



**RPNAS Council Meeting  
December 3, 2021  
Microsoft Teams Meeting  
0830 - 1600**

---

**Present:**

Cheryl Carlson, President  
Yvonne Sawatzky, President-Elect  
Kyla Shabatura, Member-at-Large  
Penni Caron, Member-at-Large  
Leslie Gamble, Member-at-Large  
Michelle Cleland, Member-at-Large  
Russ Marchuk, Public Representative

**Regrets:**

Michael Lummerding, Public Representative

**Guest:**

Samantha Adams, RPN student

**Staff**

Beverly Balaski, Executive Director/Registrar  
Amanda Brewer, Registration Coordinator/Office Support  
Karen Turner, Deputy Registrar  
Lacey Bennett, Director of Nursing Practice

1. Call to order

Meeting called to order at 8:30 am

2. Approval of Agenda

**Motion** to approve agenda with alteration to the order of items as discussed.

Moved: Yvonne

Seconded: Russ

**Carried**

3. Approval of Minutes – September 23, 2021

**Motion** to approve minutes as presented.

Moved: Penni

Seconded: Leslie

**Carried**

4. Assessment for Conflict of Interest

- No conflicts declared

5. Introduction of New Dean of Nursing U of S – Solina Richter

- Solina joined the meeting at 8:35AM
- Introduction of Council
- Began career with bachelor's degree in nursing (general and psychiatric nursing) in South Africa
- Building relationships with internal and external stakeholders is focus for 2022
- Nursing will play a strong roll in moving Saskatchewan forward in healthcare

- Michelle invited to advisory committee re establishment of Nurse Practitioner in Mental Health (RN)
- Solina left the meeting at 8:54am

## 6. Finance Committee

### 6.1 Committee update – Yvonne

- Committee met Nov 25
- No questions or concerns regarding finances
- Finance committee recommends Council accept financial statements as presented
- Next finance committee meeting is Jan 2022

### 6.2 Overview of Q3 finances – Bob

- Review of Q3 finances provided
- No questions or concerns voiced

**Motion:** Council to accept Q3 finances as presented.

Moved: Kyla

Seconded: Leslie

**Carried**

### 6.3 Review of Scotia Wealth Financial Investments and update Investment Portfolio Statement (IPS) – Tyler Taylor

- Tyler joined at 9:13 am
- Discussed “Bridging Finance” fund
- Discussed changing make-up of portfolio
- Explained difference between operating fund and long-term investments

**Motion:** Council approves updating IPS to increase low risk to 20%, maintain medium risk at 70% and decrease high risk to %10

Moved: Russ

Seconded: Michelle

**Carried**

## 7. Professional Conduct Committee Report

- Presented by Bev
- Last meeting on Nov 6
- No anticipated referrals to the Discipline Committee

## 8. Nominations Committee

Composition of committee discussed:

- Leslie plans to run for another term on Council, so cannot participate in the Nominations Committee
- Penni also plans on running again
- Russ will remain in his roll on the Committee
- Bev will check with Kyla Bereti to see if she is still interested (was appointed to a 2 year term in 2020)

**Action:** Staff to put out invitations for a 3<sup>rd</sup> member of the committee

9. Registration Renewal Update (Amanda)

- Number of current renewal applications provided to Council as of December 3
- Practicing – 723 Non-Practicing – 44
- This is below budgeted projection of 775 practicing members
- Students will be eligible for licensure once they pass the national exam in January. That could contribute up to 46 additional members. This will still fall below the projected 775

10. RPNCE transition to CBT Update (Karen)

- Karen provided overview of the current paper and pencil exam and transition plan to a computer based test
- Implementation is anticipated for May 2022. Delays may occur if pandemic continues
- Communications have been posted on website and have been sent to members by email

11. Results from 2021 exam writings (Karen)

- Analysis of exam results presented for last 5 years
- This analysis does not appear to have been done before. Monitoring of trends will be a regular part of our quality analysis work/public protection accountability going forward

12. Continuing Competence Program Transition (Lacey)

- Proposed new name: Career-long Learning Program (CLP)
- Proposed removing peer-reviewed feedback from requirements
- Discussion of what is considered appropriate goals/activities
- Council found strength in program being focused on RPN Standards

**Motion:** RPNAS Council approve the transition of the current Continuing Competence Program to the Career-long Learning Program (CLP) effective Jan 1, 2022. The CLP is to include:

1. Self-assessment of practice using the current standards of psychiatric nursing practice
2. Create learning goal(s) based on the self-assessment
3. Complete learning activities that relate to the chosen learning goal(s)
4. Reflect on what was learned
5. Implement the learning in their practice
6. Evaluate the effectiveness of the learning on their practice
7. Complete the Reflective Practice Review form

Phased implementation to occur:

- Steps 1 through 4 and 7 required by the membership for the 2022 practice year
- Steps 1 through 7 required by the membership for the 2023 practice year

Moved: Russ

Seconded: Michelle

**Carried**

13. Documentation Guideline for Approval (Lacey)

- Documentation Guideline presented to the Council
- Council made recommendations for additions and changes to the document. Changes were recorded in document by Lacey

**Motion:** Council approves in principle the elements contained within the Documentation Guideline

Moved: Michelle

Seconded: Penni

**Carried**

14. Executive Director/Registrar Report

14.1 Updates provided by Bev

- 2022 projects
- Database upgrade
- Stakeholder meetings

14.2 Organizational risk assessment (Briefing Note 2)

- Presented by Beverly
- Financial Management
- Policy Development
- Bylaw Development
- Member Eligibility Assessment
- RPN Practice Supports
- Interprofessional Endorsement Agreement
- RPNAS Committee Functioning
- Organizational Viability Assessment

15. Inshatrix RPN Supply/Demand Analysis report

- RPNAS membership have all received copies of the report
- Strategies for effective utilization of report discussed

16. Separation of SRNA Regulatory and Association Functions

16.1 Updated Council that SRNA has officially changed name to College of Registered Nurses of Saskatchewan (CRNS)

16.2 Briefing note on this topic deferred until March 2022

17. Strategic Plan review and approval

- Strategic plan as developed by Council in September presented for final approval
- Karen spoke to the importance of registration policies
- Goal #2.3 change “builds” to “enhances”

**Motion** to accept the RPNAS 2022 – 2024 strategic plan as presented to council.

Moved: Michelle

Seconded: Yvonne

**Carried**

18. In-Camera

19. Next Meeting – March 4, 2022

20. Adjournment

Motion: to adjourn meeting. Moved: Yvonne

Meeting adjourned at 1530