

SALPN COUNCIL MEETING MINUTES
FEB 24/25, 2016
SALPN BOARDROOM

Attendees: Kari Pruden (chair), Janice Wagner, Andrea McConnell, Gwen Coburn, Tina Sentes, Harrison Elema, Don Robinson, Robert Hryniuk, Kathy Bradford, Lynsay Nair

Regrets: Karen Disiewich

DAY ONE

1. Meeting called to order at 0900h
2. Approval of agenda **M/S Sentes/Bradford** as amended. **CARRIED**
3. Declarations – none
4. **Recording of E-votes**

That Tina Sentes be appointed chair of the Awards & Recognition committee".
Motion made by Kari Pruden, seconded by Andrea McConnell. Approved by Council Jan 11, 2016.

Naming of Individuals to Awards and Recognition Committee:

Brenda Tallon -Zone 2

Jackie Dovell -Zone 3

Nicole Cook - Zone 4

Kim Gaetz -Zone 5

Approved by council January 12/2016

Approval of December council minutes. Approved January 15th, 2016.

5. **Reports:**
 - a. Awards & Recognition committee
 - i. The committee was looking for direction from Council on the Leadership award. Discussion held.
 - ii. Leadership award winners from 2015 will be asked to present update on their project at the 2016 Conference
 - b. Executive Director/Operational report
 - i. Reviewed timelines against strategic plan; most areas remain on track or have been completed
 - c. Finance report – not available
6. **M/S Pruden/Robinson** to move in-camera to discuss ED compensation. **CARRIED**
 - a. **M/S Pruden/Robinson** to move out of in-camera. **CARRIED**

7. **M/S SENTES/HRYNIUK** to accept SALPN communication items (as circulated). **CARRIED**

OLD BUSINESS: UPDATES

8. Updates:

- a. Meeting with Minister of Health is scheduled for Feb 29
- b. Regulators- teleconference with CCPNR scheduled for Feb 26; EDs of Alta, Sask, Man to discuss implications of amalgamating of regulatory agencies
- c. 2016 Conference/AGM – details provided by Helen Bourget, practice consultant. Speakers confirmed. Venue confirmed. Agenda nearing completion. Council has requested time to have a Q&A session with members at end of Day 1.
- d. Competency Profile
 - i. Focus groups have been held with educators and have begun with LPN members
 - ii. Session has been booked to meet with employer representatives in March
 - iii. Good feedback has been obtained that will be reviewed/incorporated into draft SALPN Competency Profile.
- e. Continuing Education Program
 - i. Proposed changes reviewed
 - ii. Reviewed document from ASI regarding their assessment of SALPN program with ASI's suggestions
 - iii. Council has directed staff to incorporate a system for a carry-over of hours
 - iv. An online record will need to exist
 - v. Further discussion will be held tomorrow
- f. SRNA Education Training Directive- no update
- g. Discipline committee
 - i. Discussion regarding length of time necessary for 'collection of evidence'
 - ii. Discussion regarding 'mutual disclosure'
 - iii. Joel Gritzfeld to provide report back to Council at next meeting
- h. PN Program approval- Sask Polytechnic has provided initial feedback. Group will meet again in the spring (likely May).

9. CLEAR webinar – Board Member Training Series, Session One.

NEW BUSINESS

10. **M/S Coburn/Wagner** that SALPN Council sponsor three LPN Honorary awards (Clubb, Rasmussen, Aldridge) to be presented at the Awards Banquet 2016. **CARRIED**
11. **M/S Bradford/Wagner** to approve policy 2.1.04 with noted changes. **CARRIED**
12. **M/S Sentes/Robinson** to approve policy 2:1:04 and supplemental document regarding Criminal Record Checks. **CARRIED**

13. Council Elections update – all zones that require election for 2016 have at least one-member running.
14. Discipline Committee **REPORT**
 - a. One hearing since December meeting
 - b. Process of hearing reviewed
 - c. Robinson (chair) thanked the Council for providing the fall orientation and thanked the office staff for the procedure manual.
15. Leadercast- simulcast in Regina May 6. SALPN has tickets for Council members wishing to attend.
Health Quality Council will be holding their Quality Summit in Saskatoon, Oct 17 &18, 2016.
16. **M/S HRYNIUK/COBURN** to award up to two \$500 cash awards for the 2016 Leadership Challenge.
17. LPN Awards
 - a. Discussion held on the number and types of awards currently presented at Awards banquet yearly
 - b. **M/S WAGNER/COBURN** that the Awards & Recognition committee explore new options for awards/categories. **CARRIED.**

DAY TWO

18. Attendance of Council members at external conferences
 - a. Review of history of budget for events
 - b. Discussion regarding all Council members to attend CLPNA Conference and meet with CLPNA Council
 - c. **M/S PRUDEN/MCCONNELL** to seek out a meeting between the SALPN Council and the CLPNA Council at the CLPNA conference. **CARRIED.**
19. Ad-Hoc Liaison/Chapter review committee report
 - a. Currently 3 chapters and approx. 40 Liaisons currently
 - b. Discussion on continued need for Liaisons now that mass emails to members are part of normal business
 - c. **M/S HRYNIUK/SENTE**s to discontinue the Liaison program. **CARRIED.**
 - d. Committee recommendation to continue with SALPN Chapters. Committee requires further time to develop a more supportive program. **M/S WAGNER/MCCONNELL** that the Ad_Hoc committee continue with the SALPN Chapter review and provide Council with a recommendation on the restructuring of the Chapter program. **CARRIED**
20. Admin Bylaws: Council Sponsored AGM Resolution
 - a. Remove reference to “mentoring of new members” as was not in original motion.
21. Regulatory Bylaws: Council Sponsored: Mandatory Competency
 - a. Discussion re IV therapy as a mandatory competency for all members

- b. Not able to include administration of blood/blood products in mandatory competency as this is not part of the IV initiation course across the country

M/S BRADFORD/COBURN that the Council will sponsor a resolution reading: Be it resolved that *The SALPN Regulatory Bylaws*, as published in Part I of *The Saskatchewan Gazette* on August 16, 2013 and amended by the amendments published in Part I of *The Saskatchewan Gazette* on January 15, 2016, be amended by adding the following clause after 10(1)(d):

“(d.1) as of December 1, 2018, complete or challenge an IV initiation/therapy program or basic program equivalent”

c. **CARRIED**

22. Regulatory Bylaws: Council Sponsored: CEP Program

- a. Discussion held regarding number of hour to be allowed for ‘carry-over’

- b. **M/S HRYNIUK/COBURN** that CEP to include carry over of 8 hours into the next year-

- i. 5 votes in favor, 4 votes against. **CARRIED**

23. Regulatory Bylaws: Council Sponsored: GLPN-English Lang.

M/S ROBINSON/WAGNER to approve sponsoring a resolution reading: Be it resolved that subsection 5(1) of *The SALPN Regulatory Bylaws*, as published in Part I of *The Saskatchewan Gazette* on August 16, 2013 and amended by the amendments published in Part I of *The Saskatchewan Gazette* on January 15, 2016, be repealed and replaced with the following:

“5(1) To qualify for admission to membership and initial licensure as a graduate licensed practical nurse, a person must:

- (a) comply with the requirement set out in clauses 19(1)(a), (b) and (c) of the Act;
- (b) submit a satisfactory criminal record check that includes a vulnerable sector query;
- (c) meet the English language requirement set by the council”.

CARRIED

24. Regulatory Bylaws: Council Sponsored: Register Content

- a. Discussion held regarding our obligation to our members as well as to the public

M/S HRYNIUK/MCCONNELL to approve a resolution reading: Be it resolved that *The SALPN Regulatory Bylaws*, as published in Part I of *The Saskatchewan Gazette* on August 16, 2013 and amended by the amendments published in Part I of *The Saskatchewan Gazette* on January 15, 2016, be amended by adding the following heading and section after section 24:

“THE REGISTER”

“24.1 The Registrar may maintain the register required to be kept pursuant to subsection 18(1) of the Act in an electronic form and shall, in addition to the information required to be included in accordance with that subsection, include the following information with respect to each member:

- (a) date of initial registration;
- (b) current licensure status;
- (c) any specialized area of practice in which a member is registered;
- (d) any limitations or restrictions on the member's practice for the period of time during which the limitation or restriction is effective;
- (e) if a formal complaint has been referred to the Discipline Committee, a notation that a discipline hearing is pending;
- (f) if the member participated in a consent resolution process, a notation indicating the nature of the discipline offence resolved; and
- (g) if the Discipline Committee has made a finding of guilt after a discipline hearing, a notation indicating the nature of the discipline offence found to have been committed by the member". **CARRIED.**

25. Regulatory Bylaws: Council Sponsored: Amend Def'n
M/S ROBINSON/SENTES *approve a resolution reading:* Be it resolved that The SALPN Regulatory Bylaws, as published in Part I of The Saskatchewan Gazette on August 16, 2013 and amended by the amendments published in Part I of The Saskatchewan Gazette on January 15, 2016, be amended by adding "of the Legislature" after "Act" in clause 2(d.1).

26. Collaborative Decision Making Framework

- a. No meetings of the collaborative table have been held since last Council meeting
- b. Council continues to support the "Staff Mix Decision-making Framework for Quality Nursing Care", 2012

27. **M/HRYNIUK** to adjourn at 1500h. **CARRIED**



President; SALPN



Executive Director: SALPN