



The Manitoba Pharmaceutical Association

200 Tache Avenue, Winnipeg, Manitoba R2H 1A7
Phone (204) 233-1411 Fax: (204) 237-3468 E-mail: info@mpha.mb.ca Website: www.mpha.ca

M.P.H.A. COUNCIL MEETING MINUTES
MONDAY, FEBRUARY 4, 2013
PHARMACY HOUSE
9:30 A.M.

MEMBERS PRESENT:

Kyle MacNair, President
Kristine Petrasko, Vice President
Shawn Bugden, Past President
Neal Davies, Dean
Jennifer Ludwig
Glenda Marsh
Dinah Santos
Kurt Schroeder
Randy Stephanchew

LAY MEMBERS:

Donna Forbes
Kim Sharman

LIAISON MEMBERS:

Brenna Shearer, MSP Liaison
Jarrid McKittrick, CSHP Liaison
Rob Shaffer, Government Liaison

STAFF MEMBERS:

Ronald Guse, Registrar
Susan Lessard-Friesen, Deputy Registrar
Kim McIntosh, Assistant Registrar
Kathy Wright, Executive Assistant to the Registrar
Michael Giannuzzi, MPhA Intern

REGRETS:

Melissa Gobin, Pharmacy Student Liaison
Geoff Namaka, Executive Treasurer

1. a) Convene
President Kyle MacNair convened the meeting at 9:30 a.m. and welcomed attendees.



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- b) Declaration of Conflict
No Council members indicated a conflict at the time of convening the meeting.
2. Additions to Agenda and Approval of the Agenda
The agenda for the February 4, 2013, Council meeting was circulated in advance of the meeting.

MOTION #1 - MOVED BY KURT SCHROEDER, SECONDED BY DONNA FORBES THAT the agenda be approved.

CARRIED

3. Approval of Council Meeting Minutes
a) December 10, 2012, Council Meeting
The minutes of the December 10, 2012, Council meeting were circulated in advance of the meeting.

MOTION #2 - MOVED BY SHAWN BUGDEN, SECONDED BY KRISTINE PETRASKO THAT the minutes of the December 10, 2012, Council meeting be approved.

CARRIED

4. Business Arising from Minutes
The Business Arising from the Minutes of the December 10, 2012, Council meeting was circulated in advance of the meeting.

MOTION #3 - MOVED BY DINAH SANTOS, SECONDED BY KURT SCHROEDER THAT the Business Arising from the Minutes of the December 10, 2012, Council meeting be accepted for information, with the following addition:

17. Council called for a Special General Meeting of the members on or about February 20, 2013, for the purpose of providing an update on the Legislation Proclamation Components Development project and discussing the regulations and draft practice directions.

CARRIED

The Business Arising from the Minutes of the April 21, 2012, Annual General Meeting was circulated in advance of the meeting.



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MOTION #4 - MOVED BY GLENDA MARSH, SECONDED BY JENNIFER LUDWIG THAT the Business Arising from the Minutes of the April 21, 2012, Annual General Meeting be accepted for presentation at the Annual General Meeting.

CARRIED

5. Correspondence
 - a) On Board
 - (i.) Press Release from the U.S. Department of Justice dated January 9, 2013, and entitled, "Canadian Citizen Sentenced in Scheme to Defraud Consumers Purchasing Pharmaceuticals Online;"
 - (ii.) Copy of correspondence from President MacNair dated December 12, 2012, and addressed to the Honorable Theresa Oswald related to generic oxycontin;
 - (iii.) Correspondence from the Dayle Acorn, Executive Director of the Canadian Foundation for Pharmacy expressing gratitude for MPhA donation of surplus funds from MPhA's golf outing; and
 - (iv.) Copy of correspondence from Registrar Guse dated December 27, 2012, and addressed to the Bureau of Medical Marihuana Regulatory Reform at Health Canada related to MPhA's position on the distribution of medical marihuana.
 - b) Listed
 - (i.) No documents listed
6. Registrar's Report

The Registrar's Report for the February 4, 2013, Council Meeting, as well as the Registrar's Report for the Annual Report, were circulated in advance of the meeting.

MOTION #5 – MOVED BY KIM SHARMAN, SECONDED BY KRISTINE PETRASKO THAT the Registrar's Report for the February 4, 2013, Council Meeting be accepted for information.

CARRIED

MOTION #6 - MOVED BY JENNIFER LUDWIG, SECONDED BY DONNA FORBES THAT the Registrar's Report to the Manitoba Pharmaceutical Association Annual Meeting be accepted for presentation at the Annual General Meeting.

CARRIED

7. Deputy Registrar's Report



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The Deputy Registrar's Report for the February 4, 2013, Council Meeting including one addendum, as well as the Deputy Registrar's Report to the Annual General Meeting, were circulated in advance of the meeting.

MOTION #7 – MOVED BY KURT SCHROEDER, SECONDED BY KRISTINE PETRASKO THAT the Deputy Registrar's Report for the February 4, 2013, Council Meeting be accepted for information.

CARRIED

MOTION #8 - MOVED BY DINAH SANTOS, SECONDED BY KIM SHARMAN THAT the Deputy Registrar's Report to the Manitoba Pharmaceutical Association Annual Meeting be accepted for presentation at the Annual General Meeting.

CARRIED

8. Liaison Reports:

a) Pharmacy Examining Board of Canada (PEBC)

Past President Bugden provided a verbal report for the February 4, 2013, Council meeting.

The Report of the Representative to the Pharmacy Examining Board of Canada for the Annual General Meeting was distributed at the February 4, 2013, Council meeting.

MOTION #9 - MOVED BY SHAWN BUGDEN, SECONDED BY KURT SCHROEDER THAT the Report of the Representative to the Pharmacy Examining Board of Canada be accepted for presentation at the Annual General Meeting.

CARRIED

b) Faculty of Pharmacy

Dean Davies provided a verbal report for the February 4, 2013, Council meeting.

The Faculty of Pharmacy Report to the Annual General Meeting was circulated in advance of the meeting.

MOTION #10 - MOVED BY NEAL DAVIES, SECONDED BY KIM SHARMAN THAT the Faculty of Pharmacy Report 2012-2013 be accepted for presentation at the Annual General Meeting.



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CARRIED

- c) Canadian Society of Hospital Pharmacists (CSHP)
The CSHP Liaison report to the February 4, 2013, Council meeting was circulated in advance of the meeting.

MOTION #11 - MOVED BY KRISTINE PETRASKO, SECONDED BY SHAWN BUDGEN THAT the CSHP Liaison report be accepted for information.

CARRIED

- d) Faculty of Pharmacy Student
The Faculty of Pharmacy Student Liaison Report for the February 4, 2013, Council Meeting, as well as the Faculty of Pharmacy Student Liaison Report for the Annual General Meeting, were circulated in advance of the meeting.

MOTION #12 - MOVED BY KIM SHARMAN, SECONDED BY GLENDA MARSH THAT the Student Liaison Report to the Annual General Meeting be accepted for presentation at the Annual General Meeting.

CARRIED

President MacNair turned the chair over to Vice President Petrasko.

- e) NAPRA
The NAPRA report to the February 4, 2013, Council Meeting was circulated in advance of the meeting.

The National Association of Pharmacy Regulatory Authorities Report to the Annual General Meeting was distributed at the meeting.

MOTION #13 - MOVED BY KYLE MACNAIR, SECONDED BY JENNIFER LUDWIG THAT the NAPRA Report to the Annual General Meeting be accepted for presentation at the Annual General Meeting.

CARRIED

Vice President Petrasko returned the chair to President MacNair.

- f) Manitoba Society of Pharmacists (MSP)



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The MSP Liaison report to the February 4, 2013, Council Meeting was circulated in advance of the meeting.

- h) Manitoba Health
Manitoba Health liaison Rob Shaffer provided a verbal report at the meeting.

MOTION #14 – MOVED BY SHAWN BUGDEN, SECONDED BY KIM SHARMAN THAT the Liaison Reports be accepted for information.

CARRIED

9. Committee Reports:
President MacNair turned the chair over to Vice President Petrasko.

- a) Executive Committee
The Executive Committee Report to the February 4, 2013, Council Meeting was circulated in advance of the meeting.

The report was presented in two parts: 1.) reported to Council for information; and 2.) motions for consideration of Council.

MOTION #15 - MOVED BY KYLE MACNAIR, SECONDED BY KURT SCHROEDER THAT the “for information” section of the Executive Committee report be accepted for information.

CARRIED

MOTION #16 - MOVED BY KYLE MACNAIR, SECONDED BY JENNIFER LUDWIG THAT Council ratify the email decision to call a Special General Meeting on February 20, 2013, for discussion of the Regulations (parts 1 – 11), the Companion Document and relevant practice directions.

CARRIED

A copy of the Request for Proposal for the Comprehensive IT Risk Analysis and Network Assessment, along with a summary of fixed fee proposals, was distributed to Council.

MOTION #17 – MOVED BY KURT SCHROEDER, SECONDED BY NEAL DAVIES THAT MPhA investigate conducting a comprehensive network risk analysis and assessment, with a recommendation made by the Registrar.



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CARRIED

MOTION #18 - MOVED BY KYLE MACNAIR, SECONDED BY KURT SCHROEDER THAT, in response to the Crown Corporations Council Board Performance Training, the fourteen items as amended by Council, are action items for MPhA, with the items in bold being action items for the next year and, the Governance Committee is to develop an action plan with recommendations to be presented to Council for approval of Council.

- 1. Create a calendar of high-level concepts of upcoming general activities for the Association. This calendar is not to be appointments, but should be more conceptual in nature;**
2. Council assessment of whether MPhA is meeting its mandate;
3. Council's reflection of why they are there as individuals and as a team;
4. Council to have a "group values" discussion;
5. Council to review and assess knowledge of the *Pharmaceutical Act*;
- 6. Council assess how they spend their time at meetings;**
- 7. Council to develop a process to assess performance at Council Meetings;**
- 8. Budget updates for Council to include projections and variances. (The document that is utilized will be the same document that is distributed to the Finance & Risk Management Committee);**
9. Council to establish objectives and outcomes for the coming year;
- 10. Develop a "Risk Management Plan" and "Risk Management Policy";**
11. Council to identify the behaviours and activities indicate effective oversight;
12. Council to assess whether they provide leadership;
- 13. The President is to meet with the Minister of Health to review the Strategic Plan.**
- 14. Council to review and assess foundational factors (foundation, overview, leadership) including committee structure and meeting frequency.**

CARRIED

MOTION #19 - MOVED BY KYLE MACNAIR, SECONDED BY GLENDA MARSH THAT the document entitled "Manitoba Pharmaceutical Association Strategic Planning – Tactic Development for High Priority Strategies" be approved by Council.

CARRIED

Vice President Petrasko turned the chair back to President MacNair.



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Lunch Break – 12:10 p.m. – 12:40 p.m.

b) Professional Development Committee

The Professional Development Committee report to the February 4, 2013, Council meeting, as well as the Professional Development Committee Report to the Annual General Meeting, were circulated in advance of the meeting.

MOTION #20 - MOVED BY KRISTINE PETRASKO, SECONDED BY KURT SCHROEDER THAT the Professional Development Committee report to the Council meeting be accepted for information.

CARRIED

MOTION #21 - MOVED BY KRISTINE PETRASKO, SECONDED BY SHAWN BUGDEN THAT the MPhA recognize injection training programs in Canada that have current CCCEP Stage 2 accreditation.

CARRIED

MOTION #22 - MOVED BY KRISTINE PETRASKO, SECONDED BY DINAH SANTOS THAT pharmacists transfer from another Canadian province to practice in Manitoba under the mobility agreement have their injection authority recognized regardless of whether they have taken a course that has been CCCEP Stage 2 accredited.

MOTION TABLED

MOTION #23 - MOVED BY KRISTINE PETRASKO, SECONDED BY SHAWN BUGDEN THAT all pharmacists applying for injection authority in Manitoba be required to complete the online Manitoba-specific module regardless of the initial program they completed.

CARRIED

MOTION #24 - MOVED BY KRISTINE PETRASKO, SECONDED BY JENNIFER LUDWIG THAT the Professional Development Committee report to the Annual General Meeting be accepted for presentation at the Annual General Meeting.

CARRIED



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d) Standards of Practice Committee

The Standards of Practice Committee report to the February 4, 2013, Council meeting, as well as the Standards of Practice Committee report to the Annual General Meeting, were circulated in advance of the meeting.

MOTION #25 - MOVED BY KURT SCHROEDER, SECONDED BY GLENDA MARSH THAT the Standards of Committee Report to Council be accepted for information.

CARRIED

MOTION #26 - MOVED BY KURT SCHROEDER, SECONDED BY KRISTINE PETRASKO THAT the draft practice direction entitled, “Standard #18: Pharmacy Facility” be approved for member consultation.

CARRIED

MOTION #27 - MOVED BY KURT SCHROEDER, SECONDED BY KIM SHARMAN THAT the Standards of Practice Committee Report to the Annual General Meeting be accepted for presentation at the Annual General Meeting.

CARRIED

MOTION #28 - MOVED BY KIM SHARMAN, SECONDED BY KRISTINE PETRASKO THAT Kurt Schroeder be appointed as Chair of the Standards of Practice Committee.

CARRIED

d) Board of Examiners

The Board of Examiners Report to Council for the February 4, 2013, Council meeting was circulated in advance of the meeting.

MOTION #29 - MOVED BY NEAL DAVIES, SECONDED BY KRISTINE PETRASKO THAT the Board of Examiners Report to Council be accepted for information.

CARRIED

e) Discipline Committee

No report.



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f) Awards & Nominating Committee

The Awards & Nominating Committee Report was circulated in advance of the meeting.

MOTION #30 - MOVED BY SHAWN BUGDEN, SECONDED BY KRISTINE PETRASKO THAT the Awards and Nominating Committee Report be accepted for presentation to the Annual General Meeting.

CARRIED

MOTION #31 - MOVED BY SHAWN BUGDEN, SECONDED BY DINAH SANTOS THAT Council approve the following recommendations for awards for 2013:

Pfizer Bowl of Hygeia – Lothar Dueck
2012 Pharmacist of the Year – Grant Lawson
Bonnie Schultz Memorial Award for Practice Excellence – Jamie Falk
Patient Safety Award – Susan Lessard-Friesen
Honorary Life Membership – Lois Cantin

CARRIED UNANIMOUSLY

g) Governance Committee

No report.

h) Finance & Risk Management Committee

The Finance & Risk Management Committee Report to the Annual General Meeting was circulated in advance of the meeting.

MOTION #32 - MOVED BY KIM SHARMAN, SECONDED BY JENNIFER LUDWIG THAT the Finance & Risk Management Committee report be accepted for presentation to the Annual General Meeting, with the following revision:

- In paragraph two, remove the word “special” when referring to the September 24, 2012, Committee meeting.

CARRIED

Council was advised the annual audited statements for Manitoba Pharmaceutical Association and DIA Management will be distributed through email once they have been received from the accountant. Council will be asked to acceptance for presentation to the Annual General Meeting.



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10. Unfinished Business

President MacNair turned the chair over to Vice President Petrasko.

a) Regulations Update

President MacNair and Registrar Guse provided a verbal update on the work related to the regulations.

Refer to the Executive Committee portion of the minutes for the motion approving the calling of a Special General Meeting on February 20, 2013. (See item 9.a.)

b) Strategic Plan

The Strategic Plan was considered during the Executive Committee portion of the agenda. (See item 9.a.)

c) M3P Service Purchase Agreement

The Registrar provided a verbal update on the M3P Service Purchase Agreement.

MOTION #33 - MOVED BY SHAWN BUGDEN, SECONDED BY DONNA FORBES THAT Council directs the Registrar to sign the updated M3P Service Purchase Agreement upon receipt of the document from Manitoba Health, and forward copies to Council, through email, for information.

CARRIED

d) Generic Oxycodone CR

President MacNair and Registrar Guse provided a verbal update on recent meetings and conversations the Deputy Minister and the College of Physicians and Surgeons of Manitoba related to concerns over the release of generic oxycodone CR. Further discussions will take place at the February meeting with the Assistant Deputy Minister and representatives of Manitoba Health.

Vice President Petrasko returned the chair to President MacNair.

11. New Business

a) Ratification of Preceptor Approvals

A list of newly approved preceptors was circulated in advance of the meeting.

MOTION #34 - MOVED BY KRISTINE PETRASKO, SECONDED BY SHAWN BUGDEN THAT Council ratifies the list of newly approved preceptors.



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CARRIED

- b) Annual General Meeting
Consideration of this agenda item was deferred. Approval of the agenda for the Annual General Meeting will be via email.
- c) Appointment of the Auditor / Accountant
At the April 15, 2011, Council Meeting, Council approved the extension of the appointment of the Auditor / Accountant to April 2013. The Registrar has drafted a Request for Proposal for the appointment of the Auditor / Accountant.

MOTION #35 - MOVED BY KIM SHARMAN, SECONDED BY DONNA FORBES THAT the Registrar provide the draft Request for Proposal to the Finance and Risk Management Committee for review and recommendation to Council.

CARRIED

- d) Appointment of Legal Counsel
Council members are invited to participate in a review of MPhA's legal counsel. The Registrar will compile responses received from Council members and will report back to Council at the April 5, 2013, meeting.
- e) In Camera Session
Council moved in camera at 2:10 p.m. and the Registrar and the Executive Assistant to the Registrar were asked to remain.

The Registrar and the Executive Assistant to the Registrar were asked to leave the in camera session.

The Council meeting moved out of camera at 3:30 p.m. and the Registrar and the Executive Assistant to the Registrar returned to the meeting.

MOTION #36 - MOVED BY KIM SHARMAN, SECONDED BY SHAWN BUGDEN THAT the meeting adjourn.

CARRIED

The meeting adjourned at 4:13 p.m.