



College of Licensed Practical  
Nurses of Manitoba

## **Board Highlights – April 13, 2015**

### **Executive Director Report**

The Executive Director provided an update on the work underway to transition to the *Regulated Health Professions Act*, including the results of a registrant survey on current LPN practice and other consultations.

The Executive Director presented the number of registrants, as of April 13, 2015:

- Licensed Practical Nurses – 3223
- Graduate Practical Nurses – 32
- Student Practical Nurses – 341

The Board reviewed and approved revisions to the Nursing Foot Care Regulatory Bulletin.

The Board was provided with an update on the progress of the Continuing Competence Program (CCP) audit, and was advised that only one LPN was not compliant, and therefore would not be eligible to renew registration for the coming year.

The Board discussed the approval status of the Diploma in Practical Nursing (DPN) program at CDI College. A decision was made not to renew the program's approval status.

The Board was advised that a revised competency profile was nearing completion, and would soon be ready for external consultation.

The Board was advised that building renovations are complete, and that a city inspection has occurred. Written confirmation of the City's inspection results are pending.

The possibility of establishing a Facebook page for the CLPNM was discussed. The Board agreed to revisit the possibility in future.

### **Monitoring Reports**

Monitoring reports for the following policies were received and approved:

- Executive Limitation 1.6 General Limitations
- Ends Statement 5.5 Investigation & Discipline
- Ends Statement 5.6 Strategic Ends: Registration

### **Governance Committee Report**

#### *Financial Report*

A draft of the audited financial statements for March 31, 2015 was reviewed and approved.

The investment portfolio was reviewed and discussed. A motion to accept the December 31, 2014, investment portfolio report was carried, and the Board directed that the portfolio continue to be managed as in the past year.

An Employee Assistance Program benefit plan was discussed. The Board directed the Executive Director to alter the current benefit plan to include an Employee Assistance Plan.

### *By-Laws*

The Board reviewed and approved a revision to By-Law 2.7 to discontinue associate memberships with the CLPNM. The By-Law change will proceed to the membership for confirmation.

### *Policies*

The Board reviewed and approved the following new human resource policies:

- HR-1 Salary, Payroll & Benefits
- HR-2 Absences, Vacation & Leaves
- HR-3 Workplace Safety & Security
  - HR-3 Appendix – Fire Safety Plan
- HR-4 General
- HR-5 Dress Code
- HR-6 Fragrance Free Environment
- HR-7 Pre-Retirement Leave
- HR-11 Employee Grievance
- HR-29 Use of Electronic Devices & Systems

The Board reviewed and approved revisions to the following finance policies:

- FN-7 Practice Auditors & Investigators
- FN-8 Corporate Credit Cards
- FN-9 Car Rentals

The Board also reviewed and approved revisions to the following policies:

- R-8 Credential Assessment
- BC-3 Investigation Committee
- BG-9 Board Director Conduct
- Rules of Order and Procedure

### **Board Positions**

The Board discussed nominations for District 4. No eligible nominations were submitted. The Board appointed Lindsay Maryniuk, LPN as the Director for District 4 for a two-year term beginning June 1, 2015.

The Board appointed public representative, Susan Swan, for an additional two-year term starting June 1, 2015.

## **CLPNM Excellence Awards**

Nominations for the Nursing Practice and Nursing Mentor/Preceptor awards were reviewed and discussed. The Board agreed to grant the following awards at the June 2015 AGM.

- the Nursing Practice Award to May Schultz
- the Nursing Mentor/Preceptor award to Maureen Grove

## **Executive Director Appraisal**

The Board conducted an appraisal of the Executive Director (in-camera). A motion was carried to approve the Executive Director's appraisal for 2014-15.

## **Licensed Practical Nurse Foundation of Manitoba Trustee Report**

The Trustees reported to the Board their decision to grant up to six scholarships in 2015: three for first-year practical nursing students in the amount of \$500 each, and three for second-year practical nursing students in the amount of \$1000 each.