



## COUNCIL MEETING

**DATE: October 2 & 3, 2025**

**CLPNA Office 13163 146 Street, Edmonton**

### Open Session Council Public Meeting Minutes

#### *Items are related to Regulatory Governance and Council Administration*

Council Members Present: A Cesar, L Osinchuk, K Mansbridge, M Noel, K Reynolds, I Pfeiffer, D Welke, T Kent, W Gaudette, C Frey

Staff Present: J Weis, C Waggott, T Richter, L Schneider, D Lernermeier, M Malenfant

Staff Presenters: A Carlson, S Rossmann

External Presenters: M Cole, K Hogarth

1.	<b>Call to Order</b> <i>Thursday, October 2 @00903hrs</i> <i>Friday, October 3 @0905hrs</i>		
2.	<b>Acceptance of the October Agenda</b>		
3.	<b>Declaration – Administrative changes</b> <ul style="list-style-type: none"> <li>Council Member Annual Disclosure and Confidentiality</li> <li>Conflict of Interest</li> <li>Emergency Contact information form</li> <li>Technology update – <b>T Richter presented</b></li> </ul>		
4.	<b>Approval of Minutes</b> <ul style="list-style-type: none"> <li><b>May 29 &amp; 30, 2025 - these minutes were approved via email</b></li> </ul>		
5.	<b>Regulatory Items</b>		
5.1.	Health Care Aide <ul style="list-style-type: none"> <li>Regulation update <ul style="list-style-type: none"> <li><b>The organization is preparing for HCA regulation and the impact on each department.</b></li> </ul> </li> </ul>		
5.2.	HCA Entry Level Competencies <ul style="list-style-type: none"> <li><b>C Waggott presented the HCA Entry Level Competencies to Council (attached)</b></li> </ul>		
5.3.	Keyano College – Practical Nurse Diploma program	<b>Motion:</b> <b>The Council of the College of Licensed Practical Nurses of Alberta:</b> <ol style="list-style-type: none"> <li><b>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</b> <ol style="list-style-type: none"> <li><b>Entity: Keyano College</b></li> <li><b>Type of Program: Practical Nurse Diploma program</b></li> </ol> </li> <li><b>DECIDES that the program of study is granted conditional approval until October 1, 2026.</b></li> <li><b>DECIDES the program will be re-evaluated by that date to determine whether the program is meeting the conditions stipulated by the CLPNA.</b></li> </ol>	<b>K Reynolds/T Kent Carried</b>
5.4.	NorQuest College – Practical Nurse Diploma program for Internationally Educated Nurses	<b>Motion:</b> <b>The Council of the College of Licensed Practical Nurses of Alberta:</b> <ol style="list-style-type: none"> <li><b>AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:</b></li> </ol>	<b>L Osinchuk/M Noel Carried</b>

		<p><b>a. Entity: NorQuest College</b></p> <p><b>b. Type of Program: Practical Nurse Diploma program for Internationally Educated Nurses</b></p> <p><b>2. DECIDES that the program of study is approved in full until October 31, 2030.</b></p>	
<b>6.</b>	<p><b>Ownership Linkage</b></p> <ul style="list-style-type: none"> <li>Health Quality Alberta – <i>M Cole presented (attached)</i></li> <li>Primary Care Alberta – <i>K Hogarth presented</i></li> </ul> <p><i>The Analysis Guide to Ends Template was completed by the Council. Please see the attached</i></p>		
<b>7.</b>	<b>Monitoring CEO Performance</b>		
<b>7.1.</b>	EL 3 – Financial Condition		
<b>7.2.</b>	EL 7 – Communication and Support to Council		
<b>7.3.</b>	EL 10 – Fees		
<b>7.4.</b>	END Policy		
	<p><i>The Council acknowledges that they have received the CEO Monitoring Reports, and that Council is satisfied that there is sufficient evidence of compliance with a reasonable interpretation of the policy of all the Council governance policies addressed in the report; namely the following policies: EL 3 - Financial Condition, EL 7 – Communication and Support to Council, EL 10 Fees and the END Policy</i></p>		
<b>8.</b>	<b>Governance Process items</b>		
<b>8.1.</b>	<b>Council Committee updates</b>		
<b>8.1.1.</b>	<p>Governance Committee</p> <ul style="list-style-type: none"> <li>GP – Governance Process Policy – <i>no changes</i></li> <li>GP 1 – Governing Style – <i>no changes</i></li> <li>GP 2 – Council Role Contributions – <i>no changes</i></li> <li>GP 3 – President's Role (schedule A)</li> <li>GP 4 – Council and Committee Principles (schedule B)</li> <li>GP 5 – Council and Committee Expenses (schedule C)</li> <li>GP 7 – Investment in Governance – <i>no changes</i></li> <li>GP 12 – Special Rules of Order (schedule D)</li> <li>GP 10 – Council Planning Cycle and Agenda Control</li> </ul>	<p><b>Motion:</b>  <b>The Council of the College of Licensed Practical Nurses of Alberta:</b></p> <ol style="list-style-type: none"> <li><b>AFFIRMS</b> that Council has reviewed and accepts with no changes: <ol style="list-style-type: none"> <li>GP - Governance Process Policy</li> <li>GP 1 – Governing Style</li> <li>GP 2 – Council Role Contributions</li> <li>GP 7 – Investment in Governance</li> </ol> </li> <li><b>REPEALS</b> the following Governance Process policies: <ol style="list-style-type: none"> <li>GP 3 – President's Role</li> <li>GP 4 – Council and Committee Principles</li> <li>GP 5 – Council and Committee Expenses</li> <li>GP 12 – Special Rules of Order</li> </ol> </li> <li><b>ADOPTS</b> the Governance Process policies attached as Schedules A, B, C and D.</li> </ol> <p><b>Motion:</b>  <b>The Council of the College of Licensed Practical Nurses of Alberta:</b></p> <ol style="list-style-type: none"> <li><b>AMENDS</b> GP 10b – Addendum – Council Planning Cycle 2025-2028 as follows: <ol style="list-style-type: none"> <li>Removing ENDS Policy Monitoring in the 3rd Quarter of each year.</li> <li>Adding ENDS Policy Monitoring to the 1st Quarter of each year.</li> </ol> </li> </ol>	<p><i>K Mansbridge/D Welke Carried</i></p> <p><i>I Pfeiffer/L Osinchuk Carried</i></p>

		<b>2. DECIDES that the amendment to the schedule will come into effect beginning in 2026.</b>	
<b>8.1.2.</b>	Appointment Committee – HCA recruitment update	<b>Motion:</b> <b>The Council of the College of Licensed Practical Nurses of Alberta:</b>  1. <b>APPOINTS Helen Barker as a regulated member of Council for a term from February 1, 2026, to August 31, 2028.</b> 2. <b>APPOINTS Kristan Reynolds, a regulated member of Council to the Council Appointment Committee for a term from October 3, 2025 to August 31, 2026</b>	<b>W Gaudette/K Reynolds Carried</b>
<b>8.1.3.</b>	HCA Advisory Committee	<b>Motion</b> <b>The Council of the College of Licensed Practical Nurses of Alberta:</b>  1. <b>DISSOLVES the HCA Advisory Committee</b> 2. <b>DECIDES that this resolution is effective immediately.</b>	<b>K Mansbridge/T Kent Carried</b>
<b>8.1.4.</b>	Council CEO Compensation and Recruitment Committee	<b>The Council of the College of Licensed Practical Nurses of Alberta:</b>  1. <b>Appoints Kristan Reynolds, a regulated member of Council to the CEO Compensation and Recruitment Committee for a term from October 3, 2025 to August 31, 2026</b>	<b>I Pfeiffer/M Noel Carried</b>
<b>8.2.</b>	Environmental Scan <ul style="list-style-type: none"> <li><b>Was presented by A Carlson</b></li> </ul>		
<b>8.3.</b>	Council Annual Competency Evaluation: Education Survey <ul style="list-style-type: none"> <li><b>Was completed by Council and will be evaluated and brought back to the November 2025 meeting.</b></li> </ul>		
<b>8.4.</b>	Strategic Planning 2026 update <ul style="list-style-type: none"> <li><b>D Lermeyer presented on strategic planning for 2026</b></li> </ul>		
<b>9.</b>	<b>Required Approvals Agenda</b>		
<b>9.1.</b>	LPN Standards of Practice <ul style="list-style-type: none"> <li>Standards of Practice for Licensed Practical Nurses on Boundary Violations</li> <li>Standards of Practice on the Continuing Competence Program</li> <li>Code of Ethics for Licensed Practical Nurses</li> </ul>		
<b>9.2.</b>	Standards of Practice on Restricted Activities, Advanced Practice, and Supervision		
<b>9.3.</b>	LPN Actively Engaged Requirements for Registration		
	<b>Required Approvals Agenda</b>  <b>The Council of the College of Licensed Practical Nurses of Alberta:</b>  <u><b>9.1 - LPN Standards of Practice</b></u>  1. <b>APPROVES the following revised standard of practice and code of ethics documents for registrant and GOA consultation:</b>  1.1. <b>Standards of Practice for Licensed Practical Nurses on Boundary Violations</b> 1.2. <b>Standards of Practice on the Continuing Competence Program</b> 1.3. <b>Code of Ethics for Licensed Practical Nurses</b>		<b>T Kent/K Reynolds Carried</b>

	<p><b><u>9.2- Standards of Practice Restricted Activities Advanced Practice, and Supervision</u></b></p> <p><b>1. APPROVES the revised Standards of Practice for LPNs on Restricted Activities, Advanced Practice, and Supervision for the purpose of consultation.</b></p> <p><b><u>9.3 - LPN Actively Engaged Requirements for Registration</u></b></p> <p><b>1. RESCINDS the 2023 version of the Actively Engaged Requirements for Registration policy.</b></p> <p><b>2. APPROVES the updated Actively Engaged Requirements for Registration policy.</b></p> <p><b>3. DECIDES the changes are effective October 6, 2025.</b></p>	
<b>10.</b>	<b>Adjournment - Friday October 4<sup>th</sup> @1442 hrs</b>	