

CMA Council Meeting Minutes

Date: May 26/22 Timeframe: 0945-1200

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

This event was held by Zoom invite only


Attendees: Marianne King, RM (Vice President), Chelsey Cabaj (Public Member), David Crocker (Public Member), Juliana Cunha (Deputy Registrar), Shireen Mathew (Finance Director), Sharon Prusky (Registrar and Exec Director), note taker, Tiffany Harrison RM (President), Kayla Blinkhorn RM (Competence Committee), Cathy Cornfield (Public Member), Melanie Bekevich-Joos (Public Member), Joy Maxwell RM (arrived @ 1000 after a birth).

Regrets: Cassie Evans, RM (Past President), Jeannette Page RM (Registration Committee)

Agenda Item	Discussion	Actions
1. Welcome and Introductions 1.1 Land acknowledgement	Tiffany: Land Acknowledgement: David www.whose.land David gave the Land acknowledgement that appears in the signature boxes of the CMA Staff. In his additional research, he also found that there is another Federal Treaty to add; Federal Treaty #10, Metis Nations.	Start: 0949 Staff will add Federal Treaty #10 to their signature boxes.
2. Record of Council Meetings: 2.1 Minutes of April 28/22 2.3 Today's agenda 2.4 Additions to today's agenda?	Seeking approval of the April 28/22 Council minutes 1) Note that on May 20/22 Council approved the Audited Financial Statements from Vinck Auditors by a Special Meeting held by Zoom.	Moved: David Second: Kayla Approval: by Council on May 20/22
3. Governance: Generative Items for discussion and/or <u>decision</u> by Council		

<p>3.1 Finance Committee: Recommend to increase FTE for both the Office Manager and Deputy Registrar to full time, based on the budgets presented to Council today.</p>	<p>Sharon presented the 2022 current budget with adjustments to accommodate an increase to full time for the office manager and the Deputy Registrar. Sharon then presented the projected 2023 budget with the adjustments for the increase in staff FTEs to full time for Council to consider.</p>	<p>Approval, following “in Camera” session</p>
<p>3.2 Finance Committee: Recommend reduction of Practice Permit fees to \$4000 per midwife for the 2023 registration year, based on the budget presented to Council today.</p>	<p>Sharon also presented another option 2023 budget that included Practice Permit fees at \$4000 instead of the current \$4550 with adjusted staff FTE increases, just to show an example of how the budget was still realistic and had a surplus income over expenses.</p> <p>Council then moved to “In Camera” to have extended discussion on the increase in staff wages and FTEs, and a future financial plan.</p>	<p>Moved: David Second: Chelsey Council will engage external input, to investigate and provide guidance re: streamlining regular reporting of financial status, best practice policy development, and a future 3 year financial modelling plan.</p>
<p>3.3 Meeting with AB Health: Report from May 12/22 Bill 46: Phase 2 Mitigation Plan: AB Health. Goal is to move items forward for ministerial approval faster in the future.</p>	<p>Update from May 12/22 Meeting: 13 sections/24 will be amended in our CMA Midwives Profession Regulations. Eleven sections will go to a “Minister-approved regulation” format (common provisions for all colleges). There are two items to decide on by June 3/22:</p> <ol style="list-style-type: none"> 1) For CMA to have the ability to request proof of English Proficiency at renewal as well as at initial application. 2) Ability for CMA to collect photos from registrants. 	<p>Council Approval of both items</p>

<p>3.3.1 Competence Committee: Recommend CMA complete a briefing note to send to AB Health regarding a change to wording in section 16 (e) and section 17 (f) of the Midwives Profession Regulation from “for obstetrical purposes” to “incidental to the practice of midwifery” Eg. Midwives’ inability to order ultrasound for neonates and infants because of wording in the Midwives’ Profession regulation section 16 around the term “for obstetrical purposes” (attached)</p> <p>3.4 AGM preparation 3.4.1 Annual Report presentation: 3.4.2 Presentation details: Welcome and Roll Call (Tiffany) Minutes 2021 AGM (Tiffany) Report from the President (Tiffany) Competence Committee (Kayla) Complaints Director (Theresa Barrett) Bill 46 updates (Sharon) Audited Financial Statements, Budget review (Sharon) Election Results (Tiffany) Strategic Plan presentation (Melanie) Other: (Tiffany) Adjournment: (Tiffany)</p>	<p>CMA can send a Briefing Document to AB Health, petitioning for a change to wording, at the same time as some responses regarding IPAC (please see below). Diane Rach has also reviewed this document, as she was involved in the drafting of the Midwives Profession Regulations. Council Approval of document needed:</p> <p>Thanks to Juliana for such a great job on the Annual Report; we have received some very positive comments. Quorum will be 10% (or 15 people) . Tiffany will keep the meeting moving along, to allow adequate time for the Strategic Planning session (needs at least one hour).</p> <p>Strategic Planning Session: Two more Council facilitators/note takers are needed, as we will have four groups in total. Kayla and Cathy will join Tiffany and Sharon for these. Juliana will coordinate the break out groups.</p>	<p>Council Approval of document and to send document</p> <p>This year, Annual Report will be started in November/December with only Financial Statements left until March.</p>
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<p>3.4.3 Governance organizational meeting in June OR do it this morning?? Pres, Vice, Treas, committee chairs?</p> <p>3.4.4 Tea Cup Gathering; retired CMA Midwives and others Attendees: Front Row: Ron Botting (husband of Sandra Botting), Marie Wilkinson, Joy West-Eklund, Cherry McLaghan (laptop), Merl Moulton, Kathleen Miller-Jobson. Back row: left to right: Sheila Harvey, Diane Rach, Marylyn Waters, Sharon Prusky. Barb Scriver also attended virtually in the morning.</p>		<p>This will be done at a June Special Council Meeting.</p> <p>Group very appreciative of the celebration. Many brought remembrance items to adorn the CMA Boardroom shelves and walls!</p>
<p>4. Governance: Strategic Direction/<u>Discussion</u></p> <p>4.1 Standing Item: Equity, Diversity, Inclusion- CMA Learnings.</p> <p>4.2 Public Health Inspector's Discussion of Report and findings and implications for CMA; IPAC standards Recommendation is that CMA adopt the AB Health Standards for IPAC, including the Medical Device Reprocessing Standards.</p>	<p>Tabled</p> <p>Sharon was encouraged to send out a survey to all Practice Leads, to get a sense of who was using single use medical devices and who was doing autoclaving, then to impress upon those doing autoclaving to follow the AB Health Standards to the last detail.</p>	<p>Update next meeting</p>

<p>4.3 Registration Decision Appeal Review: date change again to June 2/22 on request of the appellant</p> <p>4.4 Executive Director/Registrar Report (FYI only, no decisions and only limited discussions in Council meeting)</p> <p>4.5 CMA Council and Committee Governance Training</p>	<p>Diane Rach and Sharon had a follow up meeting with the Public Health Inspectors and Diane has decided to challenge AB Health on their inconsistent standards wording for community providers and to push for extension and/or exclusion of the need for printers on all autoclaves in use.</p> <p>Sharon also received a communication from AB Health IPAC re: a need for CMA to incorporate IPAC standards in addition to what CMA already has in draft being circulated now to stakeholders.</p> <p>Table to next Council Meeting</p> <p>No report this time deferred</p> <p>Table until June or September</p>	
<p>5. Governance: CMA Committees, Directors</p> <p>5.1 Finance Committee:</p> <p>5.1.1 Recommendations from Finance Committee</p>	<p>See item # 3.1 Recommend to increase FTE for both Shireen and Juliana to full time, based on the budgets presented to Council today.</p>	<p>See above</p>
<p>5.2 Registration Committee:</p> <p>5.2.1 Recommendations coming from Registration Committee</p> <p>5.3 Competence Committee:</p> <p>5.3.1 Competence Committee Recommendations</p>	<p>See item # 3.2 Recommend to reduce Practice Permit fees to \$4000 for the 2023 registration year, based on the budget presented to Council today.</p> <p>See item 3.3.1 Recommend to complete a briefing note to send to AB Health regarding a change to wording in section 16 (e) and section 17 (f)of the Midwives</p>	<p>Tabled pending a formal external financial plan</p> <p>See above</p>

5.4 Complaints 5.4.1 HPA Report 5.4.2 HDA Report: 5.4.3 Complaints Recommendations	Profession Regulation from “for obstetrical purposes” to “incidental to the practice of midwifery” No recommendations at this time	
6. CMA Newsletter topics: 6.1 May/June Newsletter:		Staff will work on for end of June publishing
7. Date of Next Meeting:		Sharon will send out some date suggestions for June
8. Adjournment:	Time:	1200.