



College of Pharmacists of Manitoba Special General Meeting

Monday, February 12, 2018
St. Boniface Research Centre
351 Tache Avenue, Winnipeg, Manitoba
6:45 p.m. Registration
7:00 p.m. – 9:00 p.m. Meeting

The College will be convening a Special General Meeting on Monday, February 12, 2018, at 7:00 p.m. at the St. Boniface Research Centre with pharmacists, pharmacy technicians and other stakeholders invited to participate in discussions regarding the topics outlined in the agenda below. This meeting will take the format of a Council update on each agenda item followed by an opportunity for members to discuss the item. Recommendations expressed at the meeting will be forwarded to Council for further consideration.

A G E N D A

CHAIR – Jennifer Ludwig, President of CPhM

1. Convene – 7:00 p.m.
President Jennifer Ludwig
2. Proposed Amendments to The Regulation to *The Manitoba Pharmaceutical Act*
 - a. Addition to the conditions listed in Schedule 3 for which a member may prescribe (if a training program is completed)
 - b. Removal of the Prescription Drug Category (ATC – anatomic therapeutic chemical classification) Drug List from Schedule 3
 - c. Addition of Schedule 4 – conditions for which a member can prescribe when an assessment and diagnosis is made by a physician, nurse practitioner, or other designated health professional (under development)
 - d. Travel Health
 - e. Part 14: Administration of Drugs by Members
 - f. Next steps in moving the proposed amendments forward
3. Update on the Implementation of Test Ordering by Community Pharmacists
4. College of Pharmacists of Manitoba 2018 Annual General Meeting
140th Year Anniversary Celebration & 2018 Awards Luncheon
10:00 a.m. on Saturday, May 12, 2018, at the Manitoba Club
5. Open Discussion – Jennifer Ludwig, President
6. Adjourn – 9:00 p.m.

The evening's program will be accredited for 2.00 CEU.

Videoconference Sites:

Not all locations are available for all programs/meetings. Please contact the College office to confirm the availability of your selected site. For a complete listing of videoconference site locations, click [here](#).

Live Webcasting:

In addition to live webcasting, this program will be recorded and posted on the sbrstream.ca website. For instructions on webcasting, click [here](#). Members must fill out an evaluation form in order to receive accredited CEU for live webcasting.

Register to the College by calling 204.233.1411 or emailing rsvp@cphm.ca.

The College of Pharmacists of Manitoba Rules of Procedure

1. A Notice of Meeting will be forwarded to the entire membership no less than twenty-one (21) days prior to the scheduled meeting.
2. A quorum is required to convene a meeting and to transact any business. A quorum must be at least 5% of the voting members in attendance.
3. A Parliamentarian will assist with parliamentary procedure as the need arises.
4. Robert's Rules of Order will govern.
5. The Chair of the general meeting may permit discussion of motions that are for information and do not require action by the College. Motions, either simple or by resolution, accepted at an annual general meeting, or a special general meeting, requiring action on behalf of the College shall be forwarded to Council for consideration and decision.
6. All voting members must sign the attendance sign-in sheet.
7. Voting cards will be issued to all voting members.
8. All members and Council members may speak only once to any given resolution and debate may be limited, unless permission to the contrary is given by the assembly.
9. All persons wishing to address the meeting are requested to speak at the microphone and are further requested to identify themselves by name before speaking.
10. The Mover and Secunder can speak first, followed by other speakers. The Mover has the option of being the last speaker to the motion.
11. Speakers must address the chair.
12. All members present are encouraged to engage in discussion, but only voting members and Council members may make motions and vote.
13. The members of the College consist of the persons whose names are on the register and who have paid the fees prescribed in the bylaws.
14. Every member who is a licensed pharmacist and members of Council are entitled to vote at a meeting of the College.
15. Non-members and observers are welcome to attend, but are unable to engage in discussion or vote.
16. Motion forms will be provided. Motions should be in writing on these forms and the appropriate copy given to the Chair at the time of making the motion.

Clarification:

- Only licensed pharmacists and Council members have the right to vote; however, all members who are on the College register and have paid a fee for the current year can speak, but not vote.
- Regarding the right to speak at meetings of the College, Robert's Rules would apply and the voting members (licensed pharmacists with a vote) and Council members attending the meeting would decide in each incident whether or not an attendee at the meeting would have the right to speak.