

CMA Council Meeting

Date: November 24, 2022 Timeframe: 0955-1607

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

This Council meeting was held by Microsoft TEAMS.

Attendees: Marianne King, RM (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 (Past President and Registration Committee), Dustin Schinbein (Public Member) left at 1400, Kayla Blinkhorn RM (Vice President and Competence Committee), Melanie Bekevich-Joos (Public Member), Joy Maxwell RM (Competence Committee) joined at 1430, Heather Martin (guest).

Regrets: Cathy Cornfield (Public Member)

Agenda Item	Discussion	Actions
1. Welcome and Introductions 1.1 Land Acknowledgement 1.2 Council Rules of Order (on screen)	Marianne: Welcomed Heather Martin as guest Introductions of All Council members and staff (see agenda item 3.5) Land Acknowledgement: www.whose.land - Dustin	Start: 0955
2. Record of Council Meetings: 2.1 Minutes of October 13/22 (attached) 2.3 Additions to today's agenda? 2.4 Approval of today's agenda	Seeking approval of the Council minutes 1) FYI Juliana and Shireen may come and go as Renewal is underway; staff are very busy 2) New contract with Collee Wetter, LLP for Bylaws work (item 4.2) 3) Annual Review - Registrar (Item 6.7)	Moved: Tiffany Second: David Approval: Chelsey

<p>2.5 Consent Agenda: - CMA IPAC Standards of Practice (SOP) (attached) This is the last outstanding item before the complete set of CMA Standards is approved by the Minister. There is no requirement for registrant approval, as these standards come from AB Health IPAC consultants.</p> <p>-Phase 2 Standards submission to AH for Bill 46: Diagnostic Testing, Virtual Care (attached)</p> <p>Continuing Competence (attached); Competence Committee recommends that CMA send these out for consultation as part of Bill 46.</p>	<p>Chelsey requested a history of these Standards. Sharon recounted that these were part of the original CMA main draft Standards, and after the consultation process, AB Health IPAC requested to work with CMA to produce a more detailed set of IPAC Standards. The result is a set of IPAC Standards that are almost identical to the AHS policies, and IPAC standards for all other health professions colleges. The only exceptions are those deleted areas where midwives are not involved (eg. Medical device reprocessing of endoscopy and dental equipment). Diane Rach (CMA consultant) and Sharon were able to negotiate two changes with AB Health IPAC: no midwifery requirement for autoclaves with attached printers if a log book could be used, and felt markers being CSA approved, when felt markers that meet the criteria set out will suffice.</p> <p>Sharon reported that the Diagnostic Testing and Virtual Care Standards were created after the main standards went out for consultation. These still need to go through an internal and external consultation process, but wanted Council to see them prior to that occurring.</p> <p>The Continuing Competence SOPs have been made in conjunction with other health colleges in alignment with Bill 46 legislation, with proclamation 18 months after December 31/22.</p>	<p>Approval: AB Health IPAC and AB Health Professions regulation approved the IPAC Standards presented today. CMA Council approval moved by Chelsey and seconded by Tiffany; pending the Complete SOPs going to Field Law for overview. Sharon will forward the entire document to Field Law. Council approved Diagnostic Testing and Virtual Care standards to go for Consultation.</p> <p>Council approved the Continuing Competence Standards go for consultation</p>
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<p>Second Birth Attendant (attached) proposed SOP Rewording to mandate all second attendants to have a basic set of resuscitation equipment</p> <p>3. Governance: Generative Items for Discussion and Decision by Council</p> <p>3.1 In Camera item moved to later in the agenda</p> <p>3.2 Guidance to the profession: Working Alone (attached) Discussion of draft so far:</p> <p>3.3 Financial Planning Project: Vanta Group: Dan Brassard, Sarah Allouche -new bank accounts with Vanta (Sarah) -progress on planning (Dan)</p> <p>BREAK 1215 UNTIL 1245-----</p> <p>3.4 Follow up steps related to the IPAC and CMA Standards of Practice (SOPs) -MDR: designates, certification costs UBC Continuing Professional development course is \$1000.; options for financial cost for MDR; creative solutions from/with AFRHP colleges for costs and</p>	<p>Council debated this one extensively, and reviewed the origin of the request to change the standard. This stemmed from a complaint where the second attendant was left with no equipment and needed it.</p> <p>Sharon reported that this Guidance document was started some time ago and other priorities took over between. AHS has recently requested a direction document on the subject. The document for Council introduction has been researched and content organized, and positive helpful feedback from Competence Committee so far.</p> <p>Requests to release GIC's from BMO gets shifted from one BMO person to another. Bank accounts are being set up with Vanta; once done, CMA can move as much money as possible there to gain increased interest while the financial planning is drafted and presented to Council.</p> <p>BREAK 1215 UNTIL 1245 -----</p> <p>Discussion on:</p> <ol style="list-style-type: none"> 1) Medical Device Reprocessing for MW Practices <ol style="list-style-type: none"> a) Practices pay for all associated costs b) AHS do all of the MDR, or bulk buy single use c) AHS helps MW Practices pay for MDR or single use 	<p>Reword and out to registrants for input first. Moved: Chelsey, second Kayla</p> <p>Work with AAM and AHS, keep CMA brand on a ? joint document for midwives</p> <p>Vanta presentation at January Council meeting. Shireen to send Sarah signing information from Council minutes BREAK 1215-1245</p> <p>CMA to survey RMs re: absolute basic needs for birth at home. Add this item to AFRHP agenda and</p>
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<p>certified operators and lack of research for the efficacy of printers over logbooks.</p> <p>-education and training for registrants</p>	<p>d) Apply for grants: major equipment purchases e) Discuss with other colleges at AFRHP f) MW Practices go to single use (environment) g) Consortiums to own and operate autoclaves, eg. dentist partnership h) Disposal options for single use instruments: leave with family, central collection site?</p> <p>2) Standards of Practice are very explicit, and AAM has developed a checklist to align with SOPs. Documentation by either log book or printer</p>	<p>Lack of research on printers for auto-claves Where does EMS get their equip? Get AHS/AAM involved Ongoing Communication</p>
<p>3.5 Vacant Registered Midwife position on Council -Edmonton area RMs polled and Heather Martin is interested. Heather is sitting in on today's meeting</p>	<p>Heather is prepared to start at the end of January as an RM Council member. Council vote needed today, with orientation to follow.</p>	<p>Move: Chelsey Second: David Sharon orientation</p>
<p>3.6 Election/Appointment of Treasurer</p>		<p>Postpone for new Bylaws discussion</p>
<p>3.7 Amended Midwives Profession Regulation -special meeting/email request for Council to review and approve as a formal step November 22, 2022</p>	<p>AB Health requested that CMA Council review and approve the new regulations after AH Health drafted them in preparation for Bill 46. Thank you for your attention to this matter and your replies over email.</p>	<p>Email vote done. Council approved</p>
<p>3.8 Annual Report: -Theme: Forging Ahead -Writers: Marianne, Tiffany, Sharon, Committee Chairs, Juliana, Theresa Barrett, complaints director -Topics? Financial Planning? IPAC, Strat plan?</p>	<p>Time period is for the 2022 year Deadline for submissions: January 26/23.</p>	<p>Juliana to send out last year's report Dustin to share his report from prior Sharon to share her article first with others</p>

<p>3.1 In Camera (standing Item) discussion: policy? Ground Rules? Sample documents from other colleges, recommendation from Field Law</p>	<p>Discussion and development of Guiding Principles Purpose: Can be called by anyone on Council including the registrar, at any time. a) Discussion of content where certain staff or council members would be excused. b) Other: Not open to observer registrants</p> <p>Process: a) For “In Camera” sessions, an initiation will be made about who would be excused. b) Discussion details would not be noted in the minutes, c) Registrar/ED would take minutes unless the topic is related to the registrar/ED, d) Minutes will include the motion to go in camera, the topic, the timeframe related to the “in camera” and the actions resulting from each motion carried out ‘in camera’.</p>	<p>In camera will be a standing agenda item on all Council agendas. The new Bylaws will have a section on “in Camera” to help guide Council. Governance policy may have ‘in camera’ as a section as well. Staff will access the AFRHP (Federation) Governance modules for this current Council.</p>
<p>4. Governance: Strategic Direction/<u>Discussion and/or Approval</u> 4.1 Standing Item: Equity, Diversity, Inclusion- CMA Learnings</p> <p>4.2 CMA Policy position/contract (see briefing note). Share the inverted pyramid of work for regulatory colleges. Executive Committee decision made to contract a Bylaws and Governance policy Drafter.</p>	<p>No new items from Council at this time. Equity sequencing continues for all documents drafted.</p> <p>Sharon gave an overview of the briefing note and how the opportunity to hire Colleen Wetter on a contract basis to do update work (including Bill 46) on the CMA Bylaws and the Governance policy came to be. It makes a lot of sense to look at Bylaws now and Colleen has both legal and regulatory experience with these.</p>	<p>Council can expect Colleen to present both the new draft bylaws and governance policy at the Jan 26/23 Council Meeting.</p>

<p>4.2.1 CMA Document work planning; desire for information to be in one spot as a resource. What goes where? Who will do the work? How to do the work? Rationale? Need for policies or guidance documents? SOPs (Standards of Practice)</p>	<p>Chelsey stated that she had questions about the process of CMA documents. Sharon reported that CMA has an excel spreadsheet that has been used for more than two years to track the progress of documents (a dashboard) through drafting and internal review to external review and publishing. She also stated that there has been and continues to be a staggering amount of work to do in this area, with six (6) pieces of legislation changed in the last 2.5 years. Sharon also explained that with the time consuming SOP work, she and Diane learned from AB Health that any statements that contained “must” “or “should” needed to be written as SOPs, and details related to the topic needed to be set down in Guidance documents. Policies will still be needed for CMA organizational and governance areas.</p>	<p>Planning Committee formed of Chelsey, David, Cathy and Marianne to ‘oversee’ the document development process. To meet initially with CMA staff on Dec 20/23.</p>
<p>4.3 Midwives’ ability to order ultrasound:</p>	<p>Sharon gave an update on the tracking process to date. CPSA had no definitive leads related to who decides if midwives can order U/S or not, and many paths point to Billing codes and who can get billing codes. The Chiropractors and Physios had similar issues in the recent past. Midwives continue to have difficulty ordering U/S that is within their scope and restricted activities.</p>	<p>CMA Investigation continues</p>
<p>4.4 CMA 3 Year Strategic Plan: -registrant responses -client consultations -council retreat event (Spring 2023) -Strat plan writing</p>	<p>Melanie and Sharon: Registrants were asked key questions from the AGM sessions at renewal and those data will be available after Renewal is completed. A planning session will occur to set out the framework for client</p>	

<p>4.5 AHS Staff shortages: only one OB in Lethbridge, nursing shortages in Cold Lake, White Court -recent CIHI, CRNA and Nursing association data show that COVID took a huge toll on nurses.</p> <p>4.6 Registration Decision Appeal Review:</p> <p>4.7 Royal Alexandria Hospital Interprofessional relations</p>	<p>consultations; these will hopefully take place in January and February, after specific groups are identified. CMA is hosting the next Meeting of AHS, AAM, MRU and CMA, and will have some questions for that group as well.</p> <p>Discussion: Joy reiterated how the Lethbridge area has so few OBs and this is made worse for midwives when they cannot order the u/s they need.</p> <p>A letter of follow up has been sent from the most recent reg review committee to staff regarding the policy and need for a survey to compare registration processes. Draft policy will initially go out to Council members most recently involved. The midwife who recently requested a review has now completed all of the requirements and the conditions have been removed.</p> <p>Discussion and Update: a new position has been advertised by AHS for an In-house Midwife Monday to Friday that may also help the situation.</p>	<p>Sharon to send draft review policy as soon as it is ready. Survey will be completed by Dec 31/22 as indicated.</p>
<p>4.8.1 RN/RM Interprofessional relations document for consultation at CRNA until Dec 14/22</p>	<p>Newsletter, invite to all Council members to contribute their perspectives</p>	<p>Kayla to send out word document Heather will share a google doc and invite all Council members to comment</p>

4.9 CMA Council and Committee Governance Training	AFRHP has modules available	CMA staff to send out directions for module completion by all Council Members
4.10 Report from the PCN Focus Group Interviews MAPS (attached)	For Information only	
5. Governance: CMA Standing Committees and Mandates 5.1 Registration Committee: 5.1.1 Report: (attached) need for two more committee members, New Registrant/Mentor arrangement in Fort Mac, Supervised Midwife in Fort Mac	Juliana gave an overview of the Registration Report	
5.2 Finance Committee: 5.2.1 Report: see above 5.3 Competence Committee: 5.3.1 Report: see U/S item above, Joy Maxwell has joined this committee; Practice Visit Review Policy 5.4 Complaints 5.4.1 HPA Report (shared with Theresa Barrett) 5.4.2 HDA Report: (Sharon)	Update given by Kayla and Sharon HPA: 18 cases so far in HPA history; Sharon has 2 due to COI, 3 are at initial phase, 1 is at inquiry, 4 are at investigation, 5 are up for a Hearing decision or other arrangements, 1 has an undertaking, and 3 have been dealt with or dismissed. HDA: 3 hearings are planned (one day each) for Dec 12, 13, 14; 1 more has an undertaking, and 2 HPAs are	Practice Visit Review Policy ongoing progress

	Virtual care and Diagnostic tests for registrant feedback, Invite for input on CRNA and CMA document of RMs and RNs working together, Field Law news re: legislative overrule change to disallow colleges from recouping some of the discipline and hearing costs from investigated registrants with hearing findings, working alone guidance doc.	
6.7 Annual Review - Registrar		Tiffany, Marianne and Sharon will initiate
7. Date of Next Meeting: Council ?document meetings? In between; first one Dec 20/22	January 26/23 0945-1600 March 30/23 May 25/23 September 7/23 November 9/23	
8. Adjournment:	Time: 1607	