



# COLLEGE OF LICENSED PRACTICAL NURSES OF BC

## BOARD MEETING MINUTES of February 5, 2009

Held at

260 – 3480 Gilmore Way  
Burnaby, BC  
(Boardroom)

### Meeting # 103

#### **BOARD MEMBERS PRESENT:**

Ms. B. Crockett, LPN, Chair  
Ms. S. Skratek, Public Member, Vice-Chair  
Ms. R. Dyck, LPN  
Ms. V. Gerbrandt, LPN  
Ms. G. Herrington, LPN  
Ms. B. Lail, LPN  
Mr. M. Lamoureux, Public Member  
Mr. P. Ruscica, LPN  
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. P. McDonald, Deputy Registrar  
Ms. E. Baxter, Sr. Practice Consultant  
Mr. M. Nasybulin, Recorder

#### Call to Order – 10:15

### 1.0 REVIEW OF THE AGENDA

The members of the Board considered the draft of the agenda as previously circulated and agreed to the following amendments:

- Renumbering item # 7.0 making it item # 8.0
- Listing M. Spina as the Chair of the Inquiry Committee in item # 6.1
- Adding B. Lail to the Board column for item # 6.2

and adding the following items:

6.3 Requests for the Board to act under Bylaws section 55(2)

- 7.1 Professional designation for LPNs
- 7.2 Signing past minutes

**MOTION # 1** – THAT the agenda be accepted as amended

CARRIED

## **2.0 ELECTION OF CHAIR AND VICE-CHAIR OF THE BOARD**

The Executive Director received two (2) nominations for the office of Chair. The members nominated were Ms. Bernice Crockett, LPN and Mr. Terrence Teite, LPN. Further, the Executive Director received one (1) nomination for the office of Vice-Chair. Ms. Sylvia Skratek, Public member was the sole nominee.

**MOTION # 2** – THAT the members of the Board over-ride Governing policy #16 and allow the nomination of candidates from the floor.

FAILED

### Election of Vice-Chair

Ms. Sylvia Skratek, was elected by acclamation, to the position of Vice Chair.

### Election of Chair

The members of the Board appointed J. Mayr and P. McDonald to oversee the election in accordance with governing policy #16.

The election was conducted in accordance with the policy. The Board members voted by secret ballots. J. Mayr and P. McDonald counted the ballots in the presence of the members of the Board. R. Dyck announced that Ms. Bernice Crockett received a majority of votes and assumes the office of Chair of the Board.

**MOTION # 3** – THAT the ballots be destroyed

CARRIED

## **3.0 APPROVAL OF THE MINUTES FROM DECEMBER 11, 2008 MEETING**

**MOTION # 4** – THAT the Minutes of the December 11, 2008 Board meeting be approved as presented.

CARRIED

## **4.0 BUSINESS ARISING FROM THE MINUTES**

### **4.1 Establishing an Awards Panel**

The Board members discussed the AGM resolution and the motion regarding the establishing an Awards Panel. M. Spina, T. Wharton, B. Lail, and P. Ruscica expressed an interest in serving on the panel.

**MOTION # 5** – THAT the members of the Awards panel for 2009 are Margaret Spina, Thomas Wharton, Baljit Lail, and Paul Ruscica. Further, that the members will develop criteria and procedures for the nomination and recognition of registrants that exemplify professional regulation and public protection.

CARRIED

## **5.0 REPORTS FROM THE CHAIR AND THE EXECUTIVE DIRECTOR**

### **5.2 Executive Director's report**

J. Mayr delivered an update to the members of the Board. The staff completed the 2009 renewal cycle without difficulty. Internal process and procedures continue to be under review. The annual auditor's visit will take place in late February or early March. Draft audit statements should be available for the March meeting.

**MOTION # 6** – THAT the Executive Director's report be accepted as presented

CARRIED

### **5.4 Baseline Competencies Profile**

E. Baxter and J. Mayr provided the Board with an update on the status of the Baseline Competency Profile. A consultation draft was circulated to stakeholders, including educational institutions and employers. All comments, which were mostly positive, were carefully considered. E. Baxter and J. Mayr recommended further consultation with the Ministry of Health Services prior to formalizing the document. There was general agreement with this recommendation.

J. Mayr advised the Board about further changes to the health regulatory legislation, including the Health Professions General Regulation. The Ministry of Health Services has proposed amendments to the list of restricted activities. The government has indicated that the restricted activities model will apply to the amended Nurses (licensed practical) regulation. The Board discussed issues related to practice with and without an order and directed the Executive Director to monitor the continuing developments related to the general and LPN Regulations.

E. Baxter advised the Board that the current process for recognizing educational institutions exceeds the authority under the *HPA* and will require substantial changes. A brief discussion followed.

## **6.0 CLPNBC COMMITTEE REPORTS**

### **6.1 Inquiry**

M. Spina and P. McDonald gave an overview of the activities of the Inquiry Committee. There appears to be an increasing trend of complaints related to substance abuse. Recent amendments to the *HPA* limit public disclosure of these matters. The College and the Committee will have to review internal processes to ensure proper and adequate disclosure.

The Board members discussed workplace issues related to substance abuse. It was felt that there needed to be greater effort to create environments for LPNs to disclose substance abuse problems. The

members agreed that this is an issue of public protection and that the College should be active in encouraging a collaborative approach to addressing the issue.

Discipline

S. Skratek and P. McDonald reported that there was no activity by the Discipline Committee.

**MOTION # 7** – THAT the Inquiry/Discipline reports be accepted as presented.

CARRIED

6.2 Registration

B. Lail gave an overview of the activities of the committee. P MacDonald had conducted an orientation of members. There was a discussion of the registration process as it relates to the Criminal Record Review Act requirement. M. Lamoureux acknowledged the members of the Committee and staff for the quality of work.

**MOTION # 8** – THAT the Registration report be accepted as presented.

CARRIED

6.3 Request for the Board to act under Bylaws section 55(2)

The members of the Board considered letters from three (3) registrants requesting the waiving of the reinstatement fee associated with the 2009 registration renewal.

Section 55(2) of the Bylaws states that the Board may reinstate a person without charging a reinstatement fee if that person is able to demonstrate that they were unable to comply due to reasons of undue hardship. J. Mayr advised the Board that, in one (1) case, the College records show the registrant made a concerted effort to comply and should not incur the reinstatement fee. He also explained the renewal timeline and notification process of the College to ensure registrants are aware of the renewal date.

After careful consideration of each individual request and in accordance with the Bylaws section 55(2), the Board members agreed:

**MOTION # 9** - THAT the Board reinstate applicant # 1 and waive the reinstatement fee

CARRIED

**MOTION # 10** – THAT the Board authorize the Executive Director to issue a refund in the amount of the reinstatement fee to applicant #2.

CARRIED

**MOTION # 11** - THAT the Board deny the request from applicant # 3 as in the opinion of the members the applicant has not met the test of undue hardship as set out by the Bylaw.

CARRIED

**7.0 NEW BUSINESS**

7.1 Professional designation for LPNs

The Board members discussed the issue of changing the professional designation for Licensed Practical Nurses. J. Mayr advised the members that the designation is set out in the Regulation and changing the designation would present certain challenges.

7.2 Signing past minutes

J. Mayr informed the Board that Minutes from eight (8) Board meeting minutes for 2001, 2002, & 2004 had not been signed by the Chair of the Board in accordance with section 13(2)(c) of the Bylaws. The members agreed that the current Chair would sign a prefixed form stating that the Minutes are signed by the current Chair for the purpose of complying with the Bylaws of the College.

**8.0 BOARD MEETING ASSESSMENT**

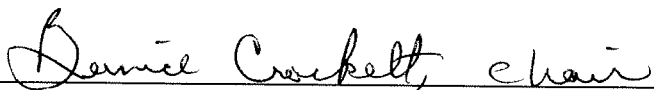
The Board members reviewed the summary evaluation data from their previous meeting.

**MOTION # 12** – That the meeting be adjourned.

CARRIED

ADJOURNMENT: The meeting adjourned at 14:40

**APPROVED BY THE BOARD OF DIRECTORS – March 19, 2009**

 \_\_\_\_\_

**BERNICE CROCKETT, CHAIR**