

COLLEGE OF LICENSED PRACTICAL NURSES OF BC

**BOARD MEETING MINUTES
of March 19, 2009**

Held at

**260 – 3480 Gilmore Way
Burnaby, BC
(Boardroom)**

Meeting # 104

BOARD MEMBERS PRESENT:

Ms. B. Crockett, LPN, Chair
Ms. R. Dyck, LPN
Ms. V. Gerbrandt, LPN (via conference call)
Ms. G. Herrington, LPN
Ms. B. Lail, LPN
Mr. M. Lamoureux, Public Member
Mr. T. Teite, LPN
Mr. T. Wharton, Public Member

STAFF PRESENT:

Mr. J. Mayr, Executive Director
Mr. M. Nasybulin, Recorder

REGRETS:

Ms. S. Skratek, Public Member, Vice-Chair
Mr. P. Ruscica, LPN
Ms. M. Spina, Public Member
Ms. S. Trimblett, LPN

Call to Order – 10:10

1.0 REVIEW OF THE AGENDA

MOTION # 1 – THAT the agenda be accepted as presented

CARRIED

2.0 APPROVAL OF THE MINUTES FROM FEBRUARY 5, 2009 MEETING

MOTION # 2 – THAT the Minutes of the February 5, 2009 Board meeting be approved as presented.

CARRIED

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Education Program Recognition Process update

The members briefly discussed educational program approval. Amendments to the Health Professions Act have altered the role of a regulator related to educational programs. The Act now refers to academic achievement. The terms standards of education are no longer present. The members recognized that this would require amendment of the College bylaws and a new approach to program recognition.

3.2 Auditor's Report for the year ending December 2008

Auditors from the firm of McDonald Rickett attended the meeting and were introduced by the Executive Director. The auditors made a presentation to the members about the audit process and explained some of the new requirements. The members answered questions posed by the auditors.

The Board considered a draft of financial statements and agreed to postpone approval until the finance committee had completed its review and made recommendations to the Board.

3.3 Baseline Competencies update

The Baseline Competencies document has been sent to the Ministry of Health for final review.

4.0 REPORTS FROM THE EXECUTIVE OFFICE

4.1 Executive Director Report

Health Assessment Initiative

J. Mayr advised the Board that he had taken steps to implement the Board's motion from 2004 making Head-to-Toe Assessment a mandatory requirement for continued licensure. Currently the College's staff is reviewing the registrant database and will design a validation process for completion by the end of 2009.

International Education providers

Okanagan College, an institute recognized by the CLPNBC has licensed their curriculum to an institute in Jamaica. It is believed that the Jamaican program will graduate approximately 200 individuals who plan to come to Canada with the intention of challenging the CPRNE and becoming LPNs. The Executive Director asked the members to consider implications for the College by this initiative. The members recognize that the College may require specific policy regarding international education programs.

Communications Plan

The members considered a proposal for a Communications Strategy. The strategy is designed to improve communications while reducing the environmental and financial footprint of the College.

4.2 Senior Practice Consultant Report

The members considered E. Baxter's report. It is proposed that the Board support the review and revision of the Standards of Practice and Competencies in 2009. This work would follow the completion of the Baseline Competencies and be closely linked with the development of an Advanced Competencies. The members agreed that the staff should continue with this initiative.

5.0 CLPNBC COMMITTEE REPORTS

5.1 Discipline

The members accepted the report of the Committee as distributed with the Board package.

5.2 Inquiry

The members accepted the report of the Committee as distributed with the Board package.

5.3 Registration

The members accepted the report of the Committee as distributed with the Board package.

6.0 NEW BUSINESS

6.1 AGM 2009

J. Mayr advised the Board of the preparation for the 2009 AGM. The meeting will be held in the Hilton Hotel in Metrotown. The College is in the process of implementing an online registration system, which will allow better communication with registrants. Two featured speakers have been booked. The Conference topics will be substance abuse and mental health nursing.

6.2 AGM 2010

The members considered the location of the 2010 AGM and agreed in principle with the idea of holding the meeting in a community outside of Vancouver.

MOTION # 3 – THAT the Board direct staff to investigate and report on options to hold the 2010 AGM in a community outside of the Metro Vancouver area.

CARRIED

6.3 Expense Policy

The members considered amendments to the Governing policies related to travel related expenses. Based on the recommendation of the Executive Director, the members agreed to amend policies 12, 13, and 14 and adopt a new policy 17 as previously distributed to the Board.

MOTION # 4– THAT the Board approve the amendments to the Governing policies 12, 13, and 14 as proposed by removing references to travel related expenses.

CARRIED

MOTION # 5 – THAT the Board approve the proposed Governing policy 17 setting out specific amounts to be paid for travel related expenses.

CARRIED

6.5 Oath of Office

The government recently enacted section 17.11 of the Health Professions Act and set out the requirements for the Oath of Office in the Health Professions General Regulation. Every member of the Board is now required to take and/or affirm the oath. J. Mayr requested that each member affirm and sign the Oath in the form included with the Board package so that the Board remain legally consulted. Staff will design a suitable certificate and members will be required to take and/or affirm the Oath of Office and sign the new certificates. The certificates will be displayed in the College office.

7.0 BOARD MEETING ASSESSMENT

The Board members reviewed the summary evaluation data from their previous meeting and discussed the Board meeting assessment form. The members directed that staff amend the form as follows:

MOTION # 6:

1. Rephrase item 7 to read: "Board members made informed decisions based on information provided by the Executive Director".
2. Rephrase item 9 to read: "We were all given adequate time to speak to the items on the agenda"
3. Move item 9 to become item 4 and re-order the list, and
4. Remove item 10 from the form.


CARRIED

MOTION # 7 – That the meeting be adjourned.

CARRIED

ADJOURNMENT: The meeting adjourned at 15:15

APPROVED BY THE BOARD OF DIRECTORS – April 30, 2009



BERNICE CROCKETT, CHAIR