

Expectations for Observers at Board Meetings

BCCNP board meetings occur at scheduled times throughout the year. The meetings are generally comprised of two sessions: an open session, which is open to the public to observe; and an in-camera or closed session, which is not open to the public (see further below). Board meetings are business meetings only and are not to be confused with general meetings for registrants.

Should you wish to observe a board meeting, you must notify the college no later than one week in advance of the meeting. As physical space is very limited, those who notify us first will be given priority to attend in person. A teleconference line will be made available for additional observers.

As an observer, we ask that you respect the rules of the board meeting. This includes signing in at Reception on arrival for security purposes, ensuring that mobile devices are switched off before entering the board room, refraining from speaking to other observers or participants while the meeting is in progress, and entering/leaving the room quietly so not to cause any disruption. You are prohibited from recording the meeting.

Discussion during the meeting is limited to board members, the Registrar/CEO and any college staff who are present at the invitation of the board. You will not have an opportunity to participate in board discussions.

Should you have a question about an item under discussion, we ask that you wait until a scheduled break in the meeting to raise your question with the Board Chair or the Registrar/CEO. If there is time on the agenda, your question may be addressed during the meeting.

If you are attending the meeting because you have a question for the board, or wish to make a presentation, please write to the Registrar/CEO well in advance of the meeting, who will bring your matter to the attention of the Board Chair. The Board has full discretion in deciding whether an item will be added to its agenda.

You will be asked to leave the meeting if the board moves to an in-camera or closed session to discuss a matter identified under section 19(2) of the BCCNP Bylaws, a copy of which is attached.

If you have a question for the board, please email ceo@bccnp.ca

If you wish to attend a board meeting, please email governance@bccnp.ca



BYLAWS OF THE BRITISH COLUMBIA COLLEGE OF NURSING PROFESSIONALS

19 Openness of board meetings

- (1) Subject to subsection (2), board meetings must be open to registrants and to the public.
- (2) The board may exclude any person who is not a board member from any board meeting or part of a board meeting if the person's attendance at the board meeting is disruptive or if the board is satisfied that one or more of the following matters will be discussed:
 - (a) financial or personal or other matters of such a nature that the interest of any affected person, or the public interest in avoiding disclosure of those matters, outweighs the public interest in board meetings being open to the public;
 - (b) information concerning an application by any individual for registration under section 20 of the Act or a certified practice designation under section 289 [*Certified practice designations*], or reinstatement or renewal thereof, the disclosure of which would be an unreasonable invasion of the applicant's personal privacy;
 - (c) information concerning a complaint against, or investigation of, any individual under Part 3 of the Act, the disclosure of which would be an unreasonable invasion of the individual's personal privacy;
 - (d) information concerning an assessment of the professional performance of a registrant under section 26.1 of the Act or the registrant's compliance with competency or quality assurance requirements established under Part 6 [*Quality Assurance*], the disclosure of which would be an unreasonable invasion of the individual's personal privacy;
 - (e) information the disclosure of which may prejudice the interests of any person involved in a proceeding under the Act, including a disciplinary proceeding under Part 3 of the Act or a review under Part 4.2 of the Act, or any other criminal, civil or administrative proceeding;
 - (f) personnel matters;
 - (g) property acquisitions;
 - (h) the contents of examinations;
 - (i) information concerning the scoring or results of examinations, a report of the registrar under section 236(5) [*Examinations*] or a request for approval to take an examination again under section 236(9) or (10) [*Examinations*], the disclosure of which would be an unreasonable invasion of any individual's personal privacy;
 - (j) communications with the Office of the Ombudsperson;
 - (k) instructions given to or opinions received from legal counsel, or any other matter which is subject to solicitor-client privilege;
 - (l) information that the college would be required or authorized to refuse to disclose to an applicant making a request for records under Part 2 of the *Freedom of Information and Protection of Privacy Act*;
 - (m) information that the college is otherwise required by law to keep confidential.