



College of Licensed Practical  
Nurses of Manitoba

## **Board Highlights – December 5, 2016**

### **Governance Committee Report**

The Board reviewed the proposed 2017 Budget.

The Board directed the Executive Director to discontinue mailing registration renewal notices, and to issue them electronically instead, in order to achieve cost savings.

The Board considered the CLPNM's phone system and directed the Executive Director to implement a new the telephone system in 2017, acknowledging the current one will be obsolete before the end of the year and no longer capable of being supported by the CLPNM's service provider. The Board directed the Executive Director to ensure the system includes a panic button and recording option, and to implement the new phone system within a budget of \$7,000.

The Board discussed and directed the Executive Director to contribute \$5,000 to a public awareness campaign on the role of Manitoba's health regulators, being coordinated by the Manitoba Alliance of Health Regulatory Colleges, in support of the CLPNM's responsibility to educate and engage with the public.

The Board approved the 2017 Budget, with changes, and approved the five-year capital plan, as well as the proposed fee schedule, which included no changes to membership fees.

The Board reviewed, discussed and approved the September 2016 financial statements.

The Board reviewed, discussed and accepted the investment portfolio report.

The Board reviewed and approved policies related to the following matters:

- External Facing Document Management
- Registration by Endorsement
- Registration and Criminal Activity or Abuse
- Registration and Fitness to Practice.

The Board repealed a policy on Student Practical Nurse Renewal of Registration, as the topic is addressed in the Licensed Practical Nurses Regulation.

The Board established a volunteer subcommittee for the purpose of developing and proposing policies on awards and scholarships.

The Board reviewed the Licensed Practical Nurse Foundation of Manitoba funds, held in trust by the Winnipeg Foundation, and directed that interest earned on the funds be allocated to four student scholarships in 2017: two scholarships in the amount of \$750 each to first year practical

nursing students, and two scholarships in the amount of \$1,500 each to second year practical nursing students.

### **Executive Director's Report**

The Executive Director presented the CLPNM Operations Plan.

The Board discussed a draft policy on the topic of complainant appeals and asked that the policy be reviewed by legal counsel prior to their next review.

The Board reviewed and approved policies related to the following matters:

- Initial Enrolment
- Practice Audits
- Student Registration

The Board was advised that there were no updates on the transition to *The Regulated Health Professions Act*.

### **Investigation Committee Report**

The Board reviewed the report. No update.

### **Discipline Committee Report**

The Board reviewed the report. No update.

### **Education Approval Committee Report**

The Board was advised that the Education Approval Committee (EAC) had completed its full evaluation of Assiniboine Community College's (ACC) Practical Nursing Refresher program and that the report was being finalized for submission to the Board. EAC also completed its annual review of ACC's Practical Nursing Diploma program.

The Board was advised that Université Saint Boniface's Practical Nursing Diploma program continued to work through its Action Plan.

The Board was advised that University College of the North (UCN) was scheduled to accept a new cohort into its Practical Nursing Diploma program at a Flin Flon site in September, 2016, but had encountered difficulty securing the required human resources. The EAC granted UCN an extension until September, 2017, for the Flin Flon site start date.

The Board was advised that the Diploma in Practical Nursing Advisory Committee met in early November.

### **Public Representatives Committee Report**

The Board was advised that the Public Representatives Committee had decided to place an ad in the Winnipeg Free Press for two Saturdays, seeking public representatives to participate on the Board of Directors and other CLPNM committees. The Committee also requested that the CLPNM find another newspaper in which to advertise, that might reach interested applicants outside of Winnipeg.

## **President's Report**

The President reminded all Board Members to complete Board self-evaluation surveys when circulated.

Board terms were reviewed and discussed and it was noted that two Board members had put their names forward for the President position; R. Hintz and J. La France.

The Board reviewed and discussed resumés of LPNs who had put their names forward to be Continuing Competence Program Auditors. The Board appointed M. Schultz, K. Rennie, and D. Mihalus as CCP Auditors.