COLLEGE OF LICENSED PRACTICAL NURSES
Board Meeting
June 13, 2009

Minutes

Held at
Hilton Hotel – Burnaby, BC
(Lalique Room)

Meeting number #107

BOARD MEMBERS PRESENT:
Ms. B. Crockett, Chair, LPN
Ms. V Gerbrandt, LPN
Ms. G. Herrington, LPN
Ms. B. Lail, LPN
Dr. M. Lamoureux, Public Member
Ms. S. Skratek, Vice Chair, Public Member
Ms. M. Spina, Public Member
Mr. T. Teite, LPN
Ms. S. Trimblett, LPN
Mr. T. Wharton, Public Member

STAFF PRESENT:
Mr. J. Mayr, Executive Director
Ms. E. Baxter, Sr. Practice Consultant
Sascha Swartz, Recorder

REGRETS:
Ms. R. Dyck, LPN
Mr. P. Ruscica, LPN

MINUTES

Call to Order at 09:00

1.0 Oath of Office
The Executive Director administered the Oath of Office to the members in attendance. The members, having taken the Oath, signed a certificate representing their undertaking to adhere to tenants of the Oath.

2.0 Agenda
The members considered the draft agenda and agreed to amend the draft agenda by adding
item 9.5 – Dates for October Board Planning session
item 9.6 – Explanation of Mental Health Funding.

Motion #1 – THAT the agenda be accepted as amended.

CARRIED

3.0 Approval of the Draft Minutes from the April 30 meeting of the Board
The members considered the draft Minutes of meeting #105 of the Board held on April 30, 2009.

Motion #2 – THAT the Minutes of the April 30, 2009 meeting be approved:

CARRIED

4.0 Business Arising from the Minutes

4.1 International Education Program

A report was given on the recent visit by a Board member to Jamaica to review the Practical Nursing Program that is currently underway there.

Action: The Board agreed that the Executive Director would write a letter of thanks to the Jamaican Government.

4.2 Recognizing Academic Achievement

The Senior Practice Consultant reported on the Standards Project document and the Board discussed hiring an external consultant as in-house expertise is limited.

Motion # 3 THAT the Board authorise the Executive Director to retain a consultant to assist the Standard Revision Project in the matter of Academic Achievement.

CARRIED

5.0 Report from Chair

5.1 Chair's Report

The Chair thanked the Executive Director for a successful AGM. She also reported on her attendance at the LPNABC AGM and Education Session, and the CRPNBC AGM.

6.0 Report from the Executive Director

6.1 AGM Financial Update

The Executive Director discussed the cost of the AGM and responded to questions from the members of the Board.

Action: The Executive Director will create a survey to post on the website to gather feedback regarding the 2009 AGM and poll registrants' views on holding the next AGM outside of Vancouver.

7.0 Senior Practice Consultant's Report

7.1 The Senior Practice Consultant explained to the Board that the vacant Practice Consultant position was being re-evaluated and would not therefore be filled immediately. In the meantime other office staff would cover the responsibilities.

8.0 Committee and Panel Reports

None submitted.

9.0 New Business

9.1 Regulation

The Senior Practice Consultant and the Executive Director reported on their teleconference with the Ministry of Health.

Action: The Senior Practice Consultant and the Executive Director will send current draft documents to the Board for information only.

9.2 Nomination and Election Procedures

The Executive Director reported that the nomination packages and election information was now on the website.

9.3 Request to Waive Reinstatement Fee

The Board considered a letter from a registrant requesting the waiving of the reinstatement fee.

Motion #4 THAT the Board waive the reinstatement fee for the registrant based on the Bylaws section 55(2).

CARRIED

9.4 Performance Review – Executive Director

The Chair requested that the Board establish a panel to evaluate the Executive Director's performance and that the panel be comprised of the members that had been on the Hiring Committee. It was agreed by the Board that the review take a broad view and include the Executive Director's relationships with government, staff and external stakeholders. The Board also agreed that the chair of the panel will have the authority to seek outside assistance if necessary.

Action: Elaine Baxter to send two different Performance Appraisal Forms to the Board for consideration.

Motion #5 THAT a panel is assigned to review the Executive Director's performance and that the panel is chaired by Gwen Herrington.

CARRIED

9.5 Board Planning Session Date

The Board agreed to schedule a one day Board Retreat on Thursday, October 22nd, 2009.

9.6 Mental Health Funding

The Executive Director spoke to the issue of advanced practice competencies including mental health. The College has funds for increasing capacity for registrants to deliver mental health care services. He answered questions from the Board.

10.0 Board Meeting Assessment

The Board members reviewed the summary evaluation data from their previous meeting.

Motion #6 THAT the meeting by adjourned.

CARRIED

Meeting adjourned at 11:40

APPROVED BY THE BOARD OF DIRECTORS – September 17 , 2009

Bernice Crockett, Chair

BERNICE CROCKETT, CHAIR