

Council Present – Kari Pruden, Janice Wagner, Tina Sentes, Andrea McConnell, Karen Disiewich, Gwen Coburn, Harrison Elema, Don Robinson, Kathy Bradford, Bob Hryniuk, Executive Director; Lynsay Nair

Present - Staff - Tina Kleisinger

1. **Call to Order** – 1:00 p.m.

M/S Robinson/Sentes that the meeting be called to order.

2. **Approval of Agenda**

Kari Pruden has asked that the following items be added to the agenda:

- Constructive Services Letter
- Appeal to Council
- SALPN Standards of Practice
- Discipline committee report -Verbal report from Don Robinson
- Letter from Ministry of Health
- Council Email Address

M/S Bradford/Disiewich that the agenda be approved with the additions.

Carried

3. **Approval of Minutes**

M/S Robinson/Hryniuk that the previous minutes be approved as circulated.

- E-Vote (March 17, 2016)
- Approval CEP Bylaw
- Approval of Audited Financial Statements (2015)
- Attendance of Awards and Recognition Committee- AGM

Carried

4. **Reports:**

Awards & Recognition Committee Report

- Full committee will not be in attendance at AGM due to personal reasons
 - Teleconference with committee - great discussion
- Discussion – Consideration of other criteria
 - The committee to review the criteria of applications for awards recognition. Date deadline revision to bring forth quality recipients
- Tina appreciates guidance & feedback to improve process for next year.

Adhoc Chapter Review Committee

- Discussed philosophy behind
- Continue to utilize existing version
 - Basic Framework – Education & Awareness for LPN's
 - Member at large – Liaison to work between chapters and council
 - Discussion on Chapters – re: financial responsibility
 - Suggestion to have chapters to submit a report yearly
 - Not to speak for SALPN – SALPN to have 1 voice
 - Direction to come from expert staff at SALPN
 - Active – 200 educational grant – incorporate member at large
- Suggested changes
 - Bank accounts; non profit
 - Increase in Funding – previous \$40, increase to \$50
 - Start-up funding for Chapters
 - (application process 100 to 500 start-up grant)
 - Review the program used by superannuated teachers group
- Observation
 - Mandates within chapters are different than the organizational mandate
- Hold Chapters Presentation to membership at AGM. Lynsay to present document via website link after notification sent to membership with new process information.

FINANCE

Revenues:

- AGM Revenue – 63,000.00
- Anticipated revenues to meet for current year
 - Comparable to last year
 - Fixed assets- depreciating
 - Deferred revenue – (402 people in PPP)

Expenditures:

- Salary – slightly under budget on salary
- Professional; council – slightly under budget as compared to previous year
- Discipline – 25,190 – adjust as required
- CCPNR - Fees Paid
- Public member relations:
 - Bill boards, video, public relations ad (engagement video)
- Insurance – Paid
- AGM Food Expense – \$74,000 (council, staff, membership, vendors)
 - Reduction of cost - elimination of food at breaks
 - Lynsay to allocate in budgets as appropriate
 - Required changes for next year to help recover revenue – i.e. vendor costs
- **M/S Sentes/Coburn** that Finance Report be approved as presented.

Carried

5. Action Items: Old Business Updates

I. Leadercast Attendance

May 6, 2016 – 7 maybe, 1 spare

II. CLPNA/SALPN Board to Board Update

Lynsay going to Edmonton to meet with other ED's – Council to be advised

III. Competency Profile Update

- 75 participants in Regina, 100 Saskatoon, 50 in PA
- Lots of positive engagement and feedback
- 2 days with employers – not as receptive as LPNS
- Current Stage – more information required
 - SaskPoly - discussions to be held on areas within program
 - Expected completion of draft – (end of summer)

IV. Decision Making Framework Update

- Executive Director – letter sent to Ministry of Health
 - Signed Amendment from MOH returned to MOH. SALPN to keep and manage funds on behalf of three regulatory bodies.
 - SALPN's own role clarity work now must be completed
 - Expressed commitment to establish positive relationships
 - Discussion to be had following the "Special Meeting" of the SRNA

V. Disclosure of Evidence

Joel to look up information for Don's request – Deferred to next meeting

6. New Business/Decision Making

i. Signing Authority

Executive Director requests that both SALPN Office Administrators; Tina Kleisinger & Jolie Mukendi be granted signing authority.

M/S McConnell /Disiewich that Signing Authority be granted as requested.

Carried

ii. Policy/Discussion 1:4:14

- Reduction of funds from \$,2500 to \$1,500
- Amount determined each budget year
- Recommendation of wording to "Not exceed "determined amount"

M/S Sentes/Coburn that Policy 1:4:14 be updated as noted.

Carried

7. ADDITIONS TO AGENDA FOR DISCUSSION

1. Appeal of Registrars' Decision – Initial licensure

Received two days before council – to be reviewed at next Council meeting

2. Council Emails

Council being granted SALPN emails. Lynsay has arranged ETA May 1, 2016

3. Constructive Services Letter

Constructive Services Letter provided by auditor yearly to improve financial accountability not provided to Executive Director or Council in past years from previous Office Manager. Executive Director to prepare a response to audit and share with council.

4. Discipline Report:

Verbal report provided by committee chair, Don Robinson

5. Standards of SALPN Practice – RE: Placebo

- Recommend to include in Standards of Practice

Letter from Tracey Smith Assistant Deputy Minister of Health

- Collaboration of Nursing Bodies
 - Update requested indicating progress with recommendation to wait until after meeting on April 29, 2016
 - Recommendation to continue meeting to clear up misconceptions
- Kari to issue letter requesting possible meeting dates with other Nursing Bodies

Adjournment of Meeting

M/ Hryniuk

Carried

Signed,



May 30, 2016

Kari Pruden; SALPN President

Date



May 30, 2016

Lynsay Nair; SALPN Executive Director

Date