

– MRCNS Quarterly Council Meeting –
APPROVED MEETING MINUTES
Thursday, November 30, 2023; 12:00pm-12:30pm ADT
ONLINE

MRCNS Council Members in Attendance:

T. Pickart RM, Chair
T. Crawford RN, Vice-Chair
K. Wallace, Treasurer

Regrets:

L. White
P. Anderson

Absent:

A. Houstoun MD

Staff in Attendance:

J. Wright, Registrar/ED
J. Neil, Executive Assistant

0. Welcome, Call to Order and Introductions (no attachment) (J.Wright)

The meeting was called to order by Jenny Wright, at 12:06pm ADT.

QUORUM NOT PRESENT. Meeting adjourned and motions sent via email to all Council members.

Chantal Hoffman was invited to attend as a guest for the meeting and training, while we await the formal confirmation of her appointment. She did not attend.

It shall be noted that today's meeting was followed by a board training event. The Council completed a 3-hour online training workshop on Strategy Planning from 12:30pm - 3:30pm, facilitated by our accountant, Debi Peverill.

1. Approval of Agenda (ATCH 1) (T.Pickart)

QUORUM NOT PRESENT.

Meeting adjourned and motions sent via email to all Council members.

No objections.

2. Approval of Sept 20, 2023, MRCNS Council Meeting Minutes (ATCH 2) (T.Pickart)

Moved to email vote because of lack of quorum at Nov 30 meeting. Email vote sent on 2023/12/04.

Consensus to approve the minutes; all Council members voted Yes.

No objections. **Approved via email.**

3. Update from HR Committee (T.Crawford)

–REPORT and MOTION FROM EMAIL VOTE ON 12-04-2023–

Evaluation of the Registrar/Executive Director (Registrar/ED) is one of the most critical processes used by Council to maintain accountability for the actions of the Registrar/ED and performance of the Council. It is the responsibility of the Human Resources Committee to complete an annual performance review of the Registrar/ED.

Prior to the transition from Government the performance review was conducted by December 31st each year. The HR Committee reviewed the PA processes and recommends changing the PA annual review to be in keeping with the fiscal year rather than the calendar year.

Moved to email vote because of lack of quorum at the Nov 30 meeting.

Council made and approved the following motion via email:

Motion

Amend the timing of the performance appraisal date for the R/ED to be fiscal year (Mar 31).

Moved by: T.Crawford **Seconded by:** T.Pickart

No objections. **Approved via email vote.**

4. Other

- (a) CMRC Apology Letter to First Nations People and Community was discussed (**ATCH 5**)
(J.Wright)

T.Crawford asked to whom the letter was being sent.

J.Wright answered that it is posted online and sent to all CMRC members to also post on social media and websites. Also sent to CAIM and NACM.

It was recommended and agreed that the letter be referenced during our strategic planning.

ACTION ITEMS

Item	Task Description	Owner	Due Date	Status
1	Distribute Honorarium Timesheets to Council Members for Nov 30 meeting	J.Neil	11/30	Completed 11/30
2	Send email with HR Report and Motions to Vote to all Council Members	J.Wright	12/04	Completed 12/04
3	Inform Midwife Members, the Public and Managers of Programs of policy updates / decisions from Quarterly meeting	J.Wright	12/1	Completed 12/4
4	Create and send Quarterly Newsletter to Midwives	J.Neil	12/15	Completed 12/20
5	Book a Facilitator for Strategic Planning session with the Council	J.Wright	Q1 2024	Completed
6	Prepare for Strategic Planning	ALL	Q1 2024	In Progress