



**RPNAS Council Meeting
Minutes
March 3, 2023, 0830 – 1600
Microsoft Teams**

Present:

Cheryl Carlson, President
Yvonne Sawatzky, President-Elect
Leslie Gamble, Member-at-Large
Michelle Cleland, Member-at-Large
Kyla Shabatura, Member-at-Large
Penni Caron, Member-at-Large

Staff

Beverly Balaski, Executive Director/Registrar
Lacey Bennett, Deputy Registrar
Amanda Brewer, Registration Coordinator/Office Support

Regrets:

Russ Marchuk, Public Representative
Rory Griffith, Public Representative

1. Call to order

- Meeting called to order at 8:37am
- Quorum
- Land Acknowledgement

2. Approval of the Agenda

- Add Nominations update

Motion to approve Agenda with changes.

Moved: Michelle

Seconded: Penni

Carried

3. Assessment for Conflict of Interest

- No conflicts identified

4. Approval of Meeting Minutes – December 2, 2022

Motion to approve meeting minutes as presented.

Moved: Kyla

Seconded: Leslie

Carried

5. Finance Committee (9 – 1000)

- Committee update – Yvonne. Committee met Feb 28, 2022. Q4 finances and 2022 financial audit results reviewed
- Overview of Q4 finances and year end audit report provided – Bob
 - RPNAS has a 2022 budget surplus of approximately \$180,000. This is due to slightly higher membership numbers than projected, salary savings on maternity leave that was left vacant and ongoing virtual meetings versus in-person travel
- 2022 RPNAS Financial Audit findings:

- 2022 financial audit is a clean audit.
- One outstanding matter: the auditor believes the reporting of the CNPS fees revenue and expenses was not stated correctly in previous years. Auditor has restated fees from last year and changed reporting process for this year. Bob and Bev are in disagreement if this is correct way to report. Lindgard and Dreger have agreed to consult and external expert at their expense to review process.
- RPNAS finance committee recommends Council accept the 2022 Q4 financials and the RPNAS 2022 Financial Audit as presented

Motion: RPNAS Council accepts the 2022 Q4 financial statements as presented

Moved: Kyla

Seconded: Leslie

Carried

Motion: RPNAS Council accepts the 2022 Financial Audit subject to the outcome of an independent consultant review of the disclosure in financial statement related to the reporting of the CNPS revenue and Expenses.

Moved: Michelle

Seconded: Penni

Carried

6. Overview of CNAR Conference – Yvonne

- Yvonne provided highlights from the CNAR conference
- Found the education and networking very beneficial to the President-elect role

7. Public Relations Project

- Bev presented update on public relations campaign
- Reviewed and finalized content with Council
- Provided feedback to Yves for final edits
- Campaign to launch week of March 27, 2023 for 4 weeks
- Members to be notified via email March 9

8. Professional Conduct Committee Report – Bev

- Since December 2022 there has been 2 new complaints
- Committee met December 14, 2022
 - 3 members offered Alternate Dispute Resolution (ADR) agreements. Committee approved terms of agreements
 - 2 newly completed complaints reviewed
 - 1 complaint to be offered ADR
 - 1 complaint – no further action
- 5 active investigations

9. Discipline Committee Report

- 2 complaints currently referred to the Discipline Committee

10. Update – Stakeholder Meetings

- Bev provided an update on the various stakeholder meetings.
- Gave highlights from meeting with Minister Hindley and Minister Merriman

- Continue to advise of need for additional Psychiatric Nursing seats

11. RPNAS Council Policy Review and Approval

- Deferred – due to time limitations

12. Council Governance Matrix Monitoring

- Penni and Michelle presented suggested matrix
- Council provided feedback and some alterations were made
- Bev to send out meeting evaluation forms for Council to review

13. RPNCE – Statistics

- Lacey presented statistics via PowerPoint and verbal presentation
- Trend identified in dropping pass rates for 1st time writers
- Currently SK average is 77% pass rate versus national average of 90%
- Will meet with Sask Poly and North West College to discuss
- Will continue to monitor

14. Bill 81 – Update

- Regulations confirmed as of the end of December
- Retained within the Act that Bill 81 takes precedence over RPN Act

15. Bill 120 – Update

- Bill 120 – containing NIRO proposed changes has not yet been approved by government

16. Executive Director/Registrar Report

- Strategic Plan Update provided
- Organizational risk assessment
 - Bev to gather risk assessments from past to show at AGM the difference over time.
- Lacey provided update about the Career-long Learning Program audit and goal for the upcoming year

16.1 U of R and U of S Senate Appointments

Motion to appoint Lacey to the U of R Senate

Moved: Yvonne

Seconded: Penni

Carried

Motion to appoint Bev to U of S Senate

Moved: Kyla

Seconded: Yvonne

Carried

16.2 Nominations Update

- As of March 3, there are 5 nominations for 3 open Council positions.
- Association voting will be contacted to arrange for an election voting platform

17. In-Camera

- No in-camera discussion

18. Next Meeting – May 10, 2023

Council to meet in person

19. Annual Meeting - May 11, 2023

Council to meet in person - Annual Meeting to be held Virtually

20. Adjournment

Motion to adjourn: Yvonne

Meeting adjourned at 2:21pm