

Attendees

Council Members:

- Louis Hugo Francescutti, President
- Stacey Strilchuk, Vice President
- Jaelene Mannerfeldt, Executive Committee Member-at-Large
- Lauren Bilinsky
- Richard Buckley
- Christopher Fung
- Daisy Fung
- Brenda Hemmelgarn
- Levonne Louie
- Linda McFarlane
- Jon Meddings
- John O'Connor
- Raj Sherman
- Laurie Steinbach
- Jim Stone
- Ian Walker
- Annabelle Wong (not available until after lunch)
- John Bradley, 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 and In-house Legal Counsel

Guests:

Regrets:

Resources to guide Council deliberations:

- [Council Conflict of Interest Policy](#)
- [Council Member Code of Conduct Policy](#)
- [Councillor's Oath](#)
- [CPSA Values](#)
- [Commonly used Acronyms](#)

Friday, March 5, starting at 0800

Time	Topic	Presenters
0800	1.0 Call to Order and Check-in for In-Camera Session (Council and Executive Team)	Louis Hugo Francescutti
	1.1 Approval of agenda and item on consent agenda:	Louis Hugo Francescutti
	• Minutes , In-camera, December 3 and 4, 2020	

ACTION: For approval (MOTION)		
	1.2 President's opening remarks	Louis Hugo Francescutti
	<ul style="list-style-type: none"> • Feedback from December Council Meeting 	

0830	2.0 Call to Order – public session	Louis Hugo Francescutti
	<ul style="list-style-type: none"> • Traditional Territorial Acknowledgement 	

	2.1 Conflict of Interest Declaration (Real, Potential or Perceived)	
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2.2 Approval of agenda and consent agenda item(s)
*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, December 3 and 4, 2020 and Decision Items from December 3 and 4, 2020 in-camera session. (for approval)
- Patient Relations Fund Annual Report (for information)
- Competence Committee Report (for information)
- Finance and Audit Committee Report (for information)
 - Physician Assistant Fees (for approval)
- Governance Committee Report (for information)
 - Appointments to Hearing Tribunal and Complaint Review Committee List (for approval)
 - Competencies for CPSA Council (for approval)
 - Appointment of Physician Member (for approval)
- Medical Facility Accreditation Committee Report (for information)
- Strategic Plan Working Group Report (for information)
- Communications: 2020 Annual Report (for information)
- Physician Assistants – Liability Coverage (for information)

ACTION: For information and/or approval (MOTION)

3.0 Reports

0845 3.1 President's Report Louis Hugo Francescutti

ACTION: For information/discussion

0900 3.2 Executive Committee Report Stacey Strilchuk

- Future Council Meetings
- Registrar Annual Evaluation Process
- Kindness Initiative

ACTION: For information/decision (**MOTION**)

NEXT STEPS:

RESPONSIBLE INDIVIDUAL:

0945 3.3 Registrar's Report Scott McLeod

ACTION: For information/discussion

1015 **COMFORT BREAK**

1030 3.3 Registrar's Report (con't) Scott McLeod

1100 3.4 Governance Committee Report Levonnie Louie

- Physician Member Elections for positions in 2021
- Council Member Self-Assessments and Learning Plans for Council Members

ACTION: For information/discussion and decision (**MOTION**)

NEXT STEPS:

RESPONSIBLE INDIVIDUAL:

1130 **4.0 Key Performance Indicators (KPIs) for 2021** Susan Ulan

ACTION: For information/discussion and approval of the recommended KPIs for 2021. (**MOTION**)

NEXT STEPS:

RESPONSIBLE INDIVIDUAL:

NOON		LUNCH BREAK	
1300	5.0 Patient Relations Mandatory Training for Physicians		Michael Caffaro
	<p>ACTION: For information/discussion and potentially approval of next steps</p> <p>NEXT STEPS:</p> <p>RESPONSIBLE INDIVIDUAL:</p>		
1315	6.0 Framework for Addressing Racism and Discrimination		Louis Hugo Francescutti
	<p>ACTION: For information/discussion and endorsement of the an approach to address racism and discrimination (MOTION)</p> <p>NEXT STEPS:</p> <p>RESPONSIBLE INDIVIDUAL:</p>		
1415	COMFORT BREAK		
1430	7.0 In Camera (Council and Executive Team)		
	7.1	After Action Review of Consultation 019	Stacey Strilchuk
		ACTION: For discussion	
	7.2	Update from Registrar	Scott McLeod
		ACTION: For information	
	7.3	Council only (Registrar by invitation)	Louis Hugo Francescutti
	8.0	Adjournment	

List of Council Education Ideas for 2021

Individual Training Opportunities

Conferences: In 2020 most conferences were either cancelled or placed online. The online CLEAR and CNAR courses were well received and accessible.

- 2021 Annual Educational Conference, September 2021. Virtual Conference
<https://www.clearhq.org/AEC>
- CLEAR's International Congress on Professional and Occupational Regulation, June 2022, Dublin, Ireland. <https://www.clearhq.org/2022ICPOR>
- Canadian Network of Agencies for Regulation - <http://www.cnar-rcor.ca/events>
- CLEAR's 2021 Introduction to Regulatory Governance Webinar Series
<https://www.clearhq.org/event-4137903>

[Foundations of Occupational and Professional Regulation](#): February 25, 2021

[Roles and Responsibilities of a Board Member](#): March 18, 2021

[Administrative Rulemaking](#): April 22, 2021

[Professional Discipline](#): May 20, 2021

[Assessing Competence](#): June 17, 2021

- Governance Professionals of Canada, <https://gpccanada.org/gpc-ep>
- Institute of Corporate Directors, <https://www.icd.ca/Education/Course-Calendar>
- Legal Education Society of Alberta – Board Governance Courses.
<https://www.lesaonline.org/events/>
- The Government of Alberta Board Development Program
<https://www.alberta.ca/board-development-program.aspx/>