

COLLEGE OF LICENSED PRACTICAL NURSES

Board Meeting
January 14th, 2010

Minutes

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

Meeting number #111

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. P. McDonald, Deputy Registrar
Ms. S. Swartz, Recorder

MINUTES

Call to Order at 10:00am

1.0 Agenda

The members considered the Draft Agenda and agreed to amend the Draft Agenda by adding:

Item 7.3 – Requests to waive reinstatement fees.

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

CARRIED

2.0 Approval of the Draft Minutes from the December 3rd, 2009 Board Meeting

The members considered the Draft Minutes of Meeting #109 of the Board held on December 3rd, 2009.

Motion #2 – THAT the Minutes of the December 3rd, 2009 Meeting of the Board be accepted.

CARRIED

3.0 Approval of the Draft Minutes from the December 21st, 2009 Board Meeting

The members considered the Draft Minutes of Meeting #110 of the Board held on December 21st, 2009.

Motion #3 – THAT the Minutes of the December 21st, 2009 Meeting of the Board be accepted.

CARRIED

4.0 Business Arising from Previous Minutes

4.1 Letter to the Executive Director

The members considered a draft letter of commendation to the Executive Director for his work on the LPN Immunization Project.

Motion #4 – THAT the letter to the Executive Director be accepted.

CARRIED

The letter will be finalized, signed by the Chair and presented to the Executive Director.

4.2 Board Member Educational Workshops

The members discussed two educational offerings.

Motion #5 - THAT interested members of the Board may attend either or both of the two workshops.

CARRIED

Action: The Executive Assistant to enrol interested members of the Board in the self regulation workshop in April and advise the members of the Board with dates for the administrative justice workshop.

4.3 Bylaws Redevelopment

The members reviewed the process of revising the College Bylaws. The Executive Director will present a draft, based on a model accepted by the Ministry of Health Services for the members to consider,

Motion #6 - THAT the Board meet on March 23rd and May 7th to consider draft College Bylaws.

CARRIED

5.0 Report from the Executive Director

5.1 Internal Financial Report

The Executive Director presented 2009 internal financial statements representing the year ending December 31, 2009 to the Board for consideration. The Board agreed to file the statements.

6.0 Committee Reports

6.1 Inquiry Committee

M. Spina reported on the activities of the Inquiry Committee.

6.2 Potential Conflict of Interest

The members held an in-camera session to discuss a potential Conflict of Interest. The members agreed that no Conflict of Interest exists.

6.3 Registration Committee

S. Trimblett reported that the revised policies of the Registration Committee have now been approved.

6.4 Immunization Program Update

K. Nduwayo provided an update on the Quality Assurance Committee including the immunization certification course.

6.5 Finance Committee

P. Ruscica advised the Board on the upcoming financial audit.

7.0 New Business

7.1 Award of Distinction Panel

The members considered a recommendation to establish an awards panel to recognize registrants who exemplify the principles of public protection and professional regulation.

Motion #7 – THAT the Board establish a panel to consider nominations for the recognition of registrants at the 2010 AGM.

CARRIED

Motion #8 – THAT the panel will consist of Jillian Chisholm, Chair, Thomas Wharton and Paul Ruscica.

CARRIED

7.2 Staff Attendance at Meetings

The Board discussed staff attendance at meetings and requested that the agenda include the names of staff attending meetings.

7.3 Requests to Waive Reinstatement Fees

The members considered two letters from registrants requesting that reinstatement fees be waived. The Board considered this 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 A: The Board agreed that the registrant had met the test of undue hardship and agree to waive the reinstatement portion of the fee for a period up to and including March 31, 2010. Written reasons for the decision are to be provided to the registrant.

Motion #8 - THAT the Board waive the reinstatement portion of the renewal fee for registrant A for a period up to and including March 31, 2010.

CARRIED

Registrant B: The Board considered the request of this registrant and agreed that the registrant did not meet the test of undue hardship. Written reasons for the decision are to be provided to the registrant.

Motion #9 – THAT the Board deny the request to waive the reinstatement fee for registrant B. Based on Bylaw Section 55(2) registrant B did not demonstrate undue hardship.

CARRIED

Meeting adjourned at 3:10pm

APPROVED BY THE BOARD OF DIRECTORS – March 22, 2010

Bernice Crockett, chair

BERNICE CROCKETT, CHAIR