



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 Lemermeyer, M Malenfant

Staff Presenters: A Carlson, S Rossmann

External Presenters: M Cole, K Hogarth

1.	Call to Order <i>Thursday, October 2 @00903hrs</i> <i>Friday, October 3 @0905hrs</i>		
2.	Acceptance of the October Agenda		
3.	Declaration – Administrative changes <ul style="list-style-type: none">• Council Member Annual Disclosure and Confidentiality• Conflict of Interest• Emergency Contact information form• Technology update – T Richter presented		
4.	Approval of Minutes <ul style="list-style-type: none">• May 29 & 30, 2025 - these minutes were approved via email		
5.	Regulatory Items		
5.1.	Health Care Aide <ul style="list-style-type: none">○ Regulation update<ul style="list-style-type: none">▪ The organization is preparing for HCA regulation and the impact on each department.		
5.2.	HCA Entry Level Competencies <ul style="list-style-type: none">• C Waggott presented the HCA Entry Level Competencies to Council (attached)		
5.3.	Keyano College – Practical Nurse Diploma program	Motion: <i>The Council of the College of Licensed Practical Nurses of Alberta:</i> <ol style="list-style-type: none">1. AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:<ol style="list-style-type: none">a. Entity: Keyano Collegeb. Type of Program: Practical Nurse Diploma program2. DECIDES that the program of study is granted conditional approval until October 1, 2026.3. DECIDES the program will be re-evaluated by that date to determine whether the program is meeting the conditions stipulated by the CLPNA.	K Reynolds/T Kent Carried
5.4.	NorQuest College – Practical Nurse Diploma program for Internationally Educated Nurses	Motion: <i>The Council of the College of Licensed Practical Nurses of Alberta:</i> <ol style="list-style-type: none">1. AFFIRMS that Council has reviewed the ESAC recommendation in respect of the following program of study:	L Osinchuk/M Noel Carried

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

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

	<p><u>9.2- Standards of Practice Restricted Activities Advanced Practice, and Supervision</u></p> <ol style="list-style-type: none"> 1. APPROVES the revised Standards of Practice for LPNs on Restricted Activities, Advanced Practice, and Supervision for the purpose of consultation. <p><u>9.3 - LPN Actively Engaged Requirements for Registration</u></p> <ol style="list-style-type: none"> 1. RESCINDS the 2023 version of the Actively Engaged Requirements for Registration policy. 2. APPROVES the updated Actively Engaged Requirements for Registration policy. 3. DECIDES the changes are effective October 6, 2025. 	
10.	Adjournment - Friday October 4 th @1442 hrs	