

## **BC Coalition of Nursing Associations Terms of Reference**

### **Members/Composition**

Members represent B.C.'s four nursing professional associations and provincial nurse educators.

### **Specifically:**

ARNBC – 3 representatives – President, President Elect, Executive Director

ARNBC – 3 representatives – President, Vice President, Treasurer

BCNPA – 3 representatives – President, Vice President, Board Member selected by BCNPA Board

LPNABC – 3 representatives – President, First Vice-President, Treasurer

NECBC – 3 representatives – Chair, two Representatives Appointed by NECBC

Special guests may be included, on a case-by-case basis, for each Coalition meeting. This may include guest speakers, representatives from the regulatory bodies, government, the Union, non-nursing Associations or expert advisors in a particular topic or field. Guest speakers will be determined by Coalition members at least one meeting prior to invitation.

Facilitation/Administration – A facilitator is present to guide discussion, organize workflow and help to achieve the goals set out by the Coalition. One administrative support person is appointed to handle note-taking and logistics.

### **Term of Membership**

Members will normally serve on the Coalition in conjunction with the terms of their organizational positions. Where appropriate to the strategic agenda, individuals holding organizational representative positions may be invited as at large members following their terms at the will of the Coalition.

### **Formation Details**

The Coalition was formed in December 2013, to represent leadership around strengthening and integrating nurse practitioners within the B.C. healthcare system. Immediately upon forming, members recognized that not only was the nurse practitioner initiative at a critical juncture in B.C., but that the entire nursing community was under threat by virtue of lacking a strong, cohesive voice on key policy matters affecting the profession and its contribution to the health of the population. Coalition members felt it was important to continue working together as a group on broader nursing issues that cannot be addressed without cohesion and collaboration across key nursing groups in the province.

### **Goals**

1. Strengthen collaboration between all sectors of the nursing spectrum in the province (RNs, NPs, LPNs, RPNs)
2. Strategically influence political leaders to strengthen the presence of nursing leadership within government and the health authorities.
3. Coordinate collective political strategy toward government relations with nursing overall – working on behalf of, not supplanting, the work of each individual association or organization.

## Resources and Budget

The Coalition will attempt to share resources and budget, recognizing that not all organizations have equal access to funds. Hosting duties will rotate between the groups and additional funding requirements (ie, research support), will be discussed on an as needed basis until such a time as a more formal cost-sharing agreement can be reached by the groups.

## Frequency

The Coalition will be a recurring meeting monthly on the 2nd Wednesday of every month from 9am to 2pm unless a more optimal time is identified by a majority of the members, in which case these TOR will be revised.

## Confidentiality

Coalition members recognize that information shared during Coalition meetings may at times be sensitive and for this reason, confidentiality is of the utmost importance. Coalition meetings are intentionally in a location which is to be a 'safe place' for information sharing and discussion. At the conclusion of each meeting, the group will decide which information can be shared publicly and by whom.

## Representation

Because of the sensitive nature of the work, and the urgency of strategic working processes based on effective teamwork and collaboration, members unable to attend meetings will not be entitled to send a delegate on their behalf. Recognizing the value of shared information, the coalition will strive to use other mechanisms to ensure that all members have the opportunity to remain current on information and have input into decisions.

## Communications

BCCNA will communicate using the BCCNA website ([www.bccna.com](http://www.bccna.com)). Minutes of meetings will be posted within two weeks of a regular meeting, and all publications and documents that are jointly developed will be posted in a timely manner. Any of the member organizations who wish to repost or distribute information from the Coalition site may do so providing all copyright, branding and attributions are left intact.

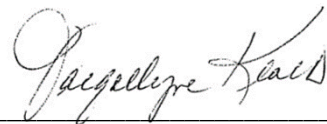
## Relationships to other groups

The Coalition does not intend to supplant any of the autonomous nursing organizations or associations which are represented, but seeks to develop further understanding, awareness and collaboration between all nursing groups in the province.

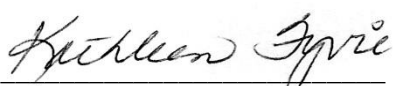
BCCNA Coalition Terms of Reference Endorsed By:




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