

## ACDH Council Meeting

### Meeting Minutes

September 29, 2023 @ 8:30am

In-Person – Hyatt Calgary Airport

<b>Minutes</b>			
<b>Attendees - Council Members</b>			
<b>Name</b>	<b>Role</b>	<b>Name</b>	<b>Role</b>
Lindsay Ord	Vice Chair, Regulated Member	Judy Hansen	Councillor, Public Member
Kathy Sauze	Councillor, Regulated Member	Samantha Heron	Councillor, Regulated Member
Louise Mosier	Councillor, Public Member	John Jossa	Councillor, Public Member
Teanne MacCallum	Councillor, Regulated Member	Mimi Godin	Councillor, Regulated Member
Carol Gibbons Kroeker	Councillor, Public Member		
Erhard Poggemiller	Councillor, Public Member		
<b>Attendees – Guests and Observers</b>			
<b>Name</b>	<b>Role</b>	<b>Name</b>	<b>Role</b>
Amie Dowell	Registrar & CEO	Salima Thawer	Deputy Registrar, ACDH
Holly Durdle	Recorder	Nicole Hannigan	Continuing Competence Manager
Brittany Hodges	Corporate Manager	Kevin McCarthy	The Regulator's Practice
Jessica Gauthier	Facilitator, Incite Strategies	Greg Sims	Field law
Dania Spillet	Facilitator, Incite Strategies	Jeanne Weiss	CLPNA
Dale Cooney	AFRHP		
<b>Regrets</b>			
<b>Name</b>	<b>Role</b>	<b>Name</b>	<b>Role</b>

## **1. Call to Order**

### 1.1 - Introductions: Guests / Observers

The Chair, L. Ord, called the meeting to order at 8:36am on September 29, 2023, and welcomed Council members and invited guests: Kathy will be joining via Zoom for the two-day meeting.

1. Salima Thawer - ACDH Deputy Registrar
2. Nicole Hannigan - ACDH Continuing Competence Manager
3. Brittany Hodges - ACDH Corporate Manager
4. Jessica Gauthier - Strategic Planning Facilitator, Incite Strategies
5. Dania Spillett - Strategic Planning Facilitator, Incite Strategies
6. Mimi Godin - Recommendation for vacant Councillor position

She advised that no observers would be in attendance.

L. Ord also advised that a few guests will be joining the meeting throughout the day to present to Council.

L. Ord acknowledged that Council was gathered on Treaty 7 Territory. She offered this acknowledgement in the spirit of reconciliation and to respect the histories, languages, and cultures of the First Nations, Inuit, and Metis people of Alberta.

### 1.2 - Housekeeping

L. Ord advised that should anyone need to take a phone call or other interruption during the business meeting, to step out of the room to lessen distraction for the participants.

L. Ord advised that should anyone have a conflict of interest with any agenda item, at the time that agenda item is introduced, the individual will need to declare their conflict and either abstain from voting or recuse themselves from the meeting, as appropriate, until that agenda item has been concluded.

L. Ord advised that a 2024 meeting calendar is in everyone's calendar for the upcoming year, which can be revised if required.

## **2. Adoption of Consent Agenda**

L. Ord listed all items on the Consent Agenda and asked if anyone wished to remove any item(s) for discussion. Any typos or grammatical errors in any of the council minutes can be sent directly to H. Durdle.

- 2.1 Draft June 23 & 24, July 31, and August 14 Council Meeting Minutes for Approval
- 2.2 Action Items from past Council meetings for Information
- 2.3 Committee Reports for Approval
  - i. Executive Committee
  - ii. Governance Committee
  - iii. Audit, Finance & Risk Committee

L. Ord asked for a motion.

**MOTION: To approve the Consent Agenda as presented.**

**Moved by: L. Mosier, Seconded by: T. MacCallum.**

**CARRIED**

### **3. Adoption of the Agenda**

L. Ord asked if there were any additions or revisions to the agenda of September 29 & 30, 2023 and asked for a motion to approve.

**MOTION: To approve the agenda of September 29 & 30, 2023, as presented.**

**Moved by: T. MacCallum, Seconded by: K. Sauze.**

**CARRIED**

### **4. Stakeholder Presentations**

L. Ord welcomed Greg Sim from Field Law, Kevin McCarthy from The Regulator's Practice and Dale Cooney from the Alberta Federation of Regulated Health Professionals to the meeting via Zoom at 8:45am.

C. Gibbons Kroeker joined the meeting via Zoom at 8:45am.

Greg Sims from Field Law began the presentations by discussing changes and trends in regulation.

D. Cooney from the Alberta Federation of Regulated Health Professionals spoke to Council regarding internationally trained professionals, government involvement in regulation, expanding scopes of practice, virtual care, inter-jurisdictional care, and primary care.

K. McCarthy from the Regulatory Practice spoke to Council regarding meaningful stakeholder engagement, regulatory impact on public interest, measuring impact of regulation, mitigation of risks, regulation in the media, and data-informed regulation.

## **BREAK (9:45am – 10:00am)**

J. Weis from the College of Licensed Practical Nurses of Alberta spoke to Council about their regulatory journey in Alberta, including an increased focus on government relations, stakeholder engagement, and meaningful collaboration with other health regulatory colleges.

Questions and discussion followed the presentations.

## **5. Councillor Appointments**

S. Heron advised Council that GP-2.2 Council Officer Approval policy sets out the policy requirements and process to appoint officers to Council. The Governance Committee is requesting that Council appoint Lindsay Ord as Council Chair.

**MOTION: To appoint Lindsay Ord to her first term as Council Chair, effective September 29, 2023.**

**Moved by: S. Heron, Seconded by: J. Jossa.**

**CARRIED**

L. Ord advised that each council member was contacted and asked if they would like to be considered for the Vice-Chair role and/or who would they recommend for the role based on skills and experience. After some analysis, the council member that the Executive Committee is bringing forward as a recommendation for the Vice Chair position is Carol Gibbons Kroeker. Carol Gibbons Kroeker confirmed her interest in serving in the Vice Chair position.

L. Ord asked for a motion.

**MOTION: To appoint Carol Gibbons Kroeker into her first term as the Vice Chair of the ACDH Council effective September 29, 2023.**

**Moved by: J. Hansen, Seconded by: K, Sauze.**

**CARRIED**

S. Heron advised that the Governance Committee had 5 interviews with potential candidates for the vacant Councillor position and would like to recommend Mimi Godin for the position. Mimi Godin is currently the Chair of the Registration Committee. After appointment to Council, the vacant spot on the Committee will need to be filled. Council warmly welcomed Mimi.

L. Ord called for a motion.

**MOTION: To remove Mimi Godin from the Registration Committee effective September 29, 2023.**

**Moved by: S. Heron, Seconded by: J. Jossa**

**CARRIED**

**MOTION: To appoint Mimi Godin to her first term as regulated council member, effective September 29, 2023**

**Moved by: S. Heron, Seconded by: L. Mosier.**

**CARRIED**

## **6. Committee Composition**

L. Ord led Council in a discussion regarding the composition of Council Committees.

Currently the Executive Committee is comprised of one public member and the Chair. The Audit, Finance & Risk Committee is comprised of one public member and one regulated member. L. Ord was on the Audit, Finance & Risk Committee but will now step down as she is appointed Council Chair. The Governance Committee is comprised of 2 regulated members and 3 public members.

Each councillor was provided with the opportunity to indicate their first and second choices for council committees. Round table discussion followed and E. Poggemiller will move from the Executive Committee to the Audit, Finance and Risk committee. K. Sauze will move from the Governance Committee to the Executive Committee.

**MOTION: To approve the committee members for the 2023-24 council year as presented.  
September 29, 2023.**

**Moved by: J. Jossa, Seconded by: C. Gibbons Kroeker.**

**CARRIED**

## **LUNCH**

## **7. Strategic Planning**

D. Spillett (Incite Strategy) facilitated the ACDH strategic planning discussions to help Council set priorities and direction for the 2024-2027 strategic plan.

The Leap model was used to guide the discussions:

**L** – Look to the future

- E** – Evaluate current state
- A** – Access alternatives
- P** – Plan next steps

The group discussed what the ideal state of the college would look like in 3-5 years, and participated in a SWOT discussion (strengths, weaknesses, opportunities, and threats).

3 priorities were identified that should be the focus over the next 3 years:

1. Continuing Competence Program
2. Labour Mobility
3. Amalgamation/Collaboration

2 other priorities were identified and discussed:

1. Stakeholder Engagement
2. Equity, Diversity, and Inclusion

## **RECESS**

L. Ord advised that the business meeting would recess at 4:43pm and resume at 8:30am on Saturday, September 30, 2023.

## **ACDH Council Meeting**

### **Meeting Minutes**

**September 30, 2023**

**In-Person – Hyatt Calgary Airport**

## **9. Call to Order**

L. Ord called the meeting to order at 8:34am on September 30, 2023 and welcomed the Council members and guests. The meeting started with the group recognizing the national day for truth and reconciliation.

Kathy Sauze joined via Zoom at 10:30am.

**10. Strategic Planning**

D. Spillet began the day by recapping the discussions from the previous day and invited discussions on feedback and questions.

**BREAK**

**11. Strategic Planning**

The group participated in breakout groups to identify and discuss the strategic objectives for each priorities area. Round table discussion and voting on priority objectives followed.

**LUNCH**

S. Heron joined the afternoon portion of the Council meeting via Zoom.

The group participated in discussions to further define the top 4 priorities for the 2024-2027 strategic plan.

J. Jossa left the meeting at 2:21pm.

The group discussed the needs of Council and the College to help ensure the successful implementation of the strategic plan.

**Next Steps:**

- College to work with Incite on finalizing the strategic priorities and objectives, for Council review and approval at the November Council meeting.
- The College will create operational plans and reporting to align with the strategic plan.

**13. Dates of Next Meeting**

Council was advised of the upcoming meetings:

- November 24 & 25 - Edmonton

- February 23 & 24, 2024 – Southern Alberta
- June 28 & 29, 2024 - Edmonton
- September 27 & 28, 2024 - Southern Alberta
- November 22 & 23, 2024 - Edmonton

**14. In-Camera**

No in-Camera session was required.

**Adjourn**

The meeting adjourned at 2:41pm.