



## Council Meeting

September 14, 2023

10:55 am to 12:05 pm

Council Meeting Serial #: 2023-03-September

### MINUTES

#### Council Members Present:

Noah Gatzke RN(NP), Chair  
Lindsay Forest, Public Representative, Chair-Elect  
Brenda Janz, RN  
Cheryl Link, Public Representative  
Cynthia Taylor RN  
Kenneth Molloy, Public Representative  
Kristen McGregor, RN  
Jason Powell, Public Representative  
Joanna Knowlton, Public Representative  
Oluwatosin Daso, RN  
Deb Elias RN, CEO/Registrar, Ex-Officio Council Member, non-voting

#### Council Member Regrets:

Martha Ross RN(NP)

#### College Staff Present In-Person:

##### Leadership Team:

Rhonda Cairns RN, Chief of Quality Practice  
Bryan Buss, Interim, Chief Financial Officer  
Lori Darragh, Sr. Consultant, Policy & Public Initiatives  
Suzanne Wowchuk RN, Chief of Regulatory Practices

##### Staff:

Diana Heywood RN, Quality Practice Consultant  
Janki Vaja, Coordinator, Policy & Public Initiatives  
Martin Lussier, Manager of Communications & Public Initiatives  
Shailey Toporowsky, Administrative Assistant, Quality Practice

#### College Staff Present via Zoom:

Bridget Whipple, Policy Analyst  
Carol Puchailo RN(NP), Nursing Practice Specialist  
Miranda Noel RN, Registration Advisor  
Rasheed Olaniyi, Senior Project Manager  
Tammy Murdoch RN, Manager of Registration Services

#### Consultants/Guests Present:

Helen Zhu, Incoming Chair, Education Program Committee (Virtually from 10:55 am to 12:05 pm)  
Jeff Hirsch, College's General Legal Counsel, TDS Law

#### Members of the Public Present:

Shannon Hancock

#### 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	Noah Gatzke, Chair, called the Open Session of the September 14, 2023, Council meeting to order at 10:55 am and advised that quorum is present.  # Council members present: 10  # Voting members: 10		
1.1	Land Acknowledgement Statement		Noah Gatzke, Chair, read the Land Acknowledgement Statement.		
1.2	Adoption of Agenda	GP-17 Council Meeting Process and Minutes		The September 14, 2023, 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		Noah Gatzke advised that he has a conflict of interest regarding item #2.7 <i>Annual Nursing Education Program Report</i> .  He is an educator at the University of Manitoba's Nurse Practitioner Education program and is involved in curriculum development. He will excuse himself from the discussion and item #2.7 will be pulled from the Consent Agenda.  Kristen McGregor advised she is a CEF (Clinical Education Facilitator) and works with nursing students at the University of Manitoba but is not directly involved in the nursing education program. She asked if this would represent a conflict of interest for her regarding item #2.7 <i>Annual Nursing Education Program Report</i> .  After discussion, Council agreed that Kristen does not have a conflict of interest.	

1.4	Introductions of new Council Members		Noah Gatzke, Chair, advised that this is the first Council meeting for the new members that were recently appointed: <ul style="list-style-type: none"> <li>• Brenda Janz RN</li> <li>• Jason Powell, Public Representative</li> <li>• Joanna Knowlton, Public Representative</li> <li>• Kristen McGregor RN</li> <li>• Oluwatosin Daso RN</li> </ul>	Council members introduced themselves.	
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**2.0 CONSENT AGENDA**

Item # 2.7 Annual Nursing Education Program Report was pulled from the Consent Agenda for further discussion.					
2.1	June 8, 2023, Council Meeting Minutes	GP-17 Council Meeting Process and Minutes	The minutes were circulated to Council for review and approval.	<b>MOTION # 2023-09-14-01</b> Moved by Cheryl Link Seconded by Oluwatosin Daso  That the CRNM Council approve the Consent Agenda as presented and all the motions therein.  All in favour CARRIED	
2.2	June 16, 2023, E-Vote Minutes re: Conditional Approval of Red River College Polytechnic Authorized Nurse Prescriber	GP-17 Council Meeting Process and Minutes	The minutes were circulated to Council for review and approval.		
2.3	July 20, 2023, E-Vote Minutes re: Approval of Council Chair-Elect	GP-17 Council Meeting Process and Minutes	The minutes were circulated to Council for review and approval.		
2.4	August 1, 2023, E-Vote Minutes re: Appointments of Council Committees, Inquiry Committee & Investigator	GP-17 Council Meeting Process and Minutes	The minutes were circulated to Council for review and approval.		
2.5	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	
2.6	CEO/Registrar's Report	EE-8 Communication and Support to the Council	The CEO/Registrar's Report was circulated for	The CEO/Registrar's Report is filed.	

		GP-18 Types of Information Provided to Council	information purposes.		
2.8	Competencies for RN(AP)s - Review Timing		The briefing report <i>Competencies for Registered Nurse, Authorized Prescriber RN(AP) – Review Timing</i> as circulated for review and approval.	Recommended motion:  That the CRNM Council support the CEO/Registrar’s recommendation to defer the review of “Competencies for RN(AP)s” to 2024 to align with the review of other RN(AP) resources.	
2.9	Media Report	EE-8 Communication and Support to the Council	The Media Report was circulated for information purposes.		
2.10	Risk Register Update		The briefing report <i>Enterprise Risk Management – Risk Register Update</i> was circulated to the Council for information purposes.		
Noah Gatzke excused himself from the meeting at 11:07 am prior to the motion regarding the Annual Nursing Education Program Report					
2.7	Annual Nursing Education Program Report		The briefing report <i>Annual Nursing Education Program Report</i> was circulated to Council for review and approval.	<b>MOTION # 2023-09-14-02</b>  Moved by Cheryl Link Seconded by Jason Powell  That the CRNM Council accept the annual reports submitted by Brandon University, Red River College Polytechnic, University of Manitoba/University College of the North and Université de Saint-Boniface.  All in favour.	
Noah Gatzke returned to the meeting at 11:09 am					
<b>3.0 ITEMS RELATED TO OFFICER REPORTS</b>					
3.1	Calls to Action Committee		The briefing report <i>Calls to Action Committee</i> was circulated to the Council for review and approval.  Deb Elias, CEO/Registrar, provided an overview of the report.	Council held discussion.  <b>MOTION # 2023-09-14-03</b>  Moved by Kenneth Molloy Seconded by Lindsay Forest  That the CRNM Council officially disband the Calls-to-Action Committee, with key responsibilities identified in the committee’s terms of reference being delegated to the strategic	

				imperative team for reconciliation and responding to the <i>Calls to Action</i> .  All in favour CARRIED	
3.2	Red River College Nurse Re-Entry Program (NREP) Extension Request		The briefing report <i>RRCP Nurse Re-Entry Program Extension Request</i> was circulated to the Council for review and approval.  Diana Heywood, Staff Liaison for the Education Program Committee, provided an overview of the report.	Council held discussion.  <b>MOTION # 2023-09-14-04</b>  Moved by Brenda Janz Seconded by Oluwatosin Daso  That the CRNM Council extend the Red River College Polytechnic Nurse Re-Entry Program approval until June 30, 2025.  All in favour CARRIED.	
3.3	2024 Council Meeting Dates		The briefing report <i>2024 Council Meeting Dates</i> was circulated to the Council for information purposes.  Lori Darragh provided a verbal overview of the report.  The following meeting dates are proposed for Council meetings in 2024:  • March 7, 2024  • May 30, 2024  • May 31, 2024 (AGM)  • October 3, 2024  • December 5, 2024	Council held discussion.  <b>MOTION # 2023-09-14-05</b>  Moved by Cynthia Taylor Seconded by Joanna Knowlton  That the CRNM Council approve the 2024 Council meeting dates as presented.  All in favour CARRIED.	
<b>4.0 COMMITTEE REPORTS</b>					
4.1	<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.	The Governance Committee Report is filed.	

4.1.1	Governance Policy Monitoring Plan		The briefing report <i>Governance Process Policy Monitoring Plan</i> was circulated to the Council for review and approval.	<p><b>MOTION # 2023-09-14-06</b></p> <p>Moved by Lindsay Forest on behalf of the Governance Committee</p> <p>That the CRNM Council temporarily pause the monitoring of Governance Process (GP) and CEO/Registrar Relationship (CR) policies while a review is undertaken to assess and identify more streamlined and routine methods of monitoring compliance.</p> <p>All in favour CARRIED</p>	
4.1.2	GP-18 Types of Information Provided to Council		The briefing report <i>GP-18 Types of Information Provided to Council</i> was circulated to the Council for review and approval.	<p><b>MOTION # 2023-09-14-07</b></p> <p>Moved by Lindsay Forest on behalf of the Governance Committee</p> <p>That the CRNM Council repeal policy GP-18 Types of Information Provided to Council.</p> <p>All in favour CARRIED</p>	
4.1.3	GP-20 Council Effectiveness Evaluation		The briefing report <i>GP-20 Council Effectiveness Evaluation</i> was circulated to the Council for review and approval.	<p><b>MOTION # 2023-09-14-08</b></p> <p>Moved by Lindsay Forest on behalf of the Governance Committee</p> <p>That the CRNM Council approve revisions to policy GP-20 Council Effectiveness Evaluation as presented.</p> <p>All in favour CARRIED</p>	
4.1.4	Chair-Elect Nominations and Voting Timing		The briefing report <i>Chair-Elect Nominations and Voting Process</i> was circulated to the Council for review and approval.	<p><b>MOTION # 2023-09-14-09</b></p> <p>Moved by Lindsay Forest on behalf of the Governance Committee</p> <p>That the CRNM Council hold the Chair-Elect selection vote at the June 2024 Council meeting, rather than in December 2023.</p> <p>All in favour CARRIED</p>	

<b>4.2</b>	<b>Finance Committee Report</b>				
		GP-4.3 Finance Committee Terms of Reference.	The Finance Committee Report was circulated to the Council for information purposes.	The Finance Committee Report is filed.	
4.2.1	EE-3 Financial Planning / Execution / Condition – Quarterly Monitoring Report		The briefing report <i>EE-3 Financial Planning/Execution/Condition Quarterly Monitoring Report for the period ended June 30, 2023</i> was circulated to the Council for review and approval.  Bryan Buss, Interim CFO, provided a presentation on <i>Q2 2023 – Financial Condition Update</i>	<b>MOTION # 2023-09-14-10</b>  Moved by Cynthia Taylor on behalf of the Finance Committee.  That the CRNM Council approve the quarterly EE-3 Financial Planning/Execution/Condition Monitoring Report for the period ended June 30, 2023, as presented.  All in favour CARRIED	
4.2.2	EE-6 Investment Policy Update		The briefing report <i>EE-6 Investment Policy and Interpretation</i> was circulated to the Council for review and approval.  Bryan Buss, Interim CFO, provided an overview of the report.	Council held discussion.  <b>MOTION # 2023-09-14-11</b>  Moved by Cynthia Taylor on behalf of the Finance Committee.  The CRNM Council approve the proposed changes to the EE-6 Investment Policy presented as an attachment to the briefing report.  All in favour CARRIED	
<b>5.0 STRATEGIC PLAN MONITORING</b>					
5.1	Public Benefit Policy – Q2 Monitoring Report (2023)		The briefing report <i>Strategic Priorities Scorecard – Quarter 2 Results</i> was circulated to the Council for information purposes.  Deb Elias, CEO/Registrar, and members of the Leadership Team (Suzanne Wowchuk and Rhonda Cairns)		

provided a verbal overview.

**6.0 RECOGNITION**

Lindsay Forest, Chair-Elect

Noah Gatzke, Chair, advised that this is the last Council meeting for Lindsay Forest, Chair-Elect. Her 3-year term will be ending in October 2023.

Lindsay joined the Council in October 2020 and was appointed as Chair-Elect in March 2022.

She also served as Chair of the Governance Committee and was a member of the CEO/Registrar Evaluation Committee and Council Appeal Panel Roster.

Noah thanked Lindsay for her commitment to the College and all her contributions and hard work. He valued her legal knowledge and insights.

On behalf of the Council, Noah Gatzke wished her all the very best.

**8.0 ADJOURNMENT**

Noah Gatzke, Chair, asked for a motion to adjourn the September 14, 2023, open Council Meeting.

The meeting was adjourned at 12:05 pm

**MOTION # 2023-09-14-12**

Moved by Oluwatosin Daso  
Seconded by Jason Powell

That the CRNM Council adjourn the September 14, 2023 open meeting

All in favour  
CARRIED



**APPROVAL OF THE SEPTEMBER 14, 2023, COUNCIL MEETING MINUTES**

Approved by  
Council on  
December 7, 2023



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Noah Gatzke, Council Chair



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Deb Elias, CEO/Registrar