CMA Council Meeting Minutes

Date: January 26, 2023 Timeframe: 0945-1600

Through Regulatory Excellence, we inspire trust and confidence in Midwifery Care for all Childbearing families in Alberta (Vision, September 2017)

This Council meeting will be held by Microsoft TEAMS invite and in-person (especially for anyone living close to Calgary)

Attendees: Marianne King, RM (President) (left at 1545), Chelsey Cabaj (Public Member) (left at 1540-1604), David Crocker (Public Member), Juliana Cunha (Deputy Registrar), Tiffany Harrison RM (Past President), Shireen Mathew (Finance Director), Sharon Prusky (Registrar and Exec Director), note taker, Dustin Schinbein (Public Member), (left at 1300-1400)left at 1615, Kayla Blinkhorn RM (Vice President and Competence Committee), Cathy Cornfield (Public Member), Melanie Bekevich-Joos (Public Member), Joy Maxwell RM (Competence Committee), Heather Martin RM Council Member North.

Regrets:

NOTES: Marianne chaired the meeting until 1545, and then Kayla chaired the remainder of the time.

Agenda Item	Discussion	Actions
1. Welcome and Introductions	Marianne: Welcome Heather Martin as guest	Start: 0948
	Introductions of All Council members and staff	
	(see agenda item 3.2.2)	
1.1 Land Acknowledgement	Land Acknowledgement: <u>www.whose.land</u>	Sharon
1.2 Council Rules of Order (on screen)		
2. Record of Council Meetings:		
2.1 Minutes of November 24/22 (attached)	Seeking approval of the Council minutes	Moved: David
		Second: Kayla
2.3 Additions to today's agenda?		
a) Executive Committee Addendum re: signing	See agenda item 3.3.1 below	
authority		

- 2.4 Approval of today's agenda
- **2.5** Any Conflict of Interest to declare based on the agenda?
- 3. Governance: Generative Items for Discussion and Decision by Council
- **3.1** Field Law presentation on CMA use of their services Chelsey Bailey 1000-1200

Chelsey gave an overview of general governance topics and council's role in Best Practice. Council is responsible for the information that comes from the HPA and the Regs. This includes: Code of Ethics, Standards of Practice, Mission statement and values, Bylaws, Governance policy and some other policies. Over top of the of that base she gave examples of how legal counsel has been used historically, where there are current relationships around complaints (both HDA and HPA) and legal advice on illegal use of midwife title and unregulated birth workers doing restricted midwifery activities, and then set out areas in future where legal could be used, cautioning that CMA Council needs to be selective on when they access the services, as there are attached costs. Areas include: (use judgement): substantive changes to governance, regulations, Bylaws, standards, competencies and council-directed or related policies; responding to legislative changes, when Govt makes inquiries to CMA (eg IPAC), registration practices with leg change, some media attention items concerning the reputation of the profession; appeals, reviews, questions of procedural fairness, complaints after investigation, when a registrant has a lawyer, some conflict of interest areas, "accusations, rights, and complaints of college unfairness".

1203 BREAK 1203 BREAK 1203 BREAK

Approval by Council None declared

Council members expressed appreciation to have had a review and update, and also the discussion regarding key topics.

1203 BREAK 1203 BREAK 1203 BREAK

BACK at 1225

3.2 Bylaws and Governance Policy presentation:	Notes of the In camera session are stored on the WD	In camera: Moved
CMA Consultant – Colleen Wetter 1228-1430	as an Archived file, by year, starting In January 2023	Chelsey, second
This portion of the meeting went in camera.		David
3.2.1 Heather approval as a Council member.		Moved: Kayla
3.2.2 Orientation for Heather Martin	Sharon will conduct Heather's Orientation	Second: David Council Approval
J.L.L Officiation for ficatrici waitin	Sharen win conduct reducer 3 offentation	Next Bylaws
		meeting February
		27, 2023 at 1100
		hours.
3.3 Financial Planning	Dan presented a video on his analysis so far, citing a	Dan to return for a
Vanta Group: Dan Brassard -new bank accounts with Vanta	number of scenarios based on his initial review of the CMA financial statements. He also spent some time	second Council
-progress on planning	on three scenarios where the practice permit fees	presentation after the Bylaws are
progress on planning	were a) held the same, b) reduced by	dealt with.
	\$250/registrant, and c) reduced by \$500/registrant.	
	The scenario where fees were reduced by	
	\$500/registrant proved to be a growing loss over year	The appropriate
	to year. Brief Discussion followed.	executive were identified and
3.3.1 Executive Committee signing authority	Vanta needed clarification of signing authority, from	signing happened
	legacy Bylaws, in light of the fact that CMA has no	
	Treasurer.	
2.4 CNAA Council and Committee Council	A annuatability fallow was Council months are and to	Next meeting
3.4 CMA Council and Committee Governance Training (Attached link)	Accountability follow up: Council members need to complete these modules by next meeting.	Next meeting
Please see link below to the Governance training:	David is done	
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Governance Under the Health Professions Act - 12 Key Principles of Good Governance for Council

https://afrhp.org/resources/governance-under-the-health-professions-act-an-introduction-for-council/

Password: GoVHP#2020

3.5 Annual Report:

-Theme: Forging Ahead

-Writers/Contributors
January 26 deadline

3.6 CMA 3 Year Strategic Plan:

- -registrant responses
- -client consultations
- -council retreat event (Spring 2023)

3.7 Registration Decision Review Policy and Registration Processes Survey: report by David, Chelsey, Marianne

3.8 CMA Documents: New Share point project

Deadline is today for submissions. Status Report: Dustin and Heather photo needed.

Council Discussion: analysis of the data from the registrant responses from Renewal is not complete (staff time). Client consultations are planned, no dates or timelines determined yet.

Sharon sent to the Reg Decision Review Committee for experiential feedback. Got feedback from Marianne only. Chelsey sent out to rest of Council?

Introduction to Council. Juliana had sent this out to Council for review and feedback. This was one of the

Dustin to share a previous draft for Public members to others for input, then send to Juliana

Return to after the Bylaws are finished.

Deferred until after Bylaws are finished.

Sharon and Juliana to review the rest of the documents from Chelsey, David and Cathy

 4. Governance: Strategic Direction/<u>Discussion</u> and/or Approval 4.1 Standing Item: Equity, Diversity, Inclusion- CMA Learnings. 	requests from the Registration Decision Review Committee.	No new information tabled
4.2 Standing Item: In Camera4.3 Midwives' ability to order ultrasound: update4.4 Suspended registrants- Council Alert	Sharon gave an update on the unprecedented incidence of midwives not getting their renewals done. Suspension letters and threat of cancelation of registration finally produced action.	Sharon and Juliana will work on a policy regarding this situation for direction in future years. Tabled
 4.5 Follow up steps related to the IPAC and CMA Standards of Practice: Update -education and training for registrants -other 4.6 Amended Midwives Profession Regulation: Update 	Extended date of Proclamation moved to MARCH 2023	
4.7 Alternate Practice Program Framework-placeholder		

4.8 RN/RM Interprofessional relations document	Sharon reports that the CRNA is tabulating the results	
for consultation at CRNA until Dec 14/22: Update	of the consultation	
4.9 Royal Alexandria Hospital Interprofessional		
relations: Placeholder		
4.10 Guidance to the profession: Working Alone		
Placeholder		
5. Governance: CMA Standing Committees and		
Mandates		
5.1 Registration Committee:	Juliana gave a quick overview	
5.1.1 Report: (attached)		
5.2 Finance Committee:		
5.2.1 Report	Ongoing staff work with Vinck Accounting:	
5.3 Competence Committee:		
5.3.1 Report: see U/S item above; Practice Review		Tabled
Policy, Continuing Competence annual		
requirements – birth numbers, Client Evaluation,		
Peer Review, Workload Guidance to the Profession		
5.4 Complaints		
5.4.1 HPA Report	Update: no report this meeting	
5.4.2 HDA Report:		
5.4.3 Complaints Director Report:	Theresa and Sharon to meet on Feb 2/23	
Guidance to the Profession – Reporting Obligations		
6. Operations:		
6.1 Renewal overview for 2023	Staff:	tabled
6.2 Ola Tech contract		

6.2.1 Alberta Health Professions Register6.3 Switch to Microsoft emails etc6.4 CMA Newsletter:6.4.1 Winter Newsletter topics:	New contract signed almost under coercion from Ola Tech. CMA disagrees with project work done and the money charged by Ola Tech. Registrar, admin and info emails are second string. New emails contain staff names Renewal, Financial planning with goal to address practice permit fees and disciplinary process costs, Status of SOP's (including a copy of the IPAC Standards), compliance date, old autoclaves and logbooks, felt pens for MDR, proposed CCP Standards for registrant feedback, Invite for input on CRNA and CMA document of RMs and RNs working together, legislative overrule change to disallow colleges from recouping some of the discipline and hearing costs from investigated registrants with hearing findings.	
6.7 ED/Registrar Annual Review	Marianne and Tiffany	tabled
7. Upcoming Council Meetings:	March 23/23 May 25/23 September 7/23 November 9/23	
8. Adjournment:	Time: 1640	