

1.0 CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Parteek (Gunny) Brar, Chair of the NSCN Board and presiding officer of the NSCN Annual Meeting, called 2024 Annual Meeting to order at 1300 hours via Zoom. As an act of reconciliation, the Chair opened the meeting with the following land acknowledgement:

The Nova Scotia College of Nursing respectfully acknowledges that we are located in Mi'kma'ki, the ancestral, unceded and unsundered territory of the Mi'kmaq. We recognize the Mi'kmaq as the past, present, and future caretakers of this land, where the territory and its 13 First Nations are covered by the Treaties of Peace and Friendship, which remain effective today.

NSCN acknowledges the historic and ongoing systemic barriers and injustices caused by colonization and the resulting inequitable treatment of Indigenous peoples in health care. We recognize colonialism has caused significant barriers to access, participation, representation and success within the nursing profession.

Let this acknowledgement serve as a reminder of NSCN's responsibility and commitment to continuous learning, dismantling ongoing legacies of oppression and inequity, and reconciliation to affect meaningful change in the regulation of the nursing profession. We are all treaty people.

The Chair welcomed the public, registrants and guests joining on-line from across the province and Canada to the fifth NSCN Annual Meeting.

The Chair introduced the members of the NSCN Board:

- public representatives: Alana Baxter, Paulette Anderson and Robyn Schleihauf; and
- registrant representatives: Board Vice-Chair Krista Smith, Ashley Clements, Claudia Hynes, Rachel Sullivan and Tricia Lane.

The Chair introduced Sue Smith, NSCN Chief Executive Officer & Registrar, and the independent auditor from Grant Thornton, Chris Trenaman.

2.0 REVIEW OF MEETING FORMAT AND PARTICIPATION

The Chair reviewed the NSCN 2024 Annual Meeting format.

The Chair noted that everyone who registered for the Annual Meeting would have received an email with a link to the Annual Meeting materials, including: the Annual Meeting agenda, the minutes from the 2023 NSCN Annual Meeting, the 2023 NSCN Annual Report, the NSCN By-laws and a resource titled “NSCN 2024 Annual Meeting Participation”.

The Chair described how participants were invited to submit their questions when they registered for the meeting. They could also ask questions by submitting questions via the chat box function at the bottom of their screen and that they would be answered during the Discussion Period. Due to time constraints, any unanswered questions in the chat box would be addressed in writing and shared on the NSCN website and newsletter. The Chair noted that questions should focus on the Annual Report or nursing regulatory matters.

3.0 NSCN 2023 ANNUAL MEETING MINUTES

The Chair submitted the minutes from the 2023 NSCN Annual Meeting for information. The Chair noted that the minutes had been approved by the Board on September 29, 2023 and were posted on the website in February 2024.

4.0 NSCN 2023 ANNUAL REPORT

The Chair invited Sue Smith, CEO & Registrar to join him in presenting the 2023 Annual Report.

The joint report highlighted accomplishments of NSCN in 2023, with a focus on the three strategic objectives and how they were delivered:

- Effective Regulation,
- Transparent Regulation, and
- Accountable Regulation.

The Chair and CEO & Registrar reported on highlights from the Operational activities in the Annual Report, including:

- Development and implementation of new registration and licensure process
- Right-Touch Regulation
- Launch of new Regulatory Information System
- NSCN’s Coordinated Support of the expedited registration and licensing process
- Key Performance Indicators (KPIs)
- NSCN’s equity, diversity, inclusion and belonging (EDIB) vision
- Successful licence renewal season with new & efficient portal
- Customer service support of NSCN’s expedited registration and licensing process
- New transition to practice support tools
- Opportunities for stakeholder feedback on NSCN work
- New process for recruitment, selecting and appointing public members to Regulatory Committees
- NSCN participating as key health system partner

5.0 NSCN 2023 AUDITOR'S REPORT

The Chair reported that the auditor's report was included in the NSCN Annual Report pre-circulated and available on the NSCN website.

The Chair invited NSCN's auditor Grant Thornton to present the 2023 Auditor's Report for NSCN.

The auditor, Chris Trenaman, from Grant Thornton, presented highlights from the 2023 Auditor's Report and financial statements for NSCN for the period of January 1 to December 31, 2023. Highlights from the Statement of Operations, Balance Sheet and Statement of Changes in Net Assets were provided. Chris Trenaman noted that the audit was conducted in accordance with Canadian Generally Accepted Auditing Standards (GAAS). Chris Trenaman reported that, in their opinion, the financial statements were presented fairly and free of material misstatement, and as of December 31, 2023, NSCN was in a healthy financial position.

The Chair thanked Chris Trenaman for the report.

6.0 DISCUSSION PERIOD

The Chair opened the Discussion Period and asked participants to submit their questions about matters raised during the Annual Meeting through the chat box. The Chair thanked participants who had submitted their questions in advance of today's meeting. The Chair asked Heather Totton, Senior Director, Governance and General Counsel to moderate the questions from the chat box.

A number of questions were received from participants in the chat box. The questions were presented to the Chair and CEO for response in the time allotted for discussion.

At the end of the discussion period, the Chair thanked everyone for submitting their questions and noted not all questions could be addressed during the discussion time. The Chair reported that NSCN staff would create a summary of all questions and answers provided during the meeting, as well as including the questions (and related responses) that could not be reviewed during the meeting in a document that would be shared with all meeting participants, be made available on the NSCN website and in an upcoming newsletter.

7.0 INTRODUCTION OF NEW NSCN BOARD MEMBERS

The Chair acknowledged and thanked Board members Claudia Hynes and Rachel Sullivan whose terms were ending on May 31, 2024. .

The Chair introduced the newest members of the NSCN Board elected before the Annual Meeting, Susan Earle LPN and Andrew Heighton RN as registrant members, whose terms would begin June 1, 2024.

The Chair noted that he and the Board looked forward to the government's appointment of two new public representatives in the future.

8.0 RECOGNITION OF RETIRING NSCN CEO & REGISTRAR

The Chair recognized that Sue Smith was planning on officially retiring on June 14th, 2024 but has agreed to stay on as CEO & Registrar on an interim basis as the Board continues the work to recruit her successor to fill the role. On behalf of the Board, the Chair thanked Sue for staying on and for her leadership as CEO & Registrar for the past nine years.

The CEO & Registrar thanked the Board Chair and all of the Board members for their guidance and support.

The Chair thanked the NSCN staff for all their work on behalf of all Nova Scotians.

9.0 ADJOURNMENT OF ANNUAL MEETING

On behalf of the Board, the Chair thanked everyone for joining the on-line Annual Meeting. The Chair also thanked the nurses and the public of Nova Scotia reminding them that they are the reason why NSCN exists and are also the driving force behind not only NSCN but the governance work the Board does as well.

Having concluded the business for the meeting, the Chair declared the fifth Annual Meeting of the Nova Scotia College of Nursing adjourned at 1400 hours.

Recorded by:
Marie-Claude Geddry, Administrative Assistant