

STATEMENT of POLICY and PROCEDURE			
Chapter:	Governance	Policy #.	1.4.07
Section:	SALPN Council	Issued:	December 6, 2013
Subject:	In Camera Sessions	Effective:	December 2013
Issue to:	All Manual Holders	Page:	1 of 1
		Reaffirmed	March 7, 2017
Issued by:	The Saskatchewan Association of Licensed Practical Nurses		

1. POLICY

- 1.1 An *in camera* meeting is one that is restricted to either only the Council or only the Council and the Executive Director.
- 1.2 SALPN Council conducts its business openly and transparently. Concerns and issues are raised, debated and resolved in a mutually respectful and inclusive manner. Council always endeavors to address concerns and issues within the confines of a Council meeting. *In camera* sessions are used only to discuss matters that must be kept confidential for legal reasons. Ultimate decisions must be made in a regular Council meeting.

2. PROCEDURE

- 2.1 *In camera* sessions:
- a. Can only be called by a motion passed by a two thirds vote of Council
- 2.2 The following items shall be considered *in camera*:
- a. Personnel matters pertaining to the Executive Director
 - b. Negotiations regarding the contract of the Executive Director
 - c. Discussions of legal proceedings or legal advice
 - d. Any items which require the protection of individual privacy.
- 2.3 The Executive Director is involved in all *in camera* sessions that involve employees of the SALPN. The Executive Director may be involved in all other *in camera* sessions at the discretion of Council.
- 2.4 Council members respect the need for confidentiality and do not disclose the details of the *in camera* discussion.