



**RPNAS Council Meeting**  
**March 4, 2022**  
**Microsoft Teams Meeting 0830 – 1600**

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**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

**Staff:**

Beverly Balaski, Executive Director/Registrar  
Karen Turner, Deputy Registrar  
Amanda Brewer, Registration Coordinator

**Regrets:**

Michael Lummerding, Public Representative  
Russ Marchuk, Public Representative

1. Call to order and Land Acknowledgement

- Called to order at 8:37
- Land acknowledgment read

**Action:** Penni requested a copy of land acknowledgment be sent to Council

2. Approval of Agenda

**Motion** to approve agenda as presented.

Moved: Yvonne

Seconded: Michelle

**Carried**

3. Approval of Minutes – December 3, 2021, and Supplemental meeting January 26, 2022

**Motion** to approve minutes as presented.

Moved: Penni

Seconded: Leslie

**Carried**

4. Assessment for Conflict of Interest

- No conflicts declared

5. Finance Committee (9 – 930)

5.1 Committee update

- Presented by Yvonne

5.2 Overview of Q4 finances – Bob

- Year end finances very close to within projected budget. 2021 was projected to be a deficit budget. Finances came in on target.

**Motion** to accept Q4 financials as presented.

Moved: Michelle

Seconded: Penni

**Carried**

### 5.3 Update 2021 Audit process

- 2021 financial audit in progress
- Council to meet later in March to review and approve

### 6. Saskatchewan Polytechnic Presentation on Academic Framework (Christa MacLean/Barb Gustafson) (930 – 1030)

- Barb and Christa invited into meeting at 9:33
- Welcome and introductions led by Cheryl
- Discussed credentialing of SK Poly RPN program – Within framework RPN credential is an Advanced Diploma. From Regulatory perspective RPNAS recognizes this as a diploma credential. No request to change credential. Currently diploma is approved entry to practice credential
- Discussed program is close to fulfilling a degree credential. Discussed requirements for transitioning to a degree and approval process
- Needs Saskatchewan Higher Education Quality Assurance Board (SHEQAB) approval – optimistic approval possible
- Degree completer program suspended last year – transition to a degree has potential
- Christa and Bev to develop proposal for proceeding with degree program

### 7. Annual Meeting Logistics

- Meeting to be held virtually
- Very little changes to bylaws for this meeting
- Hired graphic designer to produce annual report
- Annual meeting is May 12, 9-12

### 8. Professional Conduct Committee Report (Bev)

- Since last update December 2021, 3 new complaints have been received
- Following thorough reviews conducted by external investigators, the committee has made a determination on outcome for 4 investigations
  - 2 no further action
  - 1 dismissed as anonymous complainant unwilling to provide information
  - 1 Alternate Dispute Resolution agreement offered – awaiting member response
- Files awaiting member response
  - 3 files reviewed in November 2021 were offered ADRs– awaiting their responses
  - 3 files no further action required
- 3 files ready for review at March 2022 PCC meeting
- 8 active investigations currently underway

- At this time none expected to go to Discipline. However, if ADRs not accepted that would be next step

#### 9. Nominations Committee (Bev)

- Presentation of candidates for Council election
- Currently only 2 nominations received
- If no other nominations received by deadline the two positions will be filled by acclamation

#### 10. RPNCE (Karen)

##### 10.1 Postponement of Exam

- Jan writing postponed to March 9
- Six accommodation requests approved
- Last paper and pencil exam before it transitions to computer based test

##### 10.2 Transition to CBT Update

- 2 day test window
- Students will be scheduled for exam by the exam provider instead of RPNAS

##### 10.3 Program Approval Update (Karen)

- General program review occurring
- Hired external evaluator from McEwan University
- Will conduct onsite evaluations in April
- Will provide final report for Education Review and Program Approval Committee (ERPAC). Recommendations will come to Council for final decision. Should occur in June 2022

#### 11. Executive Director/Registrar Report

##### 11.1 Updates

- Bylaws drafted for presentation at 2022 Annual Meeting
- No further update on Legislative Amendment proposal from NIRO to ministry of health
- Hired consultant to develop policies:
  - Council Policies
  - Regulatory Policies
- Education on Career-long Learning Program provided by Lacey
- Documentation Guideline developed and distributed to members
- Practice calls for 2021 – 167. This is an increase of 80% over last year
- Continues to address need for increase in psychiatric nursing education seats. Met with stakeholders including:

- SK Poly
- Advanced Education
- Other educational institutions
- Other Stakeholder Meetings:
  - SHA, Director of Practice Linda McPhee (regular monthly meetings)
  - NIRO – meet twice yearly
  - SHA townhall meetings re: pandemic (virtually)
  - Ministry of Immigration and Career Training (ICT) re International recruitment
  - CNO – Liliana Canadic (regular monthly meetings)
- Virtual care update

#### 11.2 Organizational risk assessment

- Presented risk matrix
  - Overall financial management risks are low. However, long term sustainability remains an issue
  - Policy development poses risk – plan to address in place
  - Bylaw development – low risk at this time. Complete review underway
  - Practice supports – medium risk. Continue to develop practice resources
  - Interprofessional Endorsement Agreement – low risk. Agreement suspended effective December 31, 2021
  - Overall viability remains high risk

12. Strategic Plan Update – Strategic plan finalized and approved by Council. Will start to operationalize over the next 3 years. Regular updates will be provided.

#### 13. In-Camera

- Meeting entered into In-Camera at 12:05
- In-camera adjourned at 12:34

14. Next Meeting – May 11. Annual Meeting – May 12

#### 15. Adjournment

- Motion to adjourn – Kyla
- Meeting adjourned at 1236