



**RPNAS Council Meeting Minutes  
September 8 & 9, 2022  
Hampton Inn, Regina**

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**Day 1 – Education Day**

**Present:**

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

**Staff:**

Beverly Balaski, Executive Director/Registrar  
Karen Turner, Deputy Registrar

**Regrets:**

Michelle Cleland, Member-at-Large  
Russ Marchuk, Public Representative  
Amanda Brewer, Registration Coordinator

Meeting called to order at 0830 hrs.

Land Acknowledgement provided by Cheryl

**Dan Florizone**

- Provided education on Governance and strategic planning
- Identified potential biases that can affect Councils
- Provided draft Council evaluation form for Council review. Council should strive for regular meeting review and annual overview

**Bradley Chisholm from The Regulator’s Practice**

- Provided presentation “Influencing Massive Change”
- Emphasized changing shifts in views towards regulation – public, member, government, key partners
- Highlighted areas that are changing and future potential changes to assist Council in strategic planning and execution of future initiatives

**Merelda Fiddler-Potter**

- Truth & Reconciliation – The Case for Building Foundational Relationships
- Historical overview of dominant culture and indigenous and Metis people
- Introduction to Equity, Diversity and Inclusion (EDI) and Indigenous Inclusion

Education Day Concluded at 1455

**Commenced Board Meeting**

1. Call to order at 1500

2. Approval of Agenda

**Motion** to approve agenda with addition of 13.3 Government HHR Plan

Moved: Penni

Seconded: Yvonne

**Carried**

3. Approval of Minutes – May 2022 and June 2022 Supplemental Meeting,

**Motion** to approve May and June minutes as presented.

Moved: Yvonne

Seconded: Kyla

**Carried**

4. Assessment for Conflict of Interest

- No conflicts declared

7. Professional Conduct Committee Report – Bev

- Since May 2022 there has been 1 new complaint
- Committee met June 22, 2022
  - 1 complaint – continue to await completion of RCMP investigation
  - 1 complaint – no further action
  - 1 complaint – cautionary letter to be sent
  - 1 complaint – member to be offered Alternate Dispute Resolution (ADR) Agreement
  - 1 complaint – required more information – request sent to complainant
  - 1 complaint – member refused ADR - referred to discipline
  - 5 outstanding complaints to be reviewed at future meetings

8. Discipline Committee:

- 2 complaints being referred to Discipline this fall/early 2023

9. Update Meeting with Minister of Advanced Education

- Met with Minister Wyant August 24, 2022
- Minister had reviewed Inshtrix report and was aware of the challenges RPNAS is facing. Asked very informed questions
- RPNAS emphasized ongoing request for 40 more RPN seats
- Very good meeting – will keep communicating with his office regarding seat approval

10. RPNCE – Karen

10.1 Computer Based Test Launch – Karen provided update on first writing of the CBT. There were some technological glitches and oversight issues. Test company aware and working to improve

10.2 Item Writing and Exam Committee Updates – RPNAS is working with national group to increase test bank items and create additional exam forms. SK has representatives on these committees

## Day 2 Council Meeting

### Present:

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

### Staff:

Beverly Balaski, Executive Director/Registrar  
Karen Turner, Deputy Registrar

### Regrets:

Russ Marchuk, Public Representative  
Amanda Brewer, Registration coordinator

Meeting called to order at 0831

Cheryl read land acknowledgement

### 11. Bill 81 Update – Bev

- Regulations not yet developed
- Government aware that health regulators including RPNAS would like to be involved in development
- RPNAS met with Ministry of Immigration and Career Training (ICT)
- Identified RPNAS process for assessing IENs and National Community Assessment Service (NCAS) competency assessment process. Stressed again that not likely to net many, or any, RPNs through international recruitment. Domestically trained is our best initiative to increase RPNs

### 5. Finance Committee report (Darcy McIntyre and Bob Kenny)

#### 5.1 Committee update provided (Darcy)

- Q2 financial analysis completed. Committee recommends providing details regarding what is contained under administrative fees and penalty fees. Additional accounts created to track these numbers. We are currently over budget for PCC investigations. This budget line is directly dependent upon the number of complaints received – and there is no way to more definitively budget.

#### 5.2 Overview of Q2 finances (Bob)

- Spending is 47% of budget. This is due to not all expenses occurring evenly throughout the year. Reminded that Council approved a deficit budget for 2022. Deficit budgets will likely continue for the next few years as we stabilize graduates and retirement numbers - projected to be a deficit budget in the amount of \$37,000. Confirmed that it is not possible to definitively budget for investigations and discipline costs – it is a prediction based on the best knowledge available.

**Motion:** Finance Committee recommends that Council accept the Q2 financial report with the breakout of administrative fees and create categories to reflect penalty fees pertaining to PCC and Discipline proceedings.

Moved: Kyla

Seconded: Michelle

**Carried**

## 12. RPNAS Bylaws Update

- Bev continues to work on bylaw review with legal counsel Greg Sim
- Will have draft completed in October and will present to Legislative Committee
- Will come to Council for December 2022 meeting

## 6. Public Relations Campaign

- In follow-up to Council request Bev has sought out quotes for public relations campaign
- Have approached 4 firms
- Council discussed purpose and goal of campaign.
- Tabled for further discussion at the December 2, 2022 meeting
- Discussed need for RPNAS to have more of a presence on social media for public service announcements, RPNAS activities and member requirements (FaceBook & Instagram)

**Action:** Kyla, Michelle and Yvonne to work on establishing official FaceBook site for RPNAS

## 13. Registrar Report provided

- Overview of actions taken to meet strategic plan
- Update provided on projects, key partner meetings, professional practice update, national partner meetings, and media updates
- Council policies being drafted – will be presented at December 2022 meeting
- Organizational risk assessment reviewed
- Discussed future education needs of Council
- Council draft tracking tool presented. Council to complete following this meeting and will review in December
- Discussed outdated position statements on website. Complete review of content occurring as staff time allows

**Motion:** All position statements on the RPNAS website be suspended pending review and reaffirmation if required. Message on website is to identify to members information is under review.

- Medication Management
- Use of Restraints in Client Care
- Psychiatric Nurse Education
- Dual Registration and Licensure
- Charting and Documentation
- Preceptorship
- Critical Incident Stress Management
- 24 Hour Coverage in Special Care Homes

Moved: Kyla

Seconded: Penni

**Carried**

## 14. In-Camera

- Meeting entered In-Camera at 1138
- Meeting exited In-Camera at 1148

#### 15. Adjournment

- Motion to adjourn – Michelle
- Meeting adjourned at 1150