

COUNCIL MINUTES



Date: October 29, 2023

Time: 11:00 a.m. – 2:00 p.m.

Location: YWCA - Calgary

Attendance: Margaret Cayenne Christina Logee Raegan Cerisano
Laura Lazenby-Pashko Olatunde Olatona Assad Choudhry
Chinedu Ogbonna Scott Smith Lana Bentley
Tammy Kohut Sharon Uppal Kristie Murray

1. CALL TO ORDER AND RELATED BUSINESS

1.1 Pillars and Land Acknowledgement

The meeting was called to order at 11:03 a.m.

1.2 Approval of Agenda

Motion 1.0: That the October 29, 2023 Council meeting agenda be approved. Moved by: Laura Lazenby-Pashko. Seconded by: Raegan Cerisano. Carried.

1.3 Approval of Minutes

Motion 2.0: That the June 25 2023, meeting agenda be approved. Moved by: Scott Smith. Seconded by: Chinedu Ogbonna. Carried.

1.4 Conflict of Interest

No conflicts were declared by those in attendance.

1.5 Council Roundtable

An update was provided on the potential NACOR changes in 2024 that would see NACOR taking over the administration of the exams in Alberta. An update will be provided at the Q4 council meeting in January 2024.

2. GOVERNANCE AND AUDIT

2.1 President Report

The president provided an update on the last quarter. It was noted the focus group for review of the COA

Standards of Practice may be completed in December 2023. No further questions were posed.

2.2 Governance and Audit Committee Report

The Chair of the Governance and Audit Committee provided an update on the work that was completed by the committee in the previous quarter.

- Motion 3.0:** To accept the amendment to policy 1.1 of the COA Council Governing Policies – Council Mandate. Moved by: Laura Lazenby-Pashko. Seconded by: Margaret Cayenne. Carried.
- Motion 4.0:** To accept the amendment to policy 2.22 of the COA Council Governing Policies – Council Composition Matrix. Moved by: Margaret Cayenne. Seconded by: Laura Lazenby-Pashko. Carried.
- Motion 5.0:** To accept the amendment to policy 2.2. of the COA Council Governing Policies –College Recruitment and Selection. Moved by: Laura Lazenby-Pashko. Seconded by Margaret Cayenne. Carried.
- Motion 6.0:** To accept the draft COA Transparency Principles. Moved by: Margaret Cayenne. Chinedu Ogbonna. Carried.
- Motion 7.0:** To approve Seniuk & Company as the auditors for 2024 and completion of the COA’s 2023 audit. Moved by: Scott Smith. Seconded by: Raegan Cerisano. Carried.

2.3 Draft Strategic Plan 2024-2027

The 2024-2027 draft strategic plan was reviewed. Clarity was provided to the council on the definition of right touch regulation. A right touch workshop will be recorded and made available to the council.

- **Action Item:** Staff to record and make available the Right Touch Regulation workshop presented by CRNA.
- **Action Item:** Staff to look at further governance training for the March 2024 council meeting.
- **Action Item:** Staff to post the NACOR study/survey.
- **Action Item:** Staff to follow up on the progress of the Fute marketing group with NACOR.

3. REGISTRATION AND COMPETENCE

3.1 Registration and Competence Committee

The Chair of the Registration and Competence Committee reviewed the work of the committee over the last quarter. No questions were posed.

4. OPERATIONAL REPORT

4.1 Operational Report Q3

The CEO and Registrar provided an overview of Q3 operations. No questions were posed. The operational plan will be presented in January.

- **Action Item:** Staff will present the 2024 operational plan at the January 2024 council meeting.

An update of finances for Q3 was presented. The finances were higher than budgeted due to an increase in SAIT and PLAR candidates and a small increase in reinstatement fees. Expenses are lower than budgeted but were expected to increase in October. Office expenses were up due to the CEO/Registrar recruitment.

- **Action Item:** Staff to prepare what the projection for Q4 will look like and post for council review.

4.2 2024 Council Meeting Dates

It was agreed that the threshold for hosting an in-person meeting would be 80% attendance. The 2024 meeting dates were set as follows:

- January 26, 2024 – 6:00 – 9:00 p.m.
- March 31, 2024 – 9:00 a.m. (*Edmonton – COA Office*)
- June 21, 2024 – 6:00 p.m. – 9:00 p.m.
- October 20, 2024 – 9:00 a.m. (*Calgary – YWCA Office*)

Adjournment

Meeting adjourned at 1:27 p.m.

Respectfully Submitted,

*Kristie Murray
Recording Secretary*

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