



# Council Meeting

March 11, 2021

8:30 am to 5:12 pm

Virtual Meeting via Zoom

Council Meeting Serial #: 2021-01-March

## Minutes

### Council Members Present:

Carol Legare RN, Chair  
Debbie Swistun, Public Representative, Chair-Elect  
Noah Gatzke RN(NP) (From 8:30 am to 5:00pm)  
Irene Hamilton, Public Representative (From 8:30 am – 3:27 pm. Rejoined at 4:13 – 5:12 pm)  
Rachel Ingels Bergman RN(NP)  
Michelle Johnson RN (From 8:30 am – 1:10 pm. Rejoined at 2:00 pm – 5:12 pm)  
Shakerah Jones Hall RN  
Lindsay Mulholland, Public Representative (From 8:43 am to 12:00 pm. Rejoined at 1:16 pm – 5:12 pm)  
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  
Leanne Matthes, Sr. Consultant Governance and Public Initiatives  
Diana Waterman, Chief Financial Officer  
Suzanne Wowchuk RN, Chief of Regulatory Practices

#### Staff:

Bryan Buss, Controller  
Samanth Cyr, Case Manager, Professional Conduct  
Birgit Dotzlaw, Executive Assistant  
Sandra Gilbert, Administrative Assistant, Governance and Public Initiatives  
Gus Gottfred, Communications Specialist  
Rebecca Grima, Communications Specialist  
Benga Fakanye, Data Strategist  
Diana Heywood RN, Quality Practice Consultant  
Susan Irwin, Manager of Resources  
Heather Kolowka, Case Manager, Professional Conduct  
Tracey Legary RN, Manager of Professional Conduct  
Allison Leveque RN, Quality Practice Consultant  
Martin Lussier, Manager of Communications  
Tammy Murdoch, Manager of Registration Services  
Miranda Noel, Registration Advisor  
Rasheed Olaniyi, Quality Practice Project Manager  
Carol Puchailo, Practice Specialist  
Jason Trotter, Case Manager, Professional Conduct

**Consultants/Guests Present:**

Jeff Hirsch, TDS Law, College's General Legal Counsel  
(From 8:30am to 10:55 am. Rejoined at 3:15 pm to 5:12 pm)

**Members of the Public Present:**

Shannon Hancock (From 8:54 am to 3:00 pm)

**Recorder:** Birgit Dotzlaw, Executive Assistant

AGENDA ITEM #	AGENDA TOPIC	RELEVANT COUNCIL POLICY	DESCRIPTION / OVERVIEW	DISCUSSION / COUNCIL DECISION / MOTION	ACTIONS REQUIRED
<b>1.0 CALL TO ORDER</b>					
	Welcome & Roll Call	GP-17 Council Meeting Process and Minutes  GP-2 Role of the Council and Council Chair	Carol Legare, Chair, called the meeting to order at 8:34 am and advised that quorum is present.  # Council members present: 11  # Voting members: 11	Carol Legare welcomed new Council member Lindsay Mulholland, Public Representative. Ms. Mulholland is a Ministerial Appointment.  She also welcomed new College staff member, Carol Puchailo RN(NP), Practice Specialist.  Carol Legare asked members of the public attending the meeting to state their name(s) and provide the spelling for the purposes of the meeting minutes.  Carol Legare read the protocol for public members (observers) attending a Council meeting.	
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 March 11, 2021 agenda was approved by consensus with the following amendment: <ul style="list-style-type: none"> <li>Move agenda item #8.0 Council Policy Monitoring prior to # 6.0 Public Benefit Policy</li> </ul>	
1.3	Declarations Regarding Conflict of Interest	GP-3 Council Code of Conduct, Confidentiality and Conflict of Interest		There were no conflict of interest brought forward.	
<b>2.0 CONSENT AGENDA</b>					
	There were no items pulled from the Consent Agenda for further discussion.				
2.1	December 4, 2020 Council Meeting Minutes	GP-17 Council Meeting Process and Minutes	The minutes were circulated to Council for review and approval.	<b>MOTION # 2021-03-11-01</b>  Moved by Irene Hamilton Seconded by George Prosk	

				That the CRNM Council approve the Consent Agenda as presented and all the motions therein.  All in favour CARRIED	
2.2	Chair's Report	GP-2 Role of the Council and Council Chair	The Chair's Report was circulated of information purposes.	The Chair's Report is filed	
2.3	CEO/Registrar's Report	EE-8 Communication and Support to the Council  GP-18 Types of Information Provided to Council	The CEO/Registrar's Report was circulated of information purposes.	The CEO/Registrar's Report is filed.	
2.4	Red River College Request for Extension – Nursing Refresher Program		The briefing report on <i>Red River College Extension Request 2 – Registered Nurse Refresher Program</i> was circulated to the Council for review and approval.	Recommended motion:  That the CRNM Council extend the Red River College, Registered Nurse Refresher Program, nursing education approval for a 4-month period from September 1 to December 31, 2021.	
2.5	Media Report	EE-8 Communication and Support to the Council	The Media Report was circulated for information purposes.		
<b>3.0 GENERATIVE DISCUSSION – ENVIRONMENTAL SCANS</b>					
3.1	Council Selection Process - Bylaws	GP-18 Types of Information Provided to Council	The Briefing Report on <i>Bylaw Consultation</i> was circulated to the Council for review and approval  Carol Legare, Chair, provided a verbal overview of the report.	Council held discussion.  <b>MOTION # 2021-03-11-02</b>  Moved by Martha Ross Seconded by Anish Panicker  That the CRNM Council approve the amended bylaws as presented  All in favour CARRIED	Present revised Bylaws for approval at the June 11, 2021 AGM
3.2	Right-Touch Regulation – Part III Internationally Educated Nurse Registration Process	GP-18 Types of Information Provided to Council	Suzanne Wowchuk, Chief of Regulatory Services provided a presentation on <i>Clinical Competence Assessment</i> .	Council held discussion.	

<b>4.0 RISK MANAGEMENT</b>					
4.1	Risk Register Update	GP-21 Enterprise Risk Management	The Briefing Report on <i>Enterprise Risk Management – Risk Register Update</i> for March 2021 was circulated to the Council for information purposes.  Diana Waterman, Chief Financial Officer, provided a brief overview.	There was no further discussion held.	
<b>5.0 COMMITTEE REPORTS</b>					
5.1	<b>Governance Committee Report</b>				
		GP-4.4 Governance Committee Terms of Reference	The Governance Committee Report was circulated to the Council for information purposes.  Debbie Swistun, Chair-Elect and Governance Committee Chair, provided a verbal overview of the report.	The Governance Committee Report is filed.	
5.1.1	GP-17 Council Meeting Process and Minutes		The Briefing Report on <i>GP-17 Council Meeting Process and Minutes</i> was circulated to the Council for review and approval.	<b>MOTION # 2021-03-11-03</b>  Moved by Debbie Swistun on behalf of the Governance Committee  That the CRNM Council approve the amendments to GP-17 Council Meeting Process and Minutes as presented.  All in favour CARRIED	
5.1.2	Annual Meeting Agenda		The Briefing Report on <i>2021 Annual General Meeting (AGM) Agenda</i> was circulated to the Council for review and approval.	<b>MOTION # 2021-03-11-04</b>  Moved by Debbie Swistun on behalf of the Governance Committee  That the CRNM Council approve the 2021 Annual General Meeting agenda as presented.  All in favour CARRIED	

5.2	<b>Appointments Committee Report</b>				
		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><b>MOTION # 2021-03-11-05</b></p> <p>Moved by Noah Gatzke on behalf of the Appointments Committee</p> <p>That the CRNM Council approve the following appointments:</p> <ol style="list-style-type: none"> <li>1. Robert Marshall, be re-appointed as an Investigator</li> <li>2. Sherry Loewen, RN be re-appointed as an Investigator</li> <li>3. Tracey Legary, RN be re-appointed as an Investigator</li> <li>4. Heather Kolowca, RN be re-appointed as an Investigator</li> <li>5. Jason Trottier, RN be re-appointed as an Investigator</li> <li>6. Samantha Psoch, be re-appointed as an Investigator</li> <li>7. Stephanie Nunes, RN be re-appointed as a Practice Auditor</li> <li>8. Jennifer Ewatski, RN be re-appointed as a Practice Auditor</li> <li>9. Lindsay Mulholland, public representative, be appointed to the Appeal Panel Roster</li> </ol> <p>All in favour CARRIED</p>	
5.3	<b>Finance Committee Report</b>				
		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</p>	<p>The Finance Committee Report is filed.</p>	

			verbal overview of the report.		
5.3.1	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 December 31, 2020</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>Council held discussion.</p> <p><b>MOTION # 2021-03-11-06</b></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 December 31, 2020 as presented.</p> <p>All in favour CARRIED</p>	
5.3.2	2020 Audited Financial Statements	EE-3 Financial Planning / Execution / Condition	<p>The <i>2020 Audited Financial Statements</i> were circulated to the Council for review and approval.</p> <p>George Prosk, Finance Committee Chair and Diana Waterman, Chief Financial Officer, provided a brief overview.</p>	<p>Council held discussion.</p> <p><b>MOTION # 2021-03-11-07</b></p> <p>Moved by George Prosk on behalf of the Finance Committee</p> <p>That the CRNM Council approve the Audited Financial Statements for the period ended December 31, 2020 as presented.</p> <p>All in favour CARRIED</p>	
3.3.3	2020 Fee Review Update	<p>EE-3 Financial Planning / Execution / Condition</p> <p>GP-14 Special Levy</p>	<p>The Briefing Report on <i>2020 Fee Review Update</i> was circulated to the Council for review and approval.</p> <p>Diana Waterman, Chief Financial Officer, provided a presentation on <i>2021 Registrant Fee Review (March 11, 2021)</i></p>	<p><b>MOTION # 2021-03-11-08</b></p> <p>Moved by George Prosk on behalf of the Finance Committee</p> <p>That the CRNM Council approve the \$21.00 Capital Levy to be added to the 2022 registration fee as presented.</p> <p>All in favour CARRIED</p> <p><b>MOTION # 2021-03-11-09</b></p> <p>Moved by George Prosk on behalf of the Finance Committee</p> <p>That the CRNM Council approve the proposal to increase application fees by 7.05% effective April 1, 2021 as presented.</p> <p>All in favour CARRIED</p>	

5.3.4	Canada Emergency Wage Subsidy	EE-3 Financial Planning / Execution / Condition policy	The Briefing Report on <i>Canadian Emergency Wage Subsidy (CEWS) Government Funding</i> was circulated to the Council for review and approval.  Katherine Stansfield, CEO/Registrar, provided a verbal overview.	Council held discussion.  <b>MOTION # 2021-03-11-10</b>  Moved by George Prosk on behalf of the Finance Committee  That the CRNM Council supports Management's recommendation to withdraw the CEWS application and/or return any funds received under the program  All in favour CARRIED	
-------	-------------------------------	--	--	---	--

#### 6.0 COUNCIL POLICY MONITORING

6.1	GP-8 Council Ownership Linkage – Interpretation	GP-6 Council Planning Cycle and Strategic Agenda  GP-28 Council Policy Development / Updating / Approval	The Briefing Report on <i>GP-8 Ownership Linkage Monitoring</i> for review and approval.  Noah Gatzke RN(NP), Council Member, provided an overview of the report.	<b>MOTION # 2021-03-11-11</b>  Moved by George Prosk Seconded by Debbie Swistun  That the CRNM Council accepts the policy interpretation for <i>GP-8 Council Ownership Linkage</i> . The Council found the report to be understandable and that the interpretation is a reasonable demonstration of compliance with policy GP-8  All in favour CARRIED	
6.2	GP-20 Council Effectiveness Evaluation - Interpretation	GP-6 Council Planning Cycle and Strategic Agenda  GP-28 Council Policy Development / Updating / Approval	The Briefing Report on <i>GP-20 Council Effectiveness Evaluation Monitoring</i> for review and approval.  Irene Hamilton, Council Member, Public Representative, provided an overview of the report.	Council held discussion.  <b>MOTION # 2021-03-11-12</b>  Moved by Irene Hamilton Seconded by Michelle Johnson.  That the CRNM Council accepts the policy interpretation for <i>GP-20 Council Effectiveness Evaluation</i> . The Council found the report to be understandable and that the interpretation is a reasonable demonstration of compliance with policy GP-20.  All in favour CARRIED	

#### 7.0 EXECUTIVE EXPECTATIONS POLICY MONITORING

7.1	PB-1 Public Benefit Monitoring Report 2020		The Briefing Report on <i>PB-1 Public Benefit Policy Monitoring Report</i> for the period ended December 31, 2020 was circulated to the	Council held discussion.  <b>MOTION # 2021-03-11-13</b>  Moved by Martha Ross Seconded by Debbie Swistun	
-----	--	--	---	---	--

			<p>Council for review and approval.</p> <p>Katherine Stansfield, CEO/Registrar, provided a presentation on <i>Public Benefit Policy Monitoring Report: Results of 2020 Wildly Important Goals (March 2021)</i></p> <p>Members of the Leadership Team and the Manager of Human Resources provided updates on the individual WIGs (Wildly Important Goals) for 2020 and the plan for 2021.</p>	<p>That the CRNM Council approve the 2020 Public Benefit Monitoring Report as a clear and understandable monitoring report, that outlines reasonable interpretations and evidence that shows compliance with policy PB-01</p> <p>All in favour CARRIED</p>	
--	--	--	--	--	--

**8.0 EXECUTIVE EXPECTATIONS POLICY MONITORING**

8.1	EE-2 Human Resources Monitoring Report	EE-2 Human Resources	<p>The Briefing Report on <i>EE-2 Human Resources Monitoring Report</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>It was explained that the <i>EE2- Human Resources Monitoring Report</i> was presented to Council in December 2020 and approved.</p> <p>However, information regarding the internal and external stakeholder surveys was not available at that time. These surveys have now been completed and the additional information has been added to the monitoring report along with some further explanation.</p>	<p><b>MOTION # 2021-03-11-14</b></p> <p>Moved by Michelle Johnson Seconded by Irene Hamilton</p> <p>That the CRNM Council approve EE-2 Human Resources as a clear and understandable monitoring report, that outlines reasonable interpretations and evidence that shows compliance with policy EE-2, with subsequent changes to be made to the internal and external stakeholder survey samples.</p> <p>All in favour CARRIED</p>	
-----	--	----------------------	---	--	--





8.2	EE-3 Financial Planning / Condition / Execution (2020 Annual Monitoring Report)	EE-3 Financial Planning / Condition / Execution	<p>The Briefing Report on <i>EE-3 Financial Planning/Execution/Condition Annual Monitoring Report 2020</i> was circulated to the Council for review and approval.</p> <p>Katherine Stansfield, CEO/Registrar provided an overview of the report.</p>	<p><b>MOTION # 2021-03-11-15</b></p> <p>Moved by Debbie Swistun Seconded by Shakerah Jones Hall</p> <p>That the CRNM Council approve the Annual EE-3 Financial Planning/Execution/Condition Monitoring Report for 2020 as a clear and understandable monitoring report, that outlines reasonable interpretations and evidence that shows compliance with policy EE-3</p> <p>All in favour CARRIED</p>	
8.3	EE-12 Regulatory Practices: 2020 Monitoring Report - Registration	EE-12 Regulatory Practices	<p>The Briefing Report on <i>Monitoring of CRNM Council Policy EE-12 Regulatory Processes - Registration</i> for review and approval.</p> <p>Katherine Stansfield CEO/Registrar and Suzanne Wowchuk, Chief of Regulatory Services provided an overview of the report.</p>	<p>Council held discussion.</p> <p><b>MOTION # 2021-03-11-16</b></p> <p>Moved by Irene Hamilton Seconded by George Prosk</p> <p>That the CRNM Council approve the EE-12 Regulatory Practices 2020 Monitoring Report - Registration as a clear and understandable monitoring report, that outlines reasonable interpretations and evidence that shows compliance with policy EE-12</p> <p>All in favour CARRIED</p>	
8.4	EE-12 Regulatory Practices: 2021 Interpretation – Professional Conduct	EE-12 Regulatory Practices	<p>The Briefing Report on <i>Interpretation of EE-12 Regulatory Processes: Professional Conduct</i> for review and approval.</p> <p>Katherine Stansfield, CEO/Registrar provided an overview of the report.</p>	<p>Council held discussion.</p> <p><b>MOTION # 2021-03-11-17</b></p> <p>Moved by Shakerah Jones-Hall Seconded by Martha Ross</p> <p>That the CRNM Council approve the policy interpretation of EE-12 Regulatory Processes – Professional Conduct as an understandable report and that the interpretation is a reasonable demonstration of compliance of EE-12.</p> <p>All in favour CARRIED</p>	

College staff and the member of the public were excused from the meeting at 3:00 pm prior to the In-Camera Session being called to order.

Jeff Hirsch joined the In-Camera Session at 3:15 pm

Irene Hamilton excused herself from the In-Camera session at 3:27 pm. She rejoined at 4:13 pm.

<b>9.0 IN-CAMERA SESSION</b>					
		GP-17 Council Meeting Process and Minutes	The Council held an In-Camera session on March 11, 2021 from 3:15 pm to 5:12 pm to discuss the following topics: <ul style="list-style-type: none"> <li>• Legal Matters Update</li> <li>• Labour Mobility</li> <li>• CEO/Registrar Performance Review</li> </ul>		
<b>10.0 IN-CAMERA DECISIONS</b>					
		GP-17 Council Meeting Process and Minutes	In-Camera decisions to be brought forward to the public meeting minutes.	There were no decisions from the March 11, 2021 In-Camera session to bring forward to the public meeting minutes.	
<b>11.0 ADJOURNMENT</b>					
			Carol Legare, Chair, adjourned the March 11, 2021 Council Meeting 5:12 pm		
<b>APPROVAL OF MARCH 11, 2021 COUNCIL MEETING MINUTES</b>					
			Approved by Council on June 10, 2021	 <hr/> Carol Legare, Council Chair	 <hr/> Katherine Stansfield, CEO/Registrar