



## COUNCIL MEETING

DATE: June 15<sup>th</sup> (0900 – 1530)

June 16<sup>th</sup> (0900 – 1200)

VIA – Face to Face and Zoom

### MINUTES

**Council Members Present in person June 15, 2023:** K Kooiker, A Cesar, L Osinchuk, L Stebbins,

**Council Members Present in person June 16, 2023:** K Kooiker, A Cesar, T Smith, L Osinchuk, L Stebbins

**Council Members Present via zoom: June 15;** J Peace, T Smith, D Haastrup – **June 16;** J Peace, D Haastrup

**Staff Present June 15 & 16, 2023:** J Weis, C Waggott, L Schneider, T Richter, J Birenbaum, M Malenfant

**Staff Presentations: June 16<sup>th</sup>:** M Therrien

**Regrets:** C Kilkenny, A Mardon, C Sekura

Agenda item #	Agenda Topic	Council Discussion Decision/Motion	Approved
1.	Call to Order @0904hrs		
<i>As an act of reconciliation and gratitude, the CLPNA would like to acknowledge the traditional territories where we work and learn. The CLPNA regulates the practice of practical nursing on Treaty 6,7, and 8 territories. We respect the histories, languages, and cultures of First Nations, Metis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our community and whose ancestors have taken care of the land for centuries.</i>			
2.	Declaration of Conflict of Interest	No declarations of conflicts of interest were presented	
3.	Adoption of Agenda	<i>Motion: to adopt the agenda for the June 15<sup>th</sup> and 16<sup>th</sup>, 2023 meeting</i>	<i>J Peace/ L Stebbins Carried</i>
4.	Approval of the minutes <ul style="list-style-type: none"> <li>March 16 &amp; 17, 2023</li> <li>May 15, 2023</li> <li>May 23, 2023</li> </ul>	<i>Motion: to approve the minutes from March 16 &amp; 17, May 15 and May 23 2023 as attached and distributed.</i>	<i>T Smith/ L Osinchuk Carried</i>
5.	CLPNA Office Protocols <ul style="list-style-type: none"> <li>T Richter presented the PowerPoint for Office protocols (attached) and provided the Council members a tour of the office.</li> </ul>		
6.	Required Approvals Agenda		
6.1.	Application Fees – Labour mobility	<i>Motion: to approve the required approvals agenda see below; Briefing notes distributed, and the following resolutions attached:</i> <ul style="list-style-type: none"> <li><b>Agenda 6.1 - Council Resolution 2023-20 Application Fees</b></li> <li><b>Agenda 6.2 – Council Resolution 2023-21 Interim Suspension Appt</b></li> <li><b>Agenda 6.3 - Council Resolution 2023-22 HCA committee and attached ToR</b></li> <li><b>Agenda 6.4 - Council Resolution 2023-23 Notice of Intent ABES PN program</b></li> <li><b>Agenda 6.5 - Council Resolution</b></li> </ul>	<i>L Stebbins/ D Haastrup Carried</i>
6.2.	Designate Interim Suspension Appointment		
6.3.	HCA Advisory Committee Terms of Reference		
6.4.	Notice of Intent ABES – PN Diploma Program		
6.5.	Notice of Intent – NorQuest – Practical Nurse Refresher Program		
6.6.	Notice of Intent – BVC – Advanced Practice Perioperative Program		
6.7.	Notice of Intent – BVC – PN Diploma Program for Internationally Educated Nurses		



6.8.	Alberta Foot Care Academy - Approval status	<b>2023-24 Notice of Intent NorQuest Refresher</b> <ul style="list-style-type: none"><li>• <b>Agenda 6.6 - Council Resolution 2023-25 Notice of Intent BVC Perioperative</b></li><li>• <b>Agenda 6.7 - Council Resolution 2023-26 Notice of Intent BVC IEN program</b></li><li>• <b>Agenda 6.8 - Council Resolution 2023-27 Approval extension AB Foot Care Academy</b></li><li>• <b>Agenda 6.9 – Council Resolution 2023-28 Education Program Fee change</b></li><li>• <b>Agenda 6.10 – Council Resolution 2023-29 Consultant Engagement</b></li><li>• <b>Agenda 6.11 – Council Resolution 2023-30 CLPNA Rebrand Acronym Change</b></li></ul>	
6.9.	Education Program Fee Schedule		
6.10.	Consultant Engagement – Global Affairs		
6.11.	CLPNA Rebrand – Acronym Change		
7.	<b>Governance Process Decisions</b>		
7.1.	Vice President Election	<b>Motion: to appoint A Cesar for a 2<sup>nd</sup> – two-year term as the Vice President of the CLPNA from September 1, 2023 to August 31, 2025.</b>  <b>Council Resolution 2023-31 Vice President appointment</b>	<b>L Osinchuk/ D Haastrup Carried</b>
7.2.	<b>Council Committee Appointments</b>		
7.2.1.	Council Registration Review Committee	<b>Motion: to appoint Public member representative L Osinchuk and Council member representative D Haastrup to the Council Registration Review Committee for a 1-year term from September 1, 2023 to August 31, 2024</b>  <b>Council Resolution 2023-32 Council Registration Review Committee</b>	<b>A Cesar/ J Peace Carried</b>
7.2.2.	Council Appeals Committee	<b>Motion: to appoint LPN Representative A Cesar; and Public member representative L Stebbins and C Sekura to the Council Appeals Committee for a 1-year term from September 1, 2023 to August 31, 2024</b>  <b>Council Resolution 2023-33 Council Appeals Committee</b>	<b>D Haastrup/ L Osinchuk Carried</b>
7.2.3.	Council Appointment Committee	<b>Motion: to appoint LPN Representative J Peace; and Public member representative L Stebbins to the Council Appointment Committee for a 1-year term from September 1, 2023 to August 31, 2024</b>  <b>Council Resolution</b>	<b>D Haastrup/L Osinchuk Carried</b>



		2023-34 Council Appointment Committee	
7.2.4.	Council CEO Compensation and Recruitment Committee	<i>Motion: to appoint Public member L Osinchuk to the Council CEO Compensation and Recruitment Committee for a 1-year term from September 1, 2023 to August 31, 2024</i>  <i>Council Resolution</i> <i>2023-35 Council CEO and Recruitment Committee</i>	<i>J Peace/ L Stebbins Carried</i>
8.	Governance Process Decisions (Policy Committee content Review)		
8.1.	GP 5 – Council and Committee Expenses	<i>Motion: to accept the report and all suggested changes as presented by L Stebbins. The Policy Review Committee (PRC) to draft a final resolution to be circulated via email for approval. With the addition of the GP4.</i>  <i>GP 6 Code of Conduct – to be tabled until September Council meeting for Legal review</i>	<i>L Osinchuk/ D Haastруп Carried</i>
8.2.	GP 6 – Code of Conduct		
8.3.	GP 8 – Council Linkage with Ownership		
8.4.	GP 9 – Council Linkage with other Organizations		
8.5.	GP 10 – Council Planning Cycle and Age		<i>L Osinchuk/ A Cesar Carried</i>
8.6.	GP 11 – Governance Succession Planning		
9.	Executive Limitations Items for Decision (Policy Committee content Review)		
9.1.	EL – Executive Limitations	<i>See motion and approvals above under agenda #7</i>	
9.2.	EL 1 – Treatment of Staff		
9.3.	EL 5 – Treatment of Registrants and Public		
9.4.	EL 7 – Communication and Support to Council		
9.5.	EL 8 – Development of Standards and Policies Governing Practice of LPNs		
9.6.	EL 9 – Amendments to HPA, Regulations or Bylaws		
9.7.	EL 11 – Ethical Conduct		
10.	Monitoring CEO Performance		
10.1.	EL 3 – Financial Condition	<i>Council has assessed the monitoring reports and finds they provide evidence of compliance with a reasonable interpretation on the following monitoring reports: EL 3 - Financial Condition; EL 4 – Asset Protection.</i>	
10.2.	EL 4 – Asset Protection		
CLOSED SESSION - RECESS @1426hrs <i>A portion of the meeting was closed to the public as items were not related to Regulatory Governance and Council Administration as was made by order of Council. The minutes have reflected the Council decisions reached with the greatest level of transparency.</i>			