

COLLEGE OF LICENSED PRACTICAL NURSES  
Board Meeting  
March 22nd, 2010

Minutes

Held at  
260-3480 Gilmore Way  
Burnaby, BC,  
(Boardroom)

Meeting number #112

**BOARD MEMBERS PRESENT**

Ms. B. Crockett, Chair, LPN  
Ms. J. Chisholm, LPN  
Ms. V. Gerbrandt, LPN  
Dr. M. Lamoureux, Public Member  
Ms. K. Nduwayo, LPN  
Ms. M. Overton, LPN  
Mr. P. Ruscica, LPN  
Ms. M. Spina, Public Member  
Dr. S. Skratek, Public Member  
Ms. S. Trimblett, LPN  
Ms. J. Vereecken, LPN  
Mr. T. Wharton, Public Member

**STAFF PRESENT:**

Mr. J. Mayr, Executive Director  
Ms. S. Swartz, Recorder

**MINUTES**

**Call to Order at 10:00am**

**In Camera Session**

At 10:01am the Chair of the Board moved to hold an in-camera session. The purpose of which was to have legal counsel deliver the Risk Audit Report. Staff and one observer were asked to leave the room as instructions or opinions from legal counsel were to be received.

The Board returned to regular session 15:55.

**1.0 Agenda**

The members considered and agreed to amend the Draft Agenda:

Moving: Item 8.3 Finance Committee Report to 16:00

**Motion #1** – THAT the Draft Agenda be accepted as amended.

**CARRIED**

## **2.0 Finance Committee Report**

The Chair of the Finance Committee, P. Ruscica advised the Board that the Committee had previously met and considered the draft Audited Financial Statements for the year ended December 31, 2009 at its meeting of March 12, 2010. The members of the Finance Committee recommend approval of the auditor's report by the Board.

**Motion #2** – THAT the draft Audited Financial Statements for the year ended December 31, 2009 be accepted by the Board as presented.

**CARRIED**

## **3.0 Approval of the Draft Minutes**

The members considered the Draft Minutes of Meeting #111 of the Board held on January 14, 2010.

**Motion #3** – THAT the Minutes of the January 14, 2010 Meeting of the Board be accepted as presented.

**CARRIED**

## **4.0 Report from the Chair**

**4.1** The Chair advised the Board that a meeting with the Chief Nurse Executive had been arranged for the end of April.

## **5.0 Report from the Executive Director**

### **5.1 Internal Financial Report**

The Executive Director presented internal financial statements representing January and February 2010 to the Board for consideration. The Board agreed to file the statements.

## **6.0 Committee Reports**

### **6.1 Registration Committee**

The Chair of the Registration Committee, S. Trimblett, advised the Board that the committee had formally endorsed the Draft Professional Standards of Practice for Licensed Practical Nurses document at their meeting on February 16, 2010 and that the Committee recommends approval by the Board. There was a brief discussion regarding the document.

**Motion #4** – THAT the Registration Committee add a list of definitions and terms used, and a summary of how to move from an entry level LPN to a experienced practitioner to the document.

**CARRIED**

## **In Camera Session**

At 17:05 the Chair of the Board moved to hold an in-camera session. The purpose of which was further to the in-camera session earlier. Staff were asked to leave the room as instructions or opinions from legal counsel were to be received.

The Board returned to regular session at 17:07

### **6.2 Quality Assurance Committee**

The Chair of the Committee reported on the recent activities of the Quality Assurance Committee.

### **6.3 Inquiry Committee**

The members considered a written report from the inquiry committee.

## **7.0 New Business**

### **7.1 Board Elections**

The Registrar reported on the process for Board elections.

### **7.2 Requests to Waive Reinstatement Fees**

The members considered five letters from registrants requesting that reinstatement fees be waived. The Board considered these under Bylaw 55(2) which states:

“Despite subsection (1), the Board may reinstate a person without charging any fee where the person is able to demonstrate that he or she was unable to comply with section 53 for reasons of undue hardship.”

Registrant #1: The Board agreed that the registrant had met the test of undue hardship and agrees to waive the reinstatement portion of the fee. Written reasons for the decision are to be provided to the registrant.

**Motion #5** - THAT the Board waive the reinstatement portion of the renewal fee for registrant #1. Based on Bylaw section 55(2) registrant #1 met the test of undue hardship.

**CARRIED**

### Registrants #2

**Motion #6**- THAT the Board waive the reinstatement portion of the renewal fee for registrant #2.

**Defeated**

### Registrants #3

**Motion #7**- THAT the Board waive the reinstatement portion of the renewal fee for registrant #3.

**Defeated**

Registrants #4

**Motion #8-** THAT the Board waive the reinstatement portion of the renewal fee for registrant #4.

**Defeated**

Registrants #5

**Motion #9-** THAT the Board waive the reinstatement portion of the renewal fee for registrant #9.

**Defeated**

The Board instructed the registrar to provide reasons for the decisions of the Board to each of the registrants requesting consideration under section 55(2) of the Bylaws.

**Meeting adjourned at 17:40**

**APPROVED BY THE BOARD OF DIRECTORS – May 6th, 2010**

*Bernice Crockett, Chair*  
**BERNICE CROCKETT, CHAIR**