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## RPNAS Council Meeting

May 12, 2021

## Microsoft Teams Meeting

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### Present:

Dan Badowich, President

Cheryl Carlson, President-Elect

Kyla Shabatura, Member-at-Large

Penni Caron, Member-at-Large (stepped out at 10:14, returned at 10:52)

Leslie Gamble, Member-at-Large (stepped out at 9:10, returned at 10:05. Stepped out at 11:15,

Jill Thomson, Member-at-Large (stepped out at 10:40, returned at 10:49)

Yvonne Sawatzky, Member-at-Large (8:49)

Michael Lummerding, Public Representative

Russ Marchuk, Public Representative

### Staff

Beverly Balaski, Executive Director/Registrar

Amanda Brewer, Registration Coordinator/Office Support

Karen Turner, Deputy Registrar

Lacey Bennett, Director of Nursing Practice

### Absent:

Michelle Manson, Member-at-Large

#### 1. Call to order

Meeting called to order at 8:35 a.m.

#### 2. Approval of Agenda

- Add Lacey's Grad Nurse Document to agenda as 11.1.

**Motion** to approve Agenda.

**Moved:** Cheryl

**Seconded:** Kyla

**Carried**

#### 3. Approval of Minutes – March 2021 and April 2021 supplemental meeting

- Request for acronyms to be spelled out throughout document.

**Motion** to approve minutes with addition of acronym identification.

**Moved:** Russ

**Seconded:** Kyla

**Carried**

4. Assessment for Conflict of Interest

- Jill will step out for 7 - Approval Terms of Reference Program Approval Committee and 8 - Appointment of Public Rep to Program Approval Committee

5. Finance Committee Report – Bob

- Bob joined at 8:53 a.m.

5.1 Review of 2021 1st quarter finances

- Bob spoke to the line items we are over budget and explained we are slightly over the 25% quarterly projection. However, not all expenses are paid equally throughout the year and we anticipate being within presented 2021 budget.
- Bev spoke about the Inshgtrix report underway in partnership with Sask Polytechnic and additional cost. (Jill stepped out due to potential conflict of interest).

5.2 Preparation for Annual Meeting

- Reviewed financial information to be presented at Annual Meeting.
- RPNAS ED has demonstrated financial accountability that has resulted in budget surpluses for 2019 and 2020. As the budget is accurately reflecting operational expenses, surpluses cannot be expected in the future.
- Almost 50% of membership is at an age where they could choose to retire.
- RPNAS has achieved another clean financial audit.

6. Professional Conduct Committee Report

- No new complaints since March.
- One file completed since last meeting (File #2019-007). Decision not to proceed with any further action.
- 2 more files to be presented to the Professional Conduct Committee (PCC) at the June 2021 meeting.
- Files divided by complexity between the PCC members and external investigators.

7. Approval Terms of reference Program Approval Committee

- Terms of reference presented to Council for approval.
  - Clarified that minimum 2 RPNs on committee is the minimum limit, there is no maximum limit. RPNAS striving to have a minimum of one public representative on every committee.

**Motion** to approve Terms of Reference for the Program Approval Committee as presented to Council.

**Moved:** Michael

**Seconded:** Kyla

**Carried**

8. Appointment of Public Representative to Program Approval Committee (Briefing Note 1)

- Public representative candidate Don Kuntz presented for Council consideration for the Program Approval Committee.

**Motion:** to appoint the public rep as above to the Program Approval Committee for a 2-year term.

**Moved:** Penni

**Seconded:** Yvonne

**Carried**

9. Vacant Council Position (1 year term)

- Member-at-Large vacancy on Council created through successful election of current council member to president elect position.
- Candidate not elected to either of the Member-at-Large vacancies offered the one-year term and declined.
- Discussion ensued.

**Motion:** Given vacancy created by Member-at-Large Council member moving to President-Elect position, vacancy created will be kept vacant for 1 year.

**Moved:** Russ

**Seconded:** Yvonne

**Carried**

10. Nominations Committee Update – Leslie and Russ

10.1 Announcement of successful candidates

- Yvonne Sawatzky – acclaimed to President-Elect
- Kyla Shabatura – elected to Member-at-Large for 2<sup>nd</sup> term
- Michelle Cleland – elected to Member-at-Large for 1<sup>st</sup> term

11. Executive Director/Registrar Report

- Registered Psychiatric Nurses of Canada Exam (RPNCE) postponed due to pandemic. No date for writing at this time.
- RPN national group looking to computer-based testing for RPNCE.
- Predict registration numbers will continue to decline – more retirements than new grads. Expecting Market Survey conducted by Insightrix Research to be completed by June.
- Meeting with SUN scheduled for May 17. Cheryl, Yvonne and Russ to attend with Beverly.
- Reviewed the reasons for removing the employer pay option for registration renewal - jeopardizes public safety.
- Reviewed risk matrix.
- Update on interprovincial endorsement agreement regarding Saskatchewan RPNs working in NWT and Nunavut. Ministry of Health consulted and is grateful that we reached out to present the findings about the Interprovincial agreement before making any other commitments.

11.1 Graduate Psychiatric Nurse Practice Guideline

- Documented presented by Lacey
- Created to address calls from employers and graduate nurses asking about responsibilities and accountabilities.
- Council requested the following change:
  - Be more specific about what “community” is and is it inclusive of long-term care and corrections.

**Motion:** to approve GPN document for distribution.

**Moved:** Yvonne

**Seconded:** Leslie

**Carried**

12. Presentation from Saskatchewan Nurses Association (SNA) – Interim Executive Director Maureen Klenk

- Provided background on formation of the SNA
- Formation based on the 3 pillars of nursing (regulatory, association, and union) separate rolls, but requiring conversations and cooperation between the three organizations.
- Currently being provided technology and limited funding by SRNA.
- Looking at non-profit status.
- Kathy White and Sue Myers are the RPN reps on the steering committee.
- The steering committee is committed to using a governance structure that has an equal voice at the table.
- Membership fee will be required.
- RPNAS provided commitment to share information with our membership.

13. Annual Meeting Preparation

13.1 Video technology reviewed with Council. Practice session held.

13.2 Voting, chat and Q & A use reviewed.

13.3 Bylaws/Resolution reviewed.

14. In-Camera

15. Next Meeting – September 23 and 24, 2021

16. Adjournment

Meeting adjourned at 1405 hours.

**Moved:** Russ