



Council Meeting

June 9, 2022

8:30 am to 4:00 pm

Council Meeting Serial #: 2022-03-June

MINUTES

Council Members Present:

Carol Legare RN, Chair
Noah Gatzke RN(NP), Chair-Elect
Irene Hamilton, Public Representative
Michelle Johnson RN (via Zoom)
Shakerah Jones-Hall RN
Cheryl Link, Public Representative
Lindsay Mulholland, Public Representative (via Zoom)
Anish Panicker RN
George Prosk, Public Representative
Martha Ross RN(NP)
Katherine Stansfield RN, CEO/Registrar, Ex-Officio Council Member, non-voting (virtual)

Council Member Regrets:

Rachel Ingels Bergman RN(NP)

College Staff Present In Person:

Leadership Team:

Deb Elias RN, Chief of Quality Practice
Diana Waterman, Chief Financial Officer
Suzanne Wowchuk RN, Chief of Regulatory Practices

Staff:

Peggy Aitchison, Admin Assistant, Quality Practice (in lieu of B Dotzlaw)
Liz Wong, Coordinator, Policy and Public Initiatives

College Staff Present via Zoom:

Marie Allan, Quality Practice Project Manager
Diane Genyk, RN, Quality Practice Consultant (in person/Zoom)
Benga Fakanye, Data Strategist
Bryan Buss, Controller
Samantha Cyr, Case Manager
Samantha Psoch, Case Manager
Rebecca Grima, Communications Specialist
Diana Heywood RN, Quality Practice Consultant
Heather Kolowca RN, Case Manager
Tracey Legary RN, Manager of Professional Conduct
Martin Lussier, Manager of Communications
Tammy Murdoch RN, Manager of Registration Services
Miranda Noel RN, Registration Advisor
Melva Nordquist, Coordinator, Professional Conduct
Carol Puchailo, RN(NP), Nursing Practice Specialist
Michael Sokolyk, RN Case Manager
Jason Trottier RN, Case Manager
Gus Gottfried, Communications Specialist

Consultants/Guests Present:

Jeff Hirsch, TDS Law, College Legal Counsel (via Zoom)

Members of the Public Present:

Two members of the public joined via Zoom

Recorder:

Peggy Aitchison, Administrative Assistant, Quality Practice (In Lieu of B Dotzlaw)

AGENDA ITEM #	AGENDA TOPIC	RELEVANT COUNCIL POLICY	DESCRIPTION / OVERVIEW	DISCUSSION / COUNCIL DECISION / MOTION	ACTIONS REQUIRED
1.0 CALL TO ORDER					
	Welcome & Roll Call	GP-17 Council Meeting Process and Minutes GP-2 Role of the Council and Council Chair	Carol Legare, Chair, called the Open Session of the June 9, 2022 Council meeting to order at 8:38 am and advised that quorum is present. # Council members present: 10 # Voting members: 10		
1.1	Land Acknowledgement Statement		Carol Legare, Chair, read the Land Acknowledgement Statement.		
1.2	Adoption of Agenda	GP-17 Council Meeting Process and Minutes		The June 9, 2022 agenda was approved by consensus as presented.	
1.3	Declarations Regarding Conflict of Interest	GP-3 Council Code of Conduct, Confidentiality and Conflict of Interest		There were no conflicts of interest brought forward,	
1.4	Introduction of New Council Member and College Staff			Carol Legare, Chair, welcomed Council member, Cheryl Link, Public Representative, Ministerial Appointment, to her first Council meeting. Carol Legare introduced the following new staff members: <ul style="list-style-type: none"> • Jaymie McGillis, Administrative Assistant, Registration Services & Reception • Niki Taylor, Registration Coordinator • Erica Thompson, Case Manager, Professional Conduct 	

				<p>Carol Legare announced the forthcoming retirement of</p> <ul style="list-style-type: none"> • Peggy Aitchison, Administrative Assistant, Quality Practice (September 2022) <p>Carol Legare also advised that this will be the last Council meeting for herself and Katherine Stansfield, CEO/Registrar.</p> <p>Carol's term as Council Chair ends on July 31, 2022 and Katherine's retirement is effective September 1, 2022.</p> <p>Noah Gatzke will assume the role of Council Chair on August 1, 2022 and Lindsay Mulholland will be the Chair-Elect effective August 1, 2022.</p>	
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2.0 CONSENT AGENDA

Item 2.6 *Practice Direction: Self-Employed Practice* was pulled from the Consent Agenda for further discussion.

2.1	March 10, 2022 Council Meeting Minutes	GP-17 Council Meeting Process and Minutes	The minutes were circulated to Council for review and approval.	<p>MOTION # 2022-06-09-01</p> <p>Moved by Shakerah Jones Hall Seconded by Irene Hamilton</p> <p>That the CRNM Council approve the Consent Agenda as presented and all the motions therein.</p> <p>All in favour CARRIED</p>	
2.2	June 3, 2022 Council E-Vote Minutes	GP-17 Council Meeting Process and Minutes	The minutes were circulated to Council for review and approval.		
2.3	Chair's Report	GP-2 Role of the Council and Council Chair	The Chair's Report was circulated for information purposes.	The Chair's Report is filed	
2.4	CEO/Registrar's Report	<p>EE-8 Communication and Support to the Council</p> <p>GP-18 Types of Information Provided to Council</p>	The CEO/Registrar's Report was circulated for information purposes.	The CEO/Registrar's Report is filed.	
2.5	Media Report	EE-8 Communication and Support to the Council	The Media Report was circulated for information purposes.		

2.6	Practice Direction: Self-Employed Practice		The briefing report <i>Practice Direction: Self-Employed Practice</i> was circulated to the Council for review and approval.	<p>Council held discussion.</p> <p>MOTION # 2022-06-09-02</p> <p>Moved by George Prosk Seconded by Noah Gatzke</p> <p>That the CRNM Council approve the Practice Direction: Self-Employed as presented</p> <p>All in favour CARRIED</p> <p>MOTION # 2022-06-09-03</p> <p>Moved by Irene Hamilton Seconded by Martha Ross</p> <p>That the CRNM Council approve the Health Profession Corporation Practice Direction change from a practice direction to a guidance document.</p> <p>All in favour CARRIED</p>	Include a link to PHIA in the document.
2.7	Risk Register Compliance Update		The Briefing Report <i>Enterprise Risk Management – Risk Register Update</i> was circulated to the Council for information purposes.		
3.0 ITEMS RELATED TO OFFICER REPORTS					
3.1	Appointment of AGM Scrutineers		The Briefing Report <i>Appointment of AGM Scrutineers</i> was circulated to the Council for review and approval	<p>Council held discussion.</p> <p>MOTION # 2022-06-09-04</p> <p>Moved by Anish Panicker Seconded by Martha Ross</p> <p>That the CRNM Council appoint the following public representatives on Council as scrutineers for the 2022 Annual General Meeting on June 10, 2022:</p> <ul style="list-style-type: none"> • Irene Hamilton, • George Prosk • Lindsay Mulholland <p>Irene Hamilton will be the Chief Scrutineer.</p> <p>All in favour. CARRIED</p>	

3.2	AGM Motions		The Briefing Report <i>AGM Motions</i> was circulated to the Council for information purposes.	Council held discussion.	
3.3	2021 Annual Report		The Briefing Report <i>2021 Annual Report</i> was circulated to the Council for information purposes.	Council held discussion.	
4.0	ENTERPRISE RISK MANAGEMENT				
4.1	Risk Register Update		The briefing report <i>Enterprise Risk Management – Risk Register Update</i> was circulated to the Council for review and approval. Diana Waterman, CFO, provided a verbal overview of the report.	Council held discussion. MOTION # 2022-06-09-05 Moved by Irene Hamilton Seconded by George Prosk That the CRNM Council approve the updated Risk Register for 2022 as presented. All in favour CARRIED	
5.0	PUBLIC BENEFIT POLICY MONITORING				
5.1	PB-1 Public Benefit Policy – Q1 Monitoring Report (2022)	PB-1 Public Benefit Policy	The briefing report <i>2022 Strategic Priorities Scorecard – Quarter 1 Results</i> was circulated to the Council for information purposes. Katherine Stansfield, CEO/Registrar, and the Leadership Team (Deb Elias, Diana Waterman and Suzanne Wowchuk) provided a verbal overview.	Council held discussion.	

6.0	EXECUTIVE EXPECTATIONS POLICY MONITORING				
6.1	EE-9 Emergency Executive Succession - Annual Monitoring Report (2021-2022)		<p>The briefing report <i>Monitoring Report: EE-9 Emergency Executive Succession Planning</i> was circulated to the Council for review and approval.</p> <p>Katherine Stansfield, CEO/Registrar provided an overview of the report.</p>	<p>Council held discussion.</p> <p>MOTION # 2022-06-09-06</p> <p>Moved by Martha Ross Seconded by Noah Gatzke</p> <p>That the CRNM Council approve EE-9 Emergency Executive Succession Planning as a clear and understandable monitoring report, that outlines reasonable interpretations and evidence that shows compliance with policy.</p> <p>All in favour. CARRIED</p>	The document should reflect the date of reporting as 2022 not 2019.
6.2	EE-8 Communication and Support to Council - Annual Monitoring Report (2021-2022)		<p>The briefing report <i>Monitoring Report: EE-8 Communication and Support to the Council</i> was circulated to the Council for review and approval.</p> <p>Katherine Stansfield, CEO/Registrar provided an overview of the report.</p>	<p>Council held discussion.</p> <p>MOTION # 2022-06-09-07</p> <p>Moved by Irene Hamilton Seconded by Martha Ross</p> <p>That the CRNM Council approve EE-8 Communication and Support to the Council as a clear and understandable monitoring report, that outlines reasonable interpretations and evidence that shows compliance with policy</p> <p>All in favour. CARRIED</p>	
6.3	EE-12 Professional Conduct - Part II (Survey Results)		<p>The briefing report <i>Monitoring of CRNM Council Policy EE-12 Regulatory Processes – Registration Files Professional Conduct Survey</i> was circulated to the Council for review and approval.</p> <p>Suzanne Wowchuk, Chief of Regulatory Practices, provided a verbal overview of the report.</p> <p>It was noted that anecdotal evidence indicates CRNM is</p>	<p>Council held discussion.</p> <p>MOTION # 2022-006-09-08</p> <p>Moved by Irene Hamilton Seconded by Shakerah Jones Hall</p> <p>That the CRNM Council approve the updated EE-12 Regulatory Practices 2022 Monitoring Report – Professional Conduct as clear and understandable that outlines reasonable interpretation and evidence that shows compliance with policy EE-12.</p> <p>All in favour. CARRIED</p>	

			a leader in this field.		
6.4	EE-12 Professional Conduct - Action Plan		<p>The briefing report <i>Council Policy EE-12 Review Regulatory Processes – Professional Conduct Action Plan</i> was circulated to the Council for review and approval.</p> <p>Suzanne Wowchuk, Chief of Regulatory Practices, provided a verbal overview of the report.</p>	<p>Council held discussion.</p> <p>MOTION # 2022-06-09-09</p> <p>Moved by Anish Panicker Seconded by Martha Ross</p> <p>That the CRNM Council approve the EE-12 Regulatory Practices Action Plan – Professional Conduct as a reasonable and appropriate way to address the review completed by Deanna Williams.</p> <p>All in favour. CARRIED</p>	The Governance Committee to consider whether an external review of council policies (similar to the review conducted on College operational policies, in keeping with EE-12 monitoring) should be conducted.
6.5	EE-12 Registration - Action Plan		<p>The briefing report <i>Council Policy EE-12 Regulatory Processes Action Plan – Registration</i> was circulated to Council for review and approval.</p> <p>Suzanne Wowchuk, Chief of Regulatory Practices, provided a verbal overview of the report.</p>	<p>Council held discussion.</p> <p>MOTION # 2022-06-09-10</p> <p>Moved by George Prosk Seconded by Noah Gatzke</p> <p>That the CRNM Council approve the EE-12 Regulatory Practices Action Plan – Registration as a reasonable and appropriate way to address the review completed by Deanna Williams.</p> <p>All in favour. CARRIED</p>	
6.6	EE-7 Interaction with the Public and Registrants (Interpretation)		<p>The briefing report <i>Interpretation Report: EE-7 Interactions with the Public and the Registrants</i> was circulated to the Council for review and approval.</p> <p>Katherine Stansfield, CEO/Registrar provided an overview of the report.</p>	<p>Council held discussion.</p> <p>MOTION # 2022-06-09-11</p> <p>Moved by Irene Hamilton Seconded by Shakerah Jones Hall</p> <p>That the CRNM Council approve EE-7 Interactions with the Public and the Registrants as a clear and understandable interpretation of the policy that outlines reasonable interpretations and evidence of compliance with policy</p> <p>All in favour. CARRIED</p>	
7.0	GENERATIVE DISCUSSION				
7.1	Review and Reflections on the Last 6 Years		Carol Legare, Council Chair provided a presentation on A	Council held discussion.	

			<p><i>Long & Winding Road (2016 -2022)</i></p> <p>and Katherine Stansfield, CEO/Registrar provided a presentation on <i>CRNM 2015-2022: Reflections and a Crystal Ball 2022.</i></p>		
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8.0	COUNCIL RECOGNITION AND PHOTO				
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			<p>Carol Legare, Council Chair, advised that the following Council members' terms will be ending on July 31, 2022:</p> <ul style="list-style-type: none"> • Carol Legare • Michelle Johnson • George Prosk <p>She thanked them for their commitment and hard work in ensuring the College meets its mandate to regulate registered nursing practice in a way that serves and protects the public interest.</p> <p>The College has donated to the charity of the outgoing Council members' choice in lieu of tangible gifts.</p>	<p>Council held discussion.</p> <p>Carol Legare reflected on Council's recognition of Katherine Stansfield's legacy as CEO/Registrar.</p> <p>Council's key word descriptions included:</p> <ul style="list-style-type: none"> • Organized with attention to detail • Pragmatic • Supportive of work culture • Mentor to Leadership Team and staff and council members • Welcoming • Helpful to assist all to do their best • Providing supportive positive work culture • Role Model of grace under fire <p>Katherine embodies professional leadership and is an outstanding manager as well.</p> <p>Best wishes were expressed to Katherine Stansfield on her retirement.</p> <p>The Council expressed their gratitude and appreciation for the effective leadership and guidance from Carol Legare in her role as Chair of Council.</p>	
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9.0 COMMITTEE REPORTS					
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9.1	Governance Committee Report				
		GP-4.4 Governance Committee Terms of Reference	The Governance Committee Report was circulated to the Council for information purposes.	The Governance Committee Report is filed.	

			Noah Gatzke, Governance Committee Chair, provided a verbal overview of the report.	
9.1.1	GP-22 Complaints about the CEO/Registrar		The Briefing Report <i>GP-22 Complaints about the CEO/Registrar</i> was circulated to the Council for review and approval. Noah Gatzke provided a verbal overview of the report.	Council held discussion. MOTION # 2022-06-09-12 Moved by Noah Gatzke on behalf of the Governance Committee That the CRNM Council approve revisions to policy GP-22 Complaints about the CEO/Registrar as presented. All in favour CARRIED
9.1.2	GP-21 Enterprise Risk Management		The Briefing Report <i>GP-21 Enterprise Risk Management</i> was circulated to the Council for review and approval. Noah Gatzke provided a verbal overview of the report.	Council held discussion. MOTION # 2022-06-09-13 Moved by Noah Gatzke on behalf of the Governance Committee That the CRNM Council approve revisions to policy GP-21 Enterprise Risk Management as presented. All in favour CARRIED
9.1.3	CR-6 Council Obligation to the CEO/Registrar		The Briefing Report <i>CR-6 Council Obligation to the CEO/Registrar</i> was circulated to the Council for review and approval. Noah Gatzke provided a verbal overview of the report.	Council held discussion. MOTION # 2022-06-09-14 Moved by Noah Gatzke on behalf of the Governance Committee That the CRNM Council approve revisions to policy CR-6 Council Obligation to the CEO/Registrar as presented. All in favour CARRIED
9.1.4	GP-3 Council Code of Conduct, Confidentiality and Conflict of Interest		The Briefing Report <i>GP-3 Council Code of Conduct, Confidentiality and Conflict of Interest</i> was circulated to the Council for review and approval.	Council held discussion. MOTION # 2022-06-09-15 Moved by Noah Gatzke on behalf of the Governance Committee That the CRNM Council approve revisions to policy GP-3 Code of Conduct, Confidentiality and Conflict of Interest as presented.

			Noah Gatzke provided a verbal overview of the report.	All in favour CARRIED	
9.1.5	EE-2 Human Resources		The Briefing Report <i>EE-2 Human Resources</i> was circulated to the Council for review and approval. Noah Gatzke provided a verbal overview of the report.	Council held discussion. MOTION # 2022-06-09-16 Moved by Noah Gatzke on behalf of the Governance Committee That the CRNM Council approve revisions to policy EE-2 Human Resources as presented. All in favour CARRIED	
9.2	Council Selection Panel Report				
	GP-4.9: Council Member Selection Committee (Terms of Reference)		The Briefing Report <i>Council Selection Process Recommendations</i> was circulated to the Council for information purposes. Lindsay Mulholland provided a verbal overview of the report.	Council held discussion. Thanks was expressed to the Policy and Public Initiatives staff for setting up the process to ensure qualified applicants were secured to enable Council to continue its ongoing mandate. Thanks was also expressed to the Selection Committee (Council based) who carried out the process.	
9.3	Appointments Committee Report				
		GP-4.1 Appointments Committee Terms of Reference	The Appointments Committee Report was circulated to the Council for review and approval. Michelle Johnson, Appointments Committee Chair, provided a verbal overview of the report. It was explained that on May 31, 2022, the CRNM Council voted by electronic vote in favour of approving the following appointments to Council for a three-year term	The Appointments Committee Report is filed. MOTION # 2022-06-09-17 Moved by Michelle Johnson on behalf of the Appointments Committee: That the CRNM Council approve the appointment of Erica Thompson, Case Manager, Professional Conduct, as an Investigator All in favour. CARRIED	

			<p>starting on August 1, 2022:</p> <ul style="list-style-type: none"> • Kenneth Molloy, Public Representative • Dawn Harris, Public Representative • Cynthia Taylor, Registered Nurse 		
9.4	Finance Committee Report				
		GP-4.3 Finance Committee Terms of Reference.	<p>The Finance Committee Report was circulated to the Council for information purposes.</p> <p>George Prosk, Finance Committee Chair, provided a verbal overview of the report.</p>	The Finance Committee Report is filed.	
9.4.1	EE-3 Financial Planning / Execution / Condition (Quarterly Monitoring Report)		<p>The Briefing Report <i>EE-3 Financial Planning / Execution / Condition – Quarterly Monitoring Report for the Period Ended March 31, 2022</i> was circulated to the Council for review and approval.</p> <p>Bryan Buss, Controller, provided a presentation on <i>Q1 2022 Financial Update</i>.</p> <p>Katherine Stansfield provided a verbal overview of the briefing report.</p>	<p>Council held discussion.</p> <p>MOTION # 2022-06-09-18</p> <p>Moved by George Prosk on behalf of the Finance Committee</p> <p>That the CRNM Council approve the quarterly EE-3 Financial Planning/Execution/Condition Monitoring Report for the period ended March 31, 2022 as presented.</p> <p>All in favour CARRIED</p>	
10.0 COUNCIL SELF – MONITORING					
10.1	GP-23 Council Policy Development/Updating /Approval	GP-6 Council Planning Cycle and Strategic Agenda	The briefing report <i>GP-23 Council Policy Development /</i>	<p>MOTION # 2022-06-09-19</p> <p>Moved by Shakerah Jones Hall</p>	

		GP-28 Council Policy Development / Updating / Approval	<i>Updating / Approval</i> to Council for review and approval. Martha Ross provided an overview of the report.	Seconded by Anish Panicker That the CRNM Council approve the monitoring report for GP-23 Council Policy Development /Updating/Approval as showing reasonable evidence of compliance with policy. All in favour CARRIED	
10.2	GP-8 Council Ownership Linkage (Interpretation)	GP-6 Council Planning Cycle and Strategic Agenda GP-28 Council Policy Development / Updating / Approval	The briefing report <i>Interpretation of GP-8 Council Ownership Linkage</i> was circulated to Council for review and approval. Lindsay Mulholland, public representative Council member, provided an overview of the report.	MOTION # 2022-06-09-20 Moved by Martha Ross Seconded by Irene Hamilton That the CRNM Council approve the 2022 interpretation of GP-8 Council Ownership Linkages as presented. All in favour. CARRIED.	
10.3	GP-20 Council Effectiveness Evaluation (Interpretation)	GP-6 Council Planning Cycle and Strategic Agenda GP-28 Council Policy Development / Updating / Approval	The briefing report <i>GP-20 Council Effectives Evaluation – 2022 Interpretation</i> was circulated to Council for review and approval. Irene Hamilton, public representative Council member, provided an overview of the report.	MOTION # 2022-06-09-21 Moved by Irene Hamilton Seconded by Noah Gatzke That the CRNM Council approve the 2022 interpretation of GP-20 Council Effectiveness Evaluation as presented. All in favour. CARRIED.	
11.0 CLOSED SESSION					
		GP-17 Council Meeting Process and Minutes	The Council held a Closed Session from 2:10 pm to 3:50 pm Council held the Closed Session to discuss the following topics: <ul style="list-style-type: none"> • IEN issues • Legal Matters Update 	MOTION # 2022-006-09-22 Moved by Martha Ross Seconded by Anish Panicker That the CRNM Council move into Closed Session. All in favour CARRIED	
11.1	Decisions from Closed Session			There were no decisions from the Closed Session to bring forward to the public minutes.	

Staff members were excused from the Closed Session prior to the start of the Restricted In-Camera Session

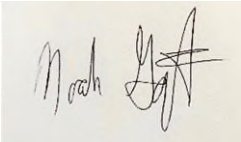

12.0 RESTRICTED IN-CAMERA SESSION

		GP-17 Council Meeting Process and Minutes	The Council held a Restricted In-Camera Session from 3:17 pm – 4:00 pm Council held the In-Camera Session to discuss the following topic: <ul style="list-style-type: none"> • CEO/Registrar Performance Evaluation 	<p>MOTION # 2022-06-09-23</p> <p>Moved by Anish Panicker Seconded by Irene Hamilton</p> <p>That the CRNM Council move into a Restricted In-Camera Session.</p> <p>All in favour CARRIED</p>	
10.1	Decisions from the Restricted In-Camera Session	GP-17 Council Meeting Process and Minutes	There were no decisions from the Restricted In-Camera Session to bring forward to the public minutes.		

11.0 ADJOURNMENT

			Carol Legare, Chair, adjourned the June 9, 2022 Council Meeting at 4:00 pm		
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APPROVAL OF JUNE 9, 2022 COUNCIL MEETING MINUTES

			Approved by Council on September 15, 2022.	 <hr/> Noah Gatzke, Council Chair  <hr/> Deb Elias, CEO/Registrar <i>Use of electronic signatures have been approved.</i>
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