



Council Meeting

December 9, 2021

10:15 am to 4:34 pm

Virtual Meeting Via Zoom

Council Meeting Serial #: 2021-04-December

Minutes

Council Members Present:

Carol Legare RN, Chair
Noah Gatzke RN(NP)
Irene Hamilton, Public Representative
Rachel Ingels Bergman RN(NP) *(From 10:15 am – 11:15 am. Re-joined 1:30 pm to 4:34 pm)*
Michelle Johnson RN
Shakerah Jones-Hall RN *(From 10:15 am – 12:30 pm)*
Lindsay Mulholland, Public Representative
Anish Panicker RN
George Prosk, Public Representative
Martha Ross RN(NP)
Katherine Stansfield RN, CEO/Registrar, Ex-Officio Council Member, non-voting

Council Member Regrets:

None

College Staff Present:

Leadership Team:

Deb Elias RN, Chief of Quality Practice
Lori Darragh, Sr. Consultant, Policy & Public Initiatives
Diana Waterman, Chief Financial Officer
Suzanne Wowchuk RN, Chief of Regulatory Practices

Staff:

Marie Allan, Quality Practice Project Manager
Bryan Buss, Controller
Birgit Dotzlaw, Executive Assistant
Benga Fakayne, Data Strategist
Diane Genyk, Quality Practice Advisor
Diana Heywood, Quality Practice Consultant
Tracey Legary, Manager of Professional Conduct
Allison Leveque, Quality Practice Consultant
Tammy Murdoch, Manager of Registration Services
Martin Lussier, Manager of Communications
Miranda Noel RN, Registration Advisor
Carol Puchailo, RN(NP), Nursing Practice Specialist
Jason Trottier, Case Manager

Consultants/Guests Present:

None

Members of the Public Present:

Livestream broadcast made available to the public

Recorder: Birgit Dotzlaw, Executive Assistant

| AGENDA ITEM # | AGENDA TOPIC | RELEVANT COUNCIL POLICY | DESCRIPTION / OVERVIEW | DISCUSSION / COUNCIL DECISION / MOTION | ACTIONS REQUIRED |
|-------------------------------------|-----------------|---|---|--|---------------------|
| 1.0 CLOSED SESSION | | | | | |
| | | GP-17 Council Meeting Process and Minutes | <p>Carol Legare, Chair, called the December 9, 2021 Council meeting to order at 8:33 am.</p> <p>Council went into a Closed Session from 8:33 am – 8:46 am</p> <p>The Council held the Closed Session to discuss the following topic:</p> <ul style="list-style-type: none"> • Labour Mobility and Clinical Competence Assessments. | <p>MOTION # 2021-12-09-01</p> <p>Moved by Michelle Johnson Seconded by Noah Gatzke</p> <p>That the CRNM Council move into Closed and In-Camera Sessions.</p> <p>All in favour CARRIED</p> | |
| 2.0 CLOSED SESSION DECISIONS | | | | | |
| | | GP-17 Council Meeting Process and Minutes | Closed Session decisions to be brought forward to the public meeting minutes. | There were no decisions from the December 9, 2021 Closed Session to bring forward to the public meeting minutes. | |
| 3.0 IN-CAMERA SESSION | | | | | |
| | | GP-17 Council Meeting Process and Minutes | <p>The Council held an In-Camera session 8:47 am – 9:55 am to discuss the following topics:</p> <ul style="list-style-type: none"> • CEO/Registrar Performance • Chair-Elect Nomination Process • Legal Matters Updates | | |
| 4.0 IN-CAMERA DECISIONS | | | | | |
| | | GP-17 Council Meeting Process and Minutes | In-Camera decisions to be brought forward to the public meeting minutes. | <p>MOTION # 2021-12-09-01-IC</p> <p>Moved by Carol Legare on behalf of the CEO/Registrar Performance Committee</p> <p>That the CRNM Council accept the MNP proposal for CEO/Registrar recruitment.</p> <p>All in favour CARRIED</p> | |

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| | | | | <p>MOTION # 2021-12-09-02-IC</p> <p>Moved by Carol Legare on behalf of the CEO/Registrar Performance Committee</p> <p>That the CRNM Council approve the proposed high-level plan in principle for the recruitment of the CEO/Registrar successor.</p> <p>All in favour CARRIED</p> <p>MOTION # 2021-12-09-03-IC</p> <p>Moved by George Prosk Seconded Irene Hamilton</p> <p>That the CRNM Council approve that the College ask Deanna Williams to participate on the CEO/Registrar Interview Committee</p> <p>All in favour CARRIED</p> <p>MOTION # 2021-12-09-04 -IC</p> <p>Moved by Martha Ross Seconded by George Prosk</p> <p>That the CRNM Council pursue the implementation of the Chair-Elect nomination and voting process in accordance with the proposed target timelines.</p> <p>All in favour CARRIED</p> | |
| | Council rose from the Closed and In-Camera Sessions at 9:55 am | | <p>MOTION # 2021-12-09-02</p> <p>Moved by Michelle Johnson Seconded by Noah Gatzke</p> <p>That the CRNM Council rise from the Closed and In-Camera Sessions.</p> <p>All in favour CARRIED</p> | | |
| 5.0 OPEN SESSION – 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 December 9, 2021 Council meeting to order at 10:15 am and | Carol Legare also advised that the Council meeting is being livestreamed for members of the public. Carol Legare advised of several upcoming staffing changes at the College: | |

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| | | | <p>advised that quorum is present.</p> <p># Council members present: 10</p> <p># Voting members: 10</p> | <ul style="list-style-type: none"> • Katherine Stansfield, CEO/Registrar, has announced her retirement, effective September 1, 2022. • Sandra Gilbert, Administrative Assistant, Policy and Public Initiatives, will be retiring effective December 31, 2021. • Allison Leveque, Quality Practice Consultant, will be leaving the College at the end of the year and Diane Genyk, who is currently a Quality Practice Advisor, will move into this position. • The College has hired a new employee, Belinda Herner, to fill the role vacated by Diane Genyk. Belinda will be joining the College December 13, 2021 <p>Congratulations to all of these individuals.</p> | |
| 5.1 | Land Acknowledgement Statement | | Carol Legare, Chair, read the Land Acknowledgement Statement | | |
| 5.2 | Adoption of Agenda | GP-17 Council Meeting Process and Minutes | | The December 9, 2021 agenda was approved by consensus as presented. | |
| 5.3 | Declarations Regarding Conflict of Interest | GP-3 Council Code of Conduct, Confidentiality and Conflict of Interest | | <p>Lindsay Mulholland inquired whether there would be a potential conflict of interest for her regarding agenda item # 7.1 <i>Red River College Polytech Registered Nurse Re-Entry Program (NREP) Review</i>.</p> <p>She advised that she is an instructor at Red River College Polytech, however she has no association with the nursing education department and has not seen this information through her work role.</p> <p>After discussion, Council consensus was that this would not represent a conflict of interest and Ms. Mulholland could participate in the discussion.</p> | |

6.0 CONSENT AGENDA

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| | There were no items pulled from the Consent Agenda for further discussion. | | | | |
| 6.1 | September 16, 2021 Council Meeting Minutes | GP-17 Council Meeting Process and Minutes | The minutes were circulated to Council for review and approval. | <p>MOTION # 2021-12-09-03</p> <p>Moved by Noah Gatzke Seconded by George Prosk</p> <p>That the CRNM Council approve the Consent Agenda as presented and all the motions therein.</p> <p>All in favour CARRIED</p> | |
| 6.2 | August 5, 2021 E-Vote Minutes | GP-17 Council Meeting Process and Minutes | <p>The minutes were circulated to Council for review and approval.</p> <p>The E-Vote was conducted in order to approve re-appointments to the Finance and Governance Committees</p> | | |
| 6.3 | September 21, 2021 E-Vote Minutes | GP-17 Council Meeting Process and Minutes | <p>The minutes were circulated to Council for review and approval.</p> <p>The E-Vote was conducted in order to approve the amendments to the CRNM General Regulation</p> | | |
| 6.4 | 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 | |
| 6.5 | 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. | |
| 6.6 | Media Report | EE-8 Communication and Support to the Council | The Media Report was circulated for information purposes. | | |
| 6.7 | Practice Direction re: Criteria for Reserved Acts Requiring Additional Education | | The briefing report <i>Practice Direction: Criteria for Reserved Acts</i> | <p>Recommended motion:</p> <p>That the CRNM Council approve the Practice Direction: <i>Criteria for</i></p> | |

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| | | | <i>that Require Additional Education</i> was circulated to the Council for review and approval. | <i>Reserved Acts Requiring Additional Education</i> as presented. | |
| 6.8 | Risk Register Update | | The briefing report <i>Enterprise Risk Management – Risk Register Update</i> was circulated to the Council for information purposes | | |

7.0 ITEMS RELATED TO OFFICER REPORTS

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| 7.1 | Red River College Polytech Registered Nurse Re-Entry Program (NREP) Review | GP-17 Council Meeting Process and Minutes | <p>The Briefing Report <i>Red River College Registered Nurse Re-Entry Program Review</i> was circulated to the Council for review and approval.</p> <p>Diana Heywood, Quality Practice Consultant, attended the meeting on behalf of Josie Bolianatz, Chair of the Education Program Committee, and provided a verbal overview of the report.</p> | <p>Council held discussion.</p> <p>MOTION # 2021-12-09-04</p> <p>Moved by Noah Gatzke Seconded by Anish Panicker</p> <p>That the CRNM Council approve the Red River College Polytech Nurse Re-Entry Program (NREP) for a 3-year period from January 1, 2022 to December 31, 2024 with the following to be reported in annual reports:</p> <p>I Plan: c) Stakeholder consultation, including input from the Indigenous community, is captured and applied to inform the curriculum</p> <p>III Resources: e) Nursing program supports research and scholarship that contribute to development of nursing knowledge and delivery of nursing education</p> <p>All in favour CARRIED</p> | |
| 7.2 | Authorized Prescriber Next Steps | | <p>The Briefing Report <i>Authorized Prescriber Transition Project</i> was circulated to the Council for review and approval.</p> <p>Deb Elias, Chief of Quality Practice, provided an overview of the report.</p> | <p>Council held discussion.</p> <p>MOTION # 2021-12-09-05</p> <p>Moved by Rachel Ingels Bergman Seconded by Irene Hamilton</p> <p>That the CRNM Council approve the proposed amendment to section 2.23(1) (a) of the General Regulation and recommend to government that it be amended as follows:</p> | |

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| | | | | <p>2.23(1) To obtain the notation "(authorized prescriber)" on a registered nurse's certificate of practice, the member must establish that he or she has</p> <p>(a) successfully completed a course of instruction or approved prior learning assessment and any required course of instruction as a result of the assessment in the approved competencies for practice as a registered nurse (authorized prescriber); and</p> <p>All in favour CARRIED</p> | |
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8.o GENERATIVE DISCUSSION – ENVIRONMENTAL SCAN

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| 8.1 | Indigenous Cultural Sensitivity and Humility Initiatives: Environmental Scan of Regulators | GP-18 Types of Information Provided to Council | Diana Heywood, Quality Practice Consultant and Co-Chair of the College's Indigenous Cultural Sensitivity and Humility Group, provided a presentation on <i>Commitment Statements to Reconciliation: Scan of Regulators, Dec 9, 2021</i> | <p>Carol Legare advised that all College staff and Council members have completed the <i>Manitoba Indigenous Cultural Safety Training</i> (MICST).</p> <p>Council was asked to discuss the presentation from 3 different perspectives:</p> <ol style="list-style-type: none"> 1) Perspective: <i>Member of the Public</i> <ul style="list-style-type: none"> • What stands out for you? • Thinking as a member of the public, what role can you take? • Thinking as a member of the public, what role do you think Council can take? 2) Perspective: <i>Practicing Registered Nurse</i> <ul style="list-style-type: none"> • What stands out for you? • Thinking as a practicing registered nurse, what role can you take? • Thinking as a practicing registered nurse, what role do you think Council can take? 3) Perspective: <i>Regulator</i> <ul style="list-style-type: none"> • What stands out for you? • Thinking as a regulator, what role can you take? | <p>Further discussions to take place at the Council Retreat on February 17, 2022.</p> <p>Provide further updates at Council meetings on the College's Indigenous Cultural Sensitivity and Humility Initiatives.</p> |
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| | | | | <ul style="list-style-type: none"> Thinking as a regulator, what role do you think Council can take? <p>Council held discussion.</p> | |
| 9.0 COMMITTEE REPORTS | | | | | |
| 9.1 | Governance Committee Report | | | | |
| | | GP-4.4 Governance Committee Terms of Reference | <p>The Governance Committee Report was circulated to the Council for information purposes.</p> <p>Irene Hamilton, Governance Committee member, provided a verbal overview of the report.</p> | The Governance Committee Report is filed. | |
| 9.1.2 | Council Selection Process | | <p>The Briefing Report <i>Council Selection Process</i> was circulated to the Council for review and approval.</p> <p>Irene Hamilton provided a verbal overview of the report.</p> <p>Lori Darragh, Sr. Consultant, Policy and Public Initiatives provided an overview of the Skills Matrix.</p> | <p>Council held discussion.</p> <p>MOTION # 2021-12-09-06</p> <p>Moved by Irene Hamilton on behalf of the Governance Committee</p> <p>That the CRNM Council approve the Council Selection Timelines as presented.</p> <p>All in favour CARRIED</p> <p>MOTION # 2021-12-09-07</p> <p>Moved by Irene Hamilton on behalf of the Governance Committee</p> <p>That the CRNM Council approve the Terms of Reference for the Council Member Selection Panel as presented.</p> <p>All in favour CARRIED</p> <p>MOTION # 2021-12-09-08</p> <p>Moved by Irene Hamilton on behalf of the Governance Committee</p> <p>That the CRNM Council approve the Selection Criteria as presented.</p> <p>All in favour CARRIED</p> | |

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| 9.1.3 | EE-10 Public Image | | The Briefing Report <i>EE-10 Public Image</i> was circulated to the Council for review and approval. | <p>MOTION # 2021-12-09-09</p> <p>Moved by Irene Hamilton on behalf of the Governance Committee</p> <p>That the CRNM Council approve the revisions to EE-10 Public Image as presented.</p> <p>All in favour CARRIED</p> | |
| 9.1.4 | GP-5 Council and Committee Expenses | | The Briefing Report <i>GP-5 Council and Committee Expenses</i> was circulated to the Council for review and approval. | <p>MOTION # 2021-12-09-10</p> <p>Moved by Irene Hamilton on behalf of the Governance Committee</p> <p>That the CRNM Council approve the revisions to policy GP-5 Council and Committee Expenses as presented</p> <p>All in favour CARRIED</p> | |
| 9.1.5 | Council Effectiveness Self-Evaluation Results | | The Briefing Report <i>2020/2021 Council Effectiveness Self-Evaluation</i> was circulated to the Council for information purposes. | <p>Council reviewed the results of the <i>2020/21 Council Effectiveness Self-Evaluation</i>, a process required by GP-20.</p> <p>It was noted that the results of the evaluation were very positive. The results of this evaluation will be used to help inform the 2022 Council Effectiveness action plan.</p> | Use the results from the <i>2020/21 Council Effectiveness Self-Evaluation</i> to inform the 2022 Council Effectiveness Action Plan. |
| 9.2 | Appointments Committee Report | | | | |
| | | GP-4.1 Appointments Committee Terms of Reference | <p>The Appointments Committee Report was circulated to the Council for review and approval.</p> <p>Noah Gatzke, Appointments Committee Chair, provided a verbal overview of the report.</p> | <p>The Appointments Committee Report is filed.</p> <p>MOTION # 2021-12-09-11</p> <p>Moved by Noah Gatzke on behalf of the Appointments Committee:</p> <p>That the CRNM Council approve the following appointment and reappointments:</p> <ol style="list-style-type: none"> 1. That Tara Silvaggio, Public Representative be re-appointed to a 2nd term to the Complaints Investigation Committee 2. That Heather Falk, RN be appointed to the Complaints Investigation Committee 3. That Sheresse Weekes, RN, current 1st term member of the committee be appointed as Co-Chair to the Complaints Investigation Committee | |

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| | | | | <p>4. That Jennifer Colvine, RN, current 2nd member of the committee be appointed to Vice-Chair to the Inquiry Committee</p> <p>5. That Anne-Marie Brown, RN, be appointed to the Inquiry Committee effective March 1, 2022.</p> <p>6. That Lindsay Mulholland, Public Representative be appointed to the Committee on CEO/Registrar Performance</p> <p>7. That Irene Hamilton, Public Representative, current member of the Committee, be appointed Interim Chair to the Governance Committee due to vacancy in this position following the resignation of Chair-Elect. Appointment as Chair of Governance Committee through to March 10, 2022.</p> <p>All in favour CARRIED</p> | |
| 9.3 | 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. | |
| 9.3.1 | 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 September 30, 2021</i> was circulated to the Council for review and approval.</p> | <p>Council held discussion.</p> <p>MOTION # 2021-12-09-12</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 September 30, 2021 as presented.</p> <p>All in favour CARRIED</p> | |



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| 9.3.2 | 2022 Operating Budget | EE-3 Financial Planning / Execution / Condition | <p>The Briefing Report <i>2022 Operating and Capital Budgets</i> was circulated to the Council for review and approval.</p> <p>Bryan Buss, Controller, provided a presentation on <i>2022 Budget Presentation (Dec 9, 2021)</i></p> | <p>Council held discussion.</p> <p>MOTION # 2021-12-09-13</p> <p>Moved by George Prosk on behalf of the Finance Committee</p> <p>That the CRNM Council approve the negative cash flow of \$245,271 presented in the 2022 budget.</p> <p>All in favour CARRIED</p> | |
| 9.3.3 | 2022 Council Budget | EE-3 Financial Planning / Execution / Condition | <p>The Briefing Report <i>2022 Council Budget</i> was circulated to the Council for review and approval.</p> <p>Bryan Buss, Controller, provided a verbal overview of the report.</p> | <p>MOTION # 2021-12-09-14</p> <p>Moved by George Prosk on behalf of the Finance Committee</p> <p>That the CRNM Council approve the 2022 Council Budget reflecting total expenses of \$102,226 and a deficit of \$85,297 as presented</p> <p>All in favour CARRIED</p> | |
| 10.0 PUBLIC BENEFIT POLICY MONITORING | | | | | |
| 10.1 | 2021 Strategic Priorities Scorecard – Quarter 2 Results | PB-1 Public Benefit Policy | <p>The Briefing Report <i>2021 Strategic Priorities Scorecard – Quarter 3 Results</i> was circulated to the Council for information purposes.</p> <p>Katherine Stansfield, CEO/Registrar, provided a verbal overview of the report.</p> <p>Members of the Leadership Team provided updates on the individual departmental WIGs (Wildly Important Goals) for Quarter 3, 2021.</p> | <p>Council held discussion.</p> | |

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| 10.2 | 2022 Public Benefit Policy Interpretation | PB-1 Public Benefit Policy | <p>The Briefing Report <i>2022 Public Benefit Policy Interpretation</i> was circulated to the Council for review and approval.</p> <p>Katherine Stansfield and members of the Leadership Team and College staff provided a presentation on <i>Strategic Framework 2019-2023 Interpretation of Public Benefit Policy: 2022 WIGS (Dec 9, 2021)</i></p> | <p>Council held discussion.</p> <p>MOTION # 2021-12-10-15</p> <p>Moved by Irene Hamilton Seconded by Michelle Johnson</p> <p>That the CRNM Council approve the interpretation of the 2022 implementation of the Public Benefit Policy as presented, as a reasonable and achievable plan to achieve the overall goals in 2023</p> <p>All in favour CARRIED</p> | |
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11.0 EXECUTIVE EXPECTATIONS POLICY MONITORING / INTERPRETATION

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| 11.1 | EE-12 Regulatory Processes (Practice Directions) - Interpretation | | <p>The Briefing Report <i>Interpretation of EE-12 Regulatory Processes – Practice Directions</i> was circulated to the Council for review and approval.</p> <p>Katherine Stansfield, CEO/Registrar, provided a verbal overview of the report.</p> | <p>MOTION # 2021-12-10-16</p> <p>Moved by Martha Ross Seconded by George Prosk</p> <p>That the CRNM Council approve the policy interpretation of EE-12 Regulatory Processes – Practice Directions as an understandable report and that the interpretation is a reasonable demonstration of compliance with EE-12.</p> <p>All in favour CARRIED</p> | |
| 11.2 | EE-6 Investment Policy – Interpretation | | <p>The Briefing Report <i>Interpretation of EE-6 Investment Policy</i> was circulated to the Council for review and approval.</p> <p>Diana Waterman, Chief Financial Officer, provided a verbal overview of the report.</p> | <p>MOTION # 2021-12-10-17</p> <p>Moved by Noah Gatzke Seconded by Michelle Johnson</p> <p>That the CRNM Council approve the policy interpretation of EE-6 Investment Policy as an understandable report and that the interpretation is a reasonable demonstration of compliance with EE-6.</p> <p>All in favour CARRIED</p> | |

| 12.0 COUNCIL POLICY MONITORING | | | | | |
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| 12.1 | CR-2 Monitoring Executive Performance | GP-6 Council Planning Cycle and Strategic Agenda GP-28 Council Policy Development / Updating / Approval | The Briefing Report <i>CR-2 Monitoring Executive Performance – Interpretation and Monitoring Report</i> was circulated to Council for review and approval. George Prosk, public representative Council member, provided an overview of the report. | MOTION # 2021-12-09-18 Moved by Anish Panicker Seconded by Martha Ross That the CRNM Council accepts the policy interpretation for CR-2 Monitoring Executive Performance. The Council found the report to be understandable and that the interpretation is a reasonable demonstration of compliance. All in favour CARRIED | |
| <p><i>Carol Legare and Council thanked Sandra Gilbert, Administrative Assistant, Policy and Public Initiatives, for all her support to the Council and the various committees and wished her all the very best for her retirement. Sandra's last day with the College is December 23, 2021.</i></p> <p><i>College staff members were excused from the meeting at 4:13 pm prior to the In-Camera Session being re-convened.</i></p> | | | | | |
| | | | | MOTION # 2021-12-09-19 Moved by Anish Panicker Seconded by Irene Hamilton That the CRNM Council move into an In-Camera Session. All in favour CARRIED | |
| 13.0 IN-CAMERA SESSION - continued | | | | | |
| | | GP-17 Council Meeting Process and Minutes | The Council reconvened the In-Camera session from earlier in the day. Council met In-Camera from 4:15 pm to 4:25 pm to discuss the following topic: <ul style="list-style-type: none"> • Council Meeting Monitoring and Self-Evaluation | | |
| <p><i>Katherine Stansfield and Birgit Dotzlaw excused themselves at 4:25 pm prior to the start of the Restricted In-Camera Meeting.</i></p> | | | | | |
| 14.0 RESTRICTED IN-CAMERA MEETING | | | | | |
| | | GP-17 Council Meeting Process and Minutes | The Council held a Restricted In-Camera meeting | MOTION # 2021-12-09-06– IC Moved by Noah Gatzke Seconded by Martha Ross | |

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| | | | from 4:25 to 4:34 pm | That the CRNM Council move into a Restricted In-Camera Meeting All in favour CARRIED | |
| 15.0 ADJOURNMENT | | | | | |
| | | | Carol Legare, Chair, adjourned the December 9, 2021 Council Meeting at 4:34 pm | | |
| APPROVAL OF DECEMBER 9, 2021 COUNCIL MEETING MINUTES | | | | | |
| | | | Approved by Council on March 10, 2022 |  <hr/> Carol Legare, Council Chair  <hr/> Katherine Stansfield, CEO/Registrar | |