



**Board Meeting Minutes
Via Teleconference**

June 3, 2011

The following Board members were present for the meeting and acknowledged that due notice had been provided to hold the meeting.

Present:

Randy Konrad, Chair & District 1 Board Member
Allan Greene, Vice-Chair & District 3 Board Member
Beverley Harris, District 2 Board Member
Doug Kipp, District 4 Board Member
Chris Hunter, District 5 Board Member
John Hope, District 6 Board Member
Penny Denton, Board Member
Jeff Slater, Board Member
Bal Dhillon, Board Member (Pharmacy Technician Observer)

Regrets:

Bruce Beley, District 7 Board Member
John Scholtens, Board Member

Vision: As the medication experts, registrants are professionals who apply their full knowledge, skills and abilities to achieve the best possible healthcare results through patient-centered care.

Mission: *To protect the public by ensuring that College registrants provide safe and effective pharmacy care to help people achieve better health.*

Our Values:

- Interactions will be handled ethically with respect and dignity while ensuring confidentiality.
- Integrity, honesty, accountability, transparency and responsiveness in all that we do.
- A culture of collaboration, learning and openness to change.



WELCOME AND CALL TO ORDER

Chair Konrad called the meeting to order at 11:05 am.

AGENDA

Proposed Agenda

1. Update from the Ontario Registrar Search Process
2. Selection of the B.C. Registrar Search Committee (RSC)
3. Budget for the Registrar Search Committee
4. Terms of Reference of the Registrar Search Committee
5. Approval of the Minutes
6. Adjournment

Confirmation of Agenda

It was moved, seconded that:

The June 3, 2011 agenda be accepted as proposed.

The motion was CARRIED

The Chair noted that he would be responsible for the Minutes of the June 3, 2011 Teleconference Meeting.

1. UPDATE FROM THE ONTARIO REGISTRAR SEARCH PROCESS

DISCUSSION POINTS:

- The Chair provided an update from the Ontario Registrar search process. The update included the timelines of the Ontario process and a summary of the time commitment, responsibilities, and compensation of members of the Registrar Search Committee. Ontario took five months to complete their selection process and a further three months of notice before the new Registrar will take his position. It was also noted that we are now entering into the summer months and moving the process forward will become more difficult. Board members were reminded that all matters concerning the selection of the new Registrar requires the utmost in discretion and confidentiality.



2. SELECTION OF THE B.C. REGISTRAR SEARCH COMMITTEE (RSC)

DISCUSSION POINTS:

- The Chair asked for nominations for the position of the Chair of the B.C. Registrar Selection Committee.

It was moved and seconded that:

Allan Greene is named as the Chair of the Registrar Committee.

The motion was CARRIED

- The Chair asked that Allan Greene lead the meeting through the next agenda items.
- Allan Greene gave a description of the composition and rationale of the Ontario Registrar Selection Committee. The Ontario RSC hired an executive search firm to assist in their process. The Ontario RSC consisted of four Board members and one staff member from the Ontario College of Pharmacists. Allan described arguments for a RSC that consisted of three, five or seven members and different combinations of community and hospital pharmacists, pharmacists and Government appointees, and the possible inclusion of a non-Board member. Allan noted that compensation for work done by the RSC would be guided by our current Board policy. The B.C. RSC members should expect that there would be some commitment of time at the beginning of the process, followed by a period of inactivity while the executive search firm does the bulk of their work, followed by a significant commitment of time and travel at the end of process.

It was moved and seconded that:

The Registrar Search Committee is composed of two community pharmacists (one being Allan Greene), one hospital pharmacist, one Government appointee, and one non-Board member.

The motion was CARRIED

3. BUDGET FOR THE REGISTRAR SEARCH COMMITTEE

DISCUSSION POINTS:

- Allan Greene gave a description of the anticipated costs of the Registrar search process. It is estimated that the services of an executive search firm would be \$50,000 and the expense of the RSC would be \$15,000 in income replacement and \$10,000 in travel expenses. An additional \$20,000 is budgeted for unanticipated costs with the understanding that the target budget is \$75,000. There was a discussion of the importance of using teleconferencing and other technologies as a means of reducing cost.

It was moved and seconded that:

The Board approves the expense of the \$95,000 for the purpose of the Registrar search process.

The motion was CARRIED



4. TERMS OF REFERENCE OF THE REGISTRAR SEARCH COMMITTEE

DISCUSSION POINTS:

- Allan Greene noted that due to time constraints this agenda item would be moved to the June 17, 2011 Board Meeting. The Board agreed by consensus.
- Allan Greene thanked the Board for their input and discussion and returned the meeting to the Chair.
- The Chair also thanked the Board for making themselves available for this meeting and for their participation in the discussion.

5. APPROVAL OF MINUTES

DISCUSSION POINTS:

- This agenda item was not discussed. The Chair is responsible for the taking of the Minutes of June 3, 2011 Teleconference Meeting and will distribute to the Board members by email in advance of the June 17, 2011 Board Meeting. The Minutes of the June 3, 2011 Teleconference Board Meeting will be approved at the June 17 Board Meeting.
- The Chair noted that sufficient time for the Registrar search process would be scheduled into the June 17 Board Meeting.
- The Minutes of the June 3, 2011 Teleconference meeting will be distributed by email to the Board and will be approved at the June 17, 2011 Board meeting. The Chair noted that an appropriate period of time for an in-camera session would be added to the agenda of the June 17, 2011 Board meeting.

6. ADJOURNMENT

It was moved and seconded that:

The meeting is adjourned at 12:00 noon.

The motion was CARRIED