5.7 Canadian Pharmacists Association: Blueprint for Pharmacy

Councillor Hunter provided a brief report.

**It was moved, seconded and carried that:**

The college formally supports the “*Blueprint for Pharmacy – Vision for Pharmacy 2008*” and commits to work more collaboratively with the task force and working groups as they develop the implementation plan.

**6. Strategic and Policy Matters**

**GOAL 1**

*The enhanced and expanded care and services that pharmacists and regulated pharmacy technicians deliver are safe and effective and aligned with the health care needs of the public.*

**Objective 1**

*Develop a model for pharmacy technician regulation and integrate into college processes/programs.*

**6.1 Pharmacy Technician Regulation**

- The registrar provided an update on the action plan in council’s briefing package.

**ACTION:** Email councillors schedule of Professional Practice Policy 58 sessions and Pharmacy Technician Regulation Focus Group Sessions.

**Objective 2**

*Develop a model and support associated legislation for ensuring advanced professional practice in a manner that supports pharmacists in the delivery of consultation, cognitive services, medication management, and dispensing services.*

**6.2 Pharmacists’ Advanced Professional Practice**

- The registrar provided an update on the action plan in council’s briefing package.

**Objective 3**

*Identify and support initiatives that ensure that the skills of pharmacists and regulated pharmacy technicians are developed in accordance with the scope of practice.*

**Stream 1: Quality Assurance - PDAP**

- Peter Cook, the Chair of the Board of Examiners presented the updated framework of the Professional Development Assessment Program Evaluation Plan.
- Peter Cook will bring recommendation of timelines for implementation of next cycle of PDAP to February 2009 meeting.

**Stream 2: Quality Assurance – Professional Conduct Review**

- The deputy registrar presented a powerpoint presentation outlining the current status on the business process review and gave an update on the action plan in council's briefing package.

**Methadone update**

- The college has received complaints regarding methadone issues. These issues are taken very seriously and the college has been investigating these issues for an extended period of time. The details cannot be revealed as this may jeopardize the investigation.

**Stream 3: Quality Assurance – Quality Outcome**

- The deputy registrar provided an update on the action plan in council's briefing package.
- PharmaNet Data Integrity project report has been forwarded to the Ministry with the deadline to respond extended to end of September. The college is currently waiting for response from the Ministry and will then meet to resolve issues.

**Stream 4: Quality Assurance – Registration**

- The registrar provided an update on the action plan in council's briefing package.

**Objective 4**

*Ensure the college makes an effective transition from the Pharmacists, Pharmacy Operations and Drug Scheduling Act (PPODSA) to the Health Professions Act (HPA) and the Pharmacy Operations and Drug Scheduling Act (PODSA).*

*Transition to New Legislation*

- The registrar provided an update on the action plan in council's briefing package.
- The proposed transition date to move under the new legislation is April 1, 2009.
- The College has submitted draft Bylaws to the Ministry of Health.

**Objective 5**

*Develop a plan to remove non-medicinal nicotine products and complete a review of pharmacy loyalty programs.*

**Pharmacy Loyalty Points for Prescriptions**

- The registrar provided an update on the action plan in council's briefing package.

**GOAL 2**

*The college sets standards and conditions to ensure that emerging technologies and changes to pharmacy processes contribute to safe and effective pharmacy care.*

**Objective 1**

*Develop a policy framework to monitor and evaluate pharmacy technologies and practice processes (i.e. guidelines, standards of practice).*

**Technology**

- The registrar provided an update on the action plan in council's briefing package.

**GOAL 3**

*The public, government, health care professionals, and registrants understand the role and value of the pharmacist.*

**Objective 1**

*Develop a comprehensive, cost effective communication strategy by Fall 2008.*

**College Communication Strategy**

- The Communications Director presented a powerpoint presentation of the draft Strategic Communication Plan for council's consideration.

**It was moved, seconded and carried that:**

Council accepts the concept of the Strategic Communication Plan as presented.

**6.11 Other Policy Review & Development**

Council was provided with a copy of the letter sent to the pharmacist who requested a review of the Code of Ethics related to the wording of Value VIII of the Code of Ethics (attached as Appendix 2).

**6.12 Strategic Plan – update**

The Registrar reported staff have reviewed the timelines outlined in the revised plan and accept the timelines as approved at the June 27, 2008 council meeting. It was noted by the deputy registrar that communication plans timeline may have to be changed in the strategic plan due to the outcome of budget discussion.

**7. Consent Items****7.1 Drug Schedule Regulation Amendments****It was moved, seconded and carried that:**

*Council recommends the Drug Schedules Regulation be amended by the:*

*Deletion of:*

- \*3 Diphenhydramine and its salts and preparations (except for parenteral use or for topical use in concentrations of 2% or less)

*and the addition of:*

- \*3 Diphenhydramine and its salts and preparations (except for parenteral use or for topical use in concentrations of greater than 2%)

**7.2 Volunteer Honour Roll****It was moved, seconded and carried that:**

Council approves the policy proposal for Volunteer Honour Roll selection criteria as presented (attached as Appendix 3).

**8. College Job Posting – Intake/Monitoring Coordinator Position**

The Deputy Registrar reported that interviews have been set up for the position of Intake/Monitoring Coordinator Position. To date ten resumes have been received; 5 from Pharmacy Technician and 5 from Pharmacists.

**9. Adjournment**

The meeting was adjourned at 5:24 pm.



## Appendix 1

March 20, 2009

Dear Pharmacist,

Council elections will be held this year in Districts 1, 3, 5, and 7 and you can play an important role by identifying and nominating the best possible pharmacists to become council members. The mandate of the college is to “ensure that British Columbians receive safe and effective pharmacy care” and the primary responsibility of college councillors is to provide the college with the strategic leadership necessary to fulfill this mission.

These are exciting, yet challenging times for our profession as government and the public look to pharmacists to play an enhanced role in providing quality health care. Now more than ever the college needs strong council members who are passionate about the future and dedicated to ensuring that the public receives safe and effective pharmacy services. The college’s role is laid out in the Pharmacists, Pharmacy Operations and Drug Scheduling Act, section 2 (2):

- “It is the duty of the college at all times
- (a) To serve and protect the public, and
  - (b) To exercise its powers and discharge its responsibilities under all enactments in the public interest.”

Council operates on a policy governance model which clearly distinguishes between policy and operations. This means that councillors work together to define desired outcomes and overall objectives (policy), while college staff are responsible for developing ways to achieve results (operations). Every new councillor receives an orientation explaining their role in council’s policy governance model.

Council members whether pharmacists or public appointees bring diverse points of view to the table and work as a team to make sound policy and governance decisions. Although each councillor is encouraged to provide input on issues under discussion, once council reaches a decision, it is important that all councillors support that decision as a united council.

Information regarding the role of council, the nomination process and how to proceed if you are nominated is provided on the “Council Nominations Fact Sheet” (see reverse). Although it is not required, nominees are encouraged to submit a brief biography at the time of their nomination to help College registrants equitably evaluate all candidates.

Many pharmacists who have served on council say it is a rewarding experience that allows pharmacists to help the college meet, and advance, its public-protection mandate. We encourage anyone considering a nomination to contact the president, registrar, or their district councillor if they have questions.

Sincerely,



XXXXXXXXXX, Council President

Marshall Moleschi, Registrar

**Council Nominations Fact Sheet**  
**March 2009****Council at a Glance**

Council's role is to ensure the college meets its legal mandate: the provision of safe and effective pharmacy care for British Columbians. Council has 12 members, including four government appointees and the Dean of the University of British Columbia's Faculty of Pharmaceutical Sciences. Each elected councillor serves a two-year term, starting at the annual general meeting. It is time to elect councillors in districts 1, 3, 5 and 7.

A prospective councillor must be able to attend all council meetings. This usually means five one-day meetings a year, held at the college office in Vancouver. The college reimburses councillors for all meeting-related travel, accommodation and meal expenses and provides a honourarium to assist with income replacement. New councillors receive an orientation explaining their role in council's policy governance model. The governance model is briefly outlined on the accompanying letter.

**Nominations Process**

This call for nominations is the first step in the election process, in accordance with college rules and the Pharmacists, Pharmacy Operations and Drug Scheduling Act. Any three pharmacists can nominate any other pharmacist in the same district for election. All nominees must sign the declaration on the enclosed nomination form indicating their willingness to accept office if elected.

**Nominations Information**

Although it is not required, nominees may submit a brief biography and campaign message which will be mailed by the college with the ballots.

Nominee biographies are limited to the equivalent of one typewritten, single-spaced page and may or may not include a photo of the nominee. All biographies must be forwarded by email to Kitty Chiu ([kitty.chiu@bcpharmacists.org](mailto:kitty.chiu@bcpharmacists.org)) no later than Friday, April 24, 2009.

In addition, each nominee will be provided with a work contact list, as it appears in the current college database, for the district they were nominated in (privacy regulation prohibits the college from distributing registrants' personal contact information). Nominees are encouraged to engage in any individual campaigning activities they wish to.

**Key 2009 Election Dates**

- **Apr 24:** Deadline for nominations and biographies (5:00pm)
- **May 1:** College mails ballots and nominee bios to pharmacists in the respective electoral district
- **May 21:** Ballots deadline (5:00pm)

- **May 22 :** Election tally (2:00pm)

## Appendix 2

COLLEGE of PHARMACISTS  
OF BRITISH COLUMBIA

200 - 1765 West 8th Avenue, Vancouver, B.C. V6J 5C6  
Toll free: 800-663-1940 Tel: 604-733-2440 Fax: 604-733-2493  
www.bcpharmacists.org info@bcpharmacists.org

September 3, 2008

Miss Cristina Alarcon  
3637 Angus Drive  
Vancouver, BC V6J 4H4

Dear Cristina:

Please forgive our delay in providing you with a formal update on the status of the Ethics Advisory Committee's review of your and your colleagues' presentation last year proposing an adjustment to the wording of Value VIII of the Code of Ethics.

The members of the Code of Ethics Advisory Committee reviewed and discussed your paper entitled "The Need to Accommodate Conscience and Religion in the Pharmacy Profession." The committee also surveyed other Canadian pharmacy regulatory authorities to determine each province's position on the matter at hand. Information was also obtained about the status of the issue in various jurisdictions in the United States.

In all jurisdictions, guidance statements require that objecting pharmacists have a responsibility to participate in a system designed to respect a patient's right to receive pharmacy products and services. Pre-arrangement of alternative systems is a frequent requirement in other jurisdictions, and there are consistent references to the need to refer patients elsewhere if a pharmacist chooses not to provide a particular service or product.

Following further discussion of the issue, the Ethics Advisory Committee members found no compelling reason to adjust the wording of the existing Code of Ethics Value VIII obligation statement and recommended to the college council that it continue to support the wording of the existing Code of Ethics Value VIII.

The council of the college considered the Ethics Advisory Committee's recommendation at its June 2008 council meeting and approved a motion to continue to support the wording of the existing Code of Ethics Value VIII.

The councillors and I wish to thank you and your colleagues for your active participation in the affairs of the college. We hope you will agree that the present system is working well, in that no concerns or complaints have been received from the public to suggest that pharmacists are having difficulties with pre-arranging alternatives or referring patients elsewhere when necessary.

Yours truly,



Marshall Moleschi, R.Ph., B.Sc. (Pharm), MHA  
Registrar

*Our Mission: To ensure British Columbia pharmacists provide safe and effective pharmacy care to help people achieve better health.*

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**Appendix 3****VOLUNTEER HONOUR ROLL****Gold Certificate**

The Volunteer Honour Roll Gold Certificate is presented to one college committee member or council-appointed external committee member each year, based on the following selection criteria:

1. Sustained participation as a committee member for two or more years.
2. Leadership in the development or maintenance of a college program or service.
3. Extraordinary involvement in communication and outreach activities relating to a committee function.
4. Creation of improved committee operational procedures.

Nominees for the award are obtained from staff directors and college staff resource persons involved with all college committees. The nominees are assessed against the award criteria, and the staff directors make the final recommendations to the council at its September or October meeting.

**Silver Certificate**

The Volunteer Honour Roll Silver Certificate is presented to all college committee members who have met the following selection criteria:

1. Service as a college committee chair or member for five years or more.
2. Service as a council-appointed member of an external committee for five years or more.
3. The certificate is presented once to each qualified committee member, normally at the end of the fifth consecutive year of service.

**Bronze Certificate**

The Volunteer Honour Roll Bronze Certificate is presented to all college committee members who have met the following selection criteria:

1. Service as a college committee member during the fiscal year preceding the annual general meeting at which the award is presented.
2. The award is presented each year to all qualified committee members, except those achieving Silver Certificate status.

**HONOURARY REGISTRANT OF THE COLLEGE OF PHARMACISTS OF BC**

- Honourary Registrant certificate presented to the recipient at an appropriate time and place.
- The recipient's name listed on the College website and in each year's Annual Report.
- If the person is registered as a pharmacist in British Columbia, annual registration renewal fee waived each year.

**CERTIFICATE OF RECOGNITION**

Council authorizes the preparation of a special recognition certificate for presentation to Councillors upon their retirement from Council.

**FINANCIAL AWARDS**

On an annual basis Council may approve the contribution of financial awards to students of, or students entering the Faculty of Pharmaceutical Sciences at the University of British Columbia or to events associated with the Faculty of Pharmaceutical Sciences at the University of British Columbia.