

**SASKATCHEWAN ASSOCIATION OF  
LICENSED PRACTICAL NURSES**

**Council Meeting:  
September 26 & 27, 2017**

Attendees: Janice Wagner, Tina Sentes, Kathy Bradford, Andrea McConnell, Heather Griffith, Don Robinson, Robert Hryniuk, Kim Chinski, Denise Kominetsky, Linda Ewen, Lynsay Nair.  
Staff: Tina Kleisinger

Call Meeting to Order

9:00 a.m. meeting to order

Approval of the Agenda  
/Additions to the Agenda

Additions to the Agenda:  
Program Approval Cost  
Awards Selection Sub Committee  
Councillor Sentes; SIHL Coaching update  
Board Papers Update

Motion to approve amended  
September agenda with  
additions.  
Griffith/Sentes  
CARRI ED

Declarations

Sentes/Ewen – Declarations declared and  
dismissed

Approval of June 2017 Minutes of  
Council

Motion to approve the June  
2017 Council minutes.  
Griffith/Sentes  
CARRI ED

CDMF E-Vote

Confirmation of Adoption

President's Report

President Wagner briefs Council on her recent Board Governance Training at CLEAR and discusses ideas/new concepts to further advance the effectiveness of SALPN's organizational governance:

- Roundtables/established meeting evaluations;
- Board self-evaluation;
- Recognized Governance Boundaries  
→ sole area of focus;
- Board (Decision-maker),
- Staff (Implement direction);
- Board to remain focused on governance.

President/Executive Director to collectively develop a Council Conflict of Interest Document for annual compliance.

President to establish an online Meeting Evaluation for regular distribution.

SIHL Update

President/ED make decision not to offer uptake for SIHL. Inadequate timeline notification prohibits the offering of a competitive process for applicants or members.

Councillor Sentes shares of her decision to be part of the SIHL coaching team.

**SALPN COUNCIL MINUTES – September 26 & 27, 2017**

<p><b>President Elect's Report</b></p>	<p>President Elect Kominetsky informs Council of the valuable knowledge gained at CLEAR and leads Council discussion in the areas of:</p> <ul style="list-style-type: none"> <li>• Mental Health Statistics</li> <li>• Fitness to Practice → Mental Health/Addictions</li> </ul>	
<p><b>C &amp; I/Discipline Report</b></p>	<p>Discipline Committee Chairperson, Councillor Robinson provides Council an update regarding several matters:</p> <ul style="list-style-type: none"> <li>• 4 hearings; Agreed Statement of Facts</li> <li>• Committee turnout; supportive</li> <li>• Committee Onboarding → expectations</li> <li>• Legal advice regarding website postings</li> <li>• Expediting of discipline process</li> <li>• Transition to new committee chair</li> <li>• APEGS Investigative Workshop</li> <li>• Committee Membership &amp; Roles</li> </ul>	<p>ED to consult with legal representation: → Discipline Chairperson → Discipline decisions Postings</p> <p>ED to investigate discipline process delay.</p> <p>ED to communicate to membership related costs.</p> <p>ED to consider improving efficiency of committee: → rotating implementation → related onboarding</p>
<p><b>Reporting and Measures</b></p>	<p>The Executive Director briefs Council on the organizational Reporting &amp; Measures and highlights other organizational matters:</p> <ul style="list-style-type: none"> <li>• Quarterly Financial Reporting</li> <li>• Budget Variance Reporting</li> <li>• Operating Report</li> <li>• Registration/Licensure Statistics</li> <li>• Balance Sheet Reporting</li> <li>• Statement of Revenue &amp; Expense</li> <li>• Employee Sick Time Usage</li> <li>• New database Upgrade Project</li> <li>• Jurisprudence Initiative</li> <li>• Financial Reporting → expenses decreased</li> <li>• Cost per member to operate; value in educating membership</li> <li>• Leadership 360</li> </ul>	<p>President Elect be provided most recent Revenue &amp; Expenses.</p>
<p><b>Reviewed Organizational Pay Bands</b></p>	<p>The Executive Director presents to Council the created organizational pay bands, outlining the researching of related data. As well, the new functional research establishing future compensation to be established on the foundation of competency &amp; responsibility.</p>	

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<p><b>Program Approval Policy/ Committee Formation</b></p>	<p>The Executive Director engages Council in the discussion to the related policy and the consideration of a formalized committee.</p>	<p>Motion to approve the policies and procedures related to the Program Approval. Robinson/McConnell CARRIED</p> <p>Motion to strike a committee for the Basic Program Approval as presented. McConnell/Bradford CARRIED</p>
<p><b>Program Approval Cost</b></p>	<p>The Executive Director engages Council in conversation as to the costs associated to the program.</p>	<p>ED to investigate cost of Program Approval with SRNA.</p>
<p><b>Learning For Leaders</b></p>	<p>Council engages in valuable learning as part of a video series.</p>	
<p><b>Approval of Policies</b></p>	<p>The Executive Director presents regulatory policies for review as part of the Document Review Cycle.</p>	<p>Motion to accept policies 2.1.03 and 2.11.01 as presented by the Executive Director Griffith/Ewen CARRIED</p>
<p><b>CEP Member Resolution</b></p>	<p>The Executive Director requests the discussion be deferred and shares with Council some internal processes to ensure members are been adequately advised and represented fairly in their learning.</p>	<p>Motion to table CEP member resolution.  McConnell/Hryniuk CARRIED</p>
<p><b>CDMF Roll Out</b></p>	<p>The Executive Director brief members that the RPNAS has passed the CDMF. Therefore, announcing all 3 regulatory bodies have approved the framework. The table engages in conversation as to the roll out of the CDMF.</p>	<p>Motion to issue and present a joint statement in regard to the CDMF to the general public and membership Sentes/McConnell CARRIED</p> <p>ED to communicate to membership → Designation remains unchanged. Work to scope of practice.</p>
<p><b>2018 Tentative Budget</b></p>	<p>The Executive Director presents to Council a tentative budget for consideration and outlines the expected revenue for the coming year. The table also engages in conversation related to event and Council expenditures. Conversation generates valuable discussion and recommendations for cost saving solutions.</p>	<p>Motion to eliminate the Awards &amp; Banquet from the AGM &amp; Conference. McConnell/Gaetz CARRIED</p> <p>ED to communicate Council's decision regarding the Awards &amp; Banquet to the membership.</p>

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<p><b>2018 Tentative Budget (Continued)</b></p>	<p>The Executive Director presents to Council a tentative budget for consideration and outlines the expected revenue for the coming year. The table also engages in conversation related to event and Council expenditures. Conversation generates valuable discussion and recommendations for cost saving solutions.</p>	<p><b>Motion to modify Council meetings from 2 days to 1 day commencing January 1, 2018</b> Robinson/McConnell <b>Motion FALLEN</b></p> <p><b>Motion to try 1 ½ day meeting</b> Hryniuk/Kominetsky <b>Motion FALLEN</b></p> <p><b>Motion to decrease per diems to 200.00 /per day, including Professional Development/AGM/all education encompassing.</b> Kominetsky/McConnell <b>Motion FALLEN</b></p> <p><b>Motion to exclude per diems for all events, excluding AGM Conference &amp; Council Meetings commencing January 2, 2018.</b> McConnell/Robinson <b>Motion CARRIED</b></p> <p><b>Motion to RESCIND</b> Ewen/Chinski <b>RESCINDED MOTION CARRIED</b></p> <p><b>Motion to exclude per diems for the SALPN Professional Development Day commencing January 2, 2018.</b> Ewen/Sentes <b>CARRIED</b></p> <p><b>Motion to allow per diems in the individual' professional development fund.</b> Hryniuk/Gaetz <b>Motion CARRIED</b></p> <p><b>ED to explore distribution requirements of Annual Report.</b></p>
<p><b>Board Papers</b></p>	<p><b>Agreed decision to discontinue use of application – identified value does not align with associated cost.</b></p>	
<p><b>Future of Regulation</b></p>	<p>The Executive Director shares with Council some trends taken from CLEAR and leads Council in discussion regarding the future of self regulation.</p>	<p><b>ED to contact Ministry of Health →Governance structure</b></p>

	Roundtable discussion	Motion to adjourn meeting at 1:45 p.m. Hryniuk/Sentes CARRI ED
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Signed,

  
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Janice Wagner; SALPN President

  
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Lynsay Nair; SALPN Executive Director

