

Attendees

Council Members:

- John Bradley, President
- Louis Hugo Francescutti, Vice President
- Levonne Louie, Executive Committee Member-at-Large
- Lauren Bilinsky
- Richard Buckley
- Graham Campbell
- Christopher Fung
- Daisy Fung
- Brenda Hemmelgarn
- Kirsten Jones
- Jaelene Mannerfeldt
- Linda McFarlane
- Jon Meddings
- John O'Connor
- Luke Savage
- Laurie Steinbach
- Jim Stone
- Stacey Strilchuk
- Kate Wood, Past President

Additional Attendees:

- Scott McLeod, Registrar
- Susan Ulan, Deputy Registrar
- Jeremy Beach, Assistant Registrar
- Michael Caffaro, Assistant Registrar
- Gordon Giddings, Assistant Registrar
- Dawn Hartfield, Assistant Registrar
- Ed Jess, Chief Innovation Officer
- Gail Jones, Senior Executive Assistant (Recording Secretary)
- Shawn Knight, Chief of Staff
- Tracy Simons, Chief Financial Officer
- Nazrina Umarji, Hearings Director (Acting) and In-house Legal Counsel

Guests:

- Dr. Raj Sherman, Council member elect
- Dr. Ian Walker, Council member elect

Regrets:

- Michelle Louie

To balance transparency, confidentiality and accuracy, the Governance Committee has approved, on a trial basis, a new process for disseminating information that is discussed, reviewed and/or approved at Council meetings. Below is a synopsis of the December 3 and 4, 2020 Council meeting, including links to the relevant materials shared and approved at the meeting.

Thursday, December 3, 2020, starting at 0800

1.0 Call to Order for In-Camera Session (Council and Executive Team)

An in-camera session of Council provides an opportunity for Councillors to discuss sensitive matters in confidence. Any decisions made in-camera are shared in the public session.

1.1 Approval of agenda and item on consent agenda:

- Minutes, In-camera, September 10 and 11, 2020

1.2 President's opening remarks

2.0 Call to Order – public session

2.1 Conflict of Interest Declaration (Real, Potential or Perceived)

2.2 Approval of agenda and consent agenda item

*Consent Agenda matters are proposed for unanimous consent and without debate, however Council members may seek clarification or ask questions. Any Council member may also request that a consent agenda item be moved to the regular agenda by notifying the Chair **prior** to the meeting. By approving the consent agenda, any individual approvals such as those noted below are considered approved.*

- [Minutes, September 10 and 11, 2020](#) and [September 29, 2020, Decision Items from September 10 and 11, 2020 in-camera session](#) and [October Electronic Resolution of Physician Member Elections](#). (for approval)
- [Patient Relations Mandatory Education Program Update](#) (for information)
- [Competence Committee Report](#) (for information)
- [Finance and Audit Committee Report](#) (for information)
 - [Supplemental Defined Contribution Retirement Plan](#) (for approval)
- [Governance Committee Report](#) (for information)
 - [Council Retreat for 2021](#) (for information)
 - Executive Elections Policy (for approval) – will be posted to the CPSA website in January
 - [Appointment of Committee Chairs](#) (for approval)
 - [Committee Appointments](#) (for approval)
 - Safe Disclosure Policy (for approval) – will be posted to the CPSA website in January
 - [Council Education Program for 2021](#) (for information)
- [Legislation and Bylaw Committee Report](#) (for information)
- [Medical Facility Accreditation Committee Report](#) (for information)
- [Regulation of Physician Assistants - Update](#) (for information)
- [Terms of Reference](#) (for approval) – will be available on the CPSA website in January on the Committee pages.

All of the above items were approved and/or received as information. Click on the titles to access the approved/reviewed documents.

3.0 Reports

3.1 [President's Report](#)

The President's Report/letter was received as information.

3.2 [Registrar's Report](#)

The Registrar's Report was received as information.

4.0 Approvals

4.1 Appointment of Nazrina Umarji as Hearings Director

Council approved the appointment of Ms. Nazrina Umarji as the Hearings Director of the College of Physicians & Surgeons of Alberta, per section 14(1) of the Health Professions Act.

4.2 [Proposal – Clinic Registration](#)

Council approved the development and implementation of a registration process for non-accredited medical clinics through Continuing Competence under the powers of the Health Professions Act (HPA) and CPSA Standards of Practice (SOPs).

5.0 Standards of Practice

5.1 Consultation 020

- Cannabis for Medical Purposes

Council approved moving forward to consult with stakeholders regarding proposed revisions to the Cannabis for Medical Purposes Standard of Practice. Additional information regarding the Consultation is available on [CPSA's website](#).

5.2 Consultation 018

- Advertising
- Conflict of Interest
- Practising outside of Conventional Medicine

Council approved revisions to the above standards. The approved standards will be available on the CPSA website early in 2021.

5.0 Standard of Practice (con't)

5.3 Consultation 019

- Job Action
- Closing or Leaving a Medical Practice
- Relocating a Medical Practice

Council approved the draft Closing or Leaving a Medical Practice, Job Action, and Relocating a Medical Practice standards of practice (SoP) for implementation upon receipt and consideration of any comments from the Minister.

6.0 In Camera

- ### 6.1 Executive Elections
- Member-at-large

Friday, December 4, 2020

7.0 Call to Order for In-Camera Session (Council and Executive Team)

An in-camera session of Council provides an opportunity for Councillors to discuss sensitive matters in confidence. Any decisions made in-camera are shared in the public session.

8.0 Call to Order – public session

9.0 [Complaints Process and Backlog](#)

Council received a comprehensive review of the factors affecting the definition of the complaints backlog a proposal regarding the development of meaningful, measurable and attainable key performance indicators with respect to the management of complaints.

10.0 Updates

10.1 [Addressing Racism and Discrimination](#)

An update was provided to Council regarding the initial steps being taken to address racism and discrimination, including implicit bias training for all

Council members and CPSA staff members. The work is in initial stages and will be expanded upon as the CPSA gains an understanding of the scope of the matter and the role CPSA can play in combatting the problems.

10.2 [Addressing Indigenous Concerns](#)

In follow up to the presentation at the September Council meeting, Council was advised that work is continuing with additional connections being made on a national level.

11.0 Emerging Items

11.1 Appointment of Governance Committee Chair

Following the conclusion of the election of executive team members, Council appointed Ms. Levonne Louie as chair of the Governance Committee for 2021.

11.2 [Strategic Planning Working Group](#)

The Strategic Planning Working Group was received the Working Group's terms of reference approved.

12.0 Recognition of Departing Councillors

The following Council members whose terms on Council have concluded were acknowledged:

- Dr. Graham Campbell
 - Dr. Kirsten Jones
 - Dr. Luke Savage
 - Ms. Kate Wood
 - Ms. Michelle Louie
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13.0 In-Camera

13.1 Farewells

Council members held an in-camera farewell for their colleagues.

14.0 In-Camera

14.1 Registrar's Annual Performance Evaluation
