

Minutes

Present

N. Thick, Chair	M. Hogard	E. Mutia
A. Arkell (December 7)	C. Hourigan	I. McKinnon
T. Crowder	A. Jahangir	F. Osime
S. Douglas	R. Kaur	J. Petersen
R. Dunn	M. Krauter	L. Poonasamy
D. Edwards	S. Larmour	M. E. Renwick
T. Fukushima	R. Lastimoso Jr.	M. Sheculski
Z. Hamza	S. Leduc	P. Sullivan-Taylor
T. Hands	D. May	D. Thompson
N. Hillier	I. McKinnon	

Regrets

P. Ankamah	A. Arkell (December 8)	K Gartshore
J. Armitage	S. Eaton	M. MacDougall

Guests

Jane Butterfield

Alicia Williams

Staff

V. Adetoye	C. Gora	S. Mills
F. Garvey	E. Horlock	A. M. Shin
S. Crawford	B. Knowles	C. Timmings
J. Hofbauer, Recorder	K. McCarthy	

Land Acknowledgement

N. Thick shared a Land Acknowledgment.

Agenda

N. Thick noted that the agenda that had been circulated. No changes were proposed, and the agenda was approved on consent.

Minutes

Minutes of the Council meeting of September 27 and 28, 2022 had been circulated.

Motion 1

Moved by R. Kaur, seconded by M. Hogard,

That the minutes of the Council meeting of September 27 and 28, 2022 be approved as circulated.

CARRIED

Strategic Plan – 2021-2024

N. Thick highlighted the importance of Council's role in monitoring the implementation of the strategic plan. S. Crawford and S. Mills provided an update. Council was informed that a mid-term check in is planned for the March Council meeting.

Council provided feedback on

- the principles to guide the mid-term check
- current and emerging health care system issues that should inform the mid-term check and
- other opportunities to consider in the mid-term check.

In March, Council will have the opportunity to review the mid-term check on the Strategic Plan and consider how CNO is achieving its purpose, identify successes, lessons learnt and how CNO might further focus and refine its work given the changing environment.

Registration

It was noted that Council has been discussing and making changes to registration processes for over a year. A. Shin, Director, Professional Practice, highlighted some of the initiatives including the collaborative Supervised Practice Experience Partnership and recent changes to the Temporary Class and reinstatement processes.

A. McNabb, Manager, Modernization of Applicant Assessment, provided an update on modernization of applicant assessment processes, including accomplishments to date and work in progress related to education requirements and evidence of practice. Statistics were provided on the number of internationally educated nurses who have been registered through participation in the Supervised Practice Experience Partnership.

In September, Council had approved changes to the regulations related to the Temporary Class and to reinstatement. S. Vogler, Manager of Entry to Practice, provided an update to Council on implementation of the regulations, including statistics on the number of applicants eligible for the Temporary Class under the new regulations and the number registered. She noted that a learning module is available to nurses registered in the temporary class and their employers. She also informed Council on the number of former registrants who have reinstated under the revised reinstatement regulation.

E. Tilley, Manager of Regulatory Policy and Research highlighted the impact of the *Pandemic and Emergency Preparedness Act, 2022* on the *Regulated Health Professions Act*. It was flagged that effective January 1, 2023, CNO will need to accept new language proficiency tests

and there will be new timelines related to communication with, and decision-making about, applicants. Effective August 31, 2023, regulations regarding the Emergency Class need to be in place. E. Tilley highlighted the work in progress towards meeting the new legislative expectations.

Jurisprudence

It was noted that successful completion of the jurisprudence examination approved by Council is a requirement for registration. L. Mathias, Strategy Consultant highlighted the work being done to develop new jurisprudence examinations. It was identified that Council will be asked to approve new jurisprudence examinations in March.

Modernizing practice standards - Code of Conduct

N. Thick flagged the centrality of Practice standards to CNO's purpose. She noted that the standards outline the expectations for safe and ethical care. She noted that Council had received a decision note, including a final draft revised Code of Conduct.

C. Tancioco, Strategy Consultant provided a presentation, highlighting the process for developing and consulting on the revised Code and shared the feedback from the most recent consultation. She highlighted the plans for implementation of the Code, including delayed implementation to allow for communication and education.

The importance of CNO setting clear standards to guide practice, including addressing cultural humility and safety, was confirmed. It was noted that setting a future implementation date allows for education and system change.

Motion 2

Moved by R. Dunn, seconded by Z. Hamza,

That Council approve the draft *Code of Conduct*, as it appears in Attachment 1 of the decision note, as a practice standard of the profession of nursing, effective Monday, June 5th 2023.

CARRIED

Nursing education program approval

N. Thick noted that it is the role of Council to approve nursing programs. She flagged the potential for conflict of interest and no conflicts were declared.

Motion 3

Moved by D. Edwards, seconded by A. Jahangir,

That the comprehensive review status of the Ontario Tech University nursing programs be approved, as listed in Attachment 1 to the decision note.

CARRIED

Motion 4

Moved by J. Petersen, seconded by D. May,

That the preliminary review status of new nursing programs at Confederation College and Lambton College be approved, as listed in Attachment 2 to this decision note.

CARRIED

CEO Update

S. Crawford shared reflections on CNO's work and some emerging themes in the world of regulation.

Statistics on the registration of new nurses in 2022 were highlighted, including the registration of more than 1,000 new nurses through the Supervised Practice Experience Partnership. The work done by staff in enhancing regulatory processes and communication was reviewed.

Council was informed of the launch of annual renewal in November, noting the importance of nurses renewing their annual membership.

Council was updated on collaborative work, including:

- approval of new national Entry to Practice Competencies for Nurse Practitioners by the Canadian Council of Registered Nurse Regulators (CCRNR)
- achievement of the first milestone in Nursys Canada. CNO and the British Columbia College of Nurses and Midwives can now share and review registration and disciplinary information about nurses registered in those two provinces using the Nursys application.

Council was updated on the work being done to support nurses in understanding their professional accountability, including the new Code of Conduct, ongoing enhancements to CNO's Quality Assurance Program and a new statement on the standard of care. It was confirmed that CNO will continue its collaborative work to support public safety.

Executive Committee

Council members had received draft minutes of the Executive Committee meeting of November 17, 2022. N. Thick noted that the focus of the meeting was on planning for the December Council meeting, including plans for a workshop sharing the results of the Council evaluation.

N. Thick noted the Executive serves as Council's governance committee. She flagged the importance of a complete and diverse Executive Committee, noted that CNO staff will be circulating a call for candidates for election to the Executive and encouraged members to consider the opportunity.

Thursday December 8, 2022

Quality Assurance Program

N. Thick noted that Quality Assurance (QA) is a proactive regulatory program, required in legislation. She noted that it supports nurses in maintaining and improving their competence by integrating learnings into their practice and is integral in ensuring the public receives safe, quality, and ethical care.

C. Mill, Manager, Practice Quality and A. Tong provided an overview on the current Quality Assurance Program and the plans for program transformation beginning in 2023. It was noted that CNO will be implementing a new learning management information platform for nurses participating in the QA Program, particularly those selected for the QA Assessment component of the program. It was confirmed that implementation of change will be managed, with a small selection for QA Assessment in 2023. Ongoing evaluation and feedback will support ongoing improvements to the program. Over time, the plans are to expand the selection for QA Assessment.

In March, staff will update Council with information on the plans to role out the new program and the framework for selecting nurses to participate in the QA Assessment component of the QA program.

Finance Committee

Council members had received a report of the Finance Committee meeting of November 17, 2022. R. Kaur Chaired the meeting and highlighted the report.

Financial Statements

Council had received the unaudited financial statements for the nine-months ended September 30, 2022. R. Kaur noted that the year-to-date surplus of \$4.2M is \$7.2M more than the budgeted deficit of \$3M. She reported that the Finance Committee had discussed the reasons for the variance from budget.

Motion 5

Moved by R. Kaur, seconded by N. Hillier,

That Council accept the unaudited financial statements for the nine months ended Sept 30, 2022

CARRIED

Sub-Committee on Compensation

R. Kaur noted that the Finance Committee had received a report from the Sub-Committee on Compensation. She highlighted advice by the Sub-Committee that the compensation program proposed for 2023 is congruent with:

- CNO's Compensation Principles and
- best practices in human resource management.

2023 Budget

R. Kaur noted that Council received the same budget package as the Finance Committee. She identified that the package is detailed and clearly explains how it is proposed that resources be allocated in 2023 and includes projections to 2026.

S. Mills provided an overview of the budget which includes resources to support ongoing operations, enhancements to key regulatory functions, and implementing the Strategic Plan. He flagged that the outcome of the 2023 budget and 2024 projection puts CNO below the minimum accumulated surplus benchmark of three months' operating expenses, and a fee increase may need to be considered for 2024.

R. Kaur assured Council that the Finance Committee did its due diligence and is confident that the proposed budget provides the resources CNO needs to meet its regulatory role, implement its strategic plan, and support its long-term financial viability. She noted that in February, the Finance Committee will review the unaudited year-end results and decide whether to recommend a fee increase to Council for 2024.

Motion 6

Moved by R. Kaur, seconded by D. Thompson,

That the 2023 operating and capital budgets be approved.

CARRIED

Board Evaluation


N. Thick noted Council's commitment to undertaking an evaluation of its effectiveness. She noted that Council approved its evaluation policy in September and had a professional development session in December to support further learning about evaluation and have preliminary discussion on the results of the evaluation.

J. Butterfield and A. Williams from Watson joined the meeting. They reviewed the work completed and identified that they will review the feedback from the workshop and identify priority areas for Council focus.

N. Thick noted the Executive Committee will be reviewing the report and the priorities identified by Council and will bring a strategic, focused approach to Council for review in March.

By-laws amendments related to statutory committees

Council received a discussion note about proposed by-law amendments to support statutory committee effectiveness. The by-laws, which will be considered by Council for decision in March, give Council the flexibility to add members to statutory committees, if needed, by removing the maximum membership in by-laws regarding committee structure.



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It was noted the proposed amendments provide the flexibility to allow for change if needed. Council members did not identify any questions or further information needed for decision-making in March.

Dates of Council meetings

The Executive recommended dates for Council meetings in 2023.

Motion 7

Moved by A. Jahangir, seconded by E. Mutia,

That Council approve the following meeting dates for 2023:

- Wednesday and Thursday, September 27 and 28, 2023
- Wednesday and Thursday, December 6 and 7, 2023

CARRIED

Next meeting

Council will meet again on March 8 and 9, 2023. The meeting will be virtual.

Adjournment

At 2:00 p.m., it was

Motion 8

Moved by F. Osime, seconded by S. Leduc,

That Council adjourn.

CARRIED