

**CCPA Board Meeting  
August 18, 2011  
Teleconference  
19:00-19:30 (EDT)**

**Present:** Lorna Martin (Chair), Miriam Duff, Lilli Janzen, Trish McCracken, Beatrice St. Amand-Doepker, Blythe Shepard, Sarah Holland, Serge Hall, Beth Robinson, George Dunne, Barbara MacCallum (Secretary)

**Regrets:** Deborah Wood Salter, Ron Lehr, Marie Cardinal-Picard, Erin Crossland, Martin Reid

**Absent:** Michel Lefebvre

**Welcome**

- Lorna welcomed everyone and thanked them for attending the meeting.

**Agenda**

1. Approval of Agenda
2. Acceptance of the July 21, 2011 Minutes
3. Conflict of Interest
4. President's Summer Update
5. Directors' Summer Update
6. Webinar
7. New Business
8. Next Meeting
9. Adjournment

**1. Approval of the Agenda**

**Motion:** To approve the agenda.

**Moved by Beth Robinson. Seconded by Beatrice St. Amand-Doepker.  
CARRIED.**

**2. Acceptance of Minutes**

**Motion:** To accept the minutes of the July 21, 2011 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Beatrice St. Amand-Doepker. Seconded by Trish McCracken.  
CARRIED.**

**3. Conflict of Interest**

All attendees confirmed that they did not have a conflict of interest with regard to any of the agenda items.

**4. President's Summer Update**

- It has been a busy and productive summer at CCPA. Following are some highlights.
  - New CCPA brochures (bilingual): ready for distribution
  - New CCPA PowerPoint presentation introducing audiences to the Association: this PowerPoint presentation has a "voice-over" for each slide. The English "voice-over" is complete; the French "voice-over" is currently in process.

- The Governance Manual has been fully translated up to and including changes in May 2011.
- The planned Supervision Manual has been researched and preparations for drafting the document are underway (President and President-Elect are co-authors).
- Two Transitional Council meetings in Ontario have occurred. (President, CEO, Ontario Anglophone Director in attendance): Misconduct Regulations, Registration Regulations, Quality Assurance Regulations have been distributed for stakeholder feedback. As part of the Ontario Coalition, CCPA has been involved in the stakeholder process.
- An Update on Bill 21 was created for Quebec members and Ontario members who work in Quebec. A letter to the Office of Professions regarding the status of members holding CCC is pending.
- Regional Workshops in Ottawa, Toronto, Halifax, Calgary, and Vancouver have been advertised. The President or delegate will be in attendance at each workshop for a Q and A session with participants.
- The Health Action Lobby (HEAL) has released “Principles to Guide Health Care Transformation”, a portion of which applies to counselling and counselling-related activities. (CCPA is a member of this group).
- Feedback from Board members was solicited regarding potential changes to the Continuing Education Credits.
- Legislative Support Funds were released to the British Columbia Chapter for their continued work with the Task Group in BC.
- The CCPA Standards of Practice now joins the CCPA Code of Ethics online. This posting is in response to requests from the Ethics Committee to make these important documents as readily available as possible to members.
- CCPA’s endorsement of the nationally validated definition for the profession has been posted online.
- The Orientation Manual and other important Board-related documents and information are located in the Directors’ Corner of the CCPA website. (Directors’ Corner is invisible to all visitors to the website. You must use the confidential username and password to enter the Directors’ Corner.)
- The structure for the Chapter Support Fund has been created and will be discussed at the November meeting of the Board.
- Work on the initiative in British Columbia to include CCCs on the referral list for general practitioners (CHARD) has resulted in the potential launch of the program before September 2011.
- Venues have been secured for the 2012, 2013, 2014 and 2015 National Conferences. The contract for 2016 is currently pending.
- The Executive has reviewed the Conference Pilot project and will be bringing recommendations forward to the Board at the September Board meeting.
- Lorna also noted that the School Counsellor’s Chapter has amended their constitution and by-laws and these will be brought forward to the Board in November 2011.
- Lorna thanked those Directors who had provided feedback on the first webinar that was reviewed by the Board.
- She encouraged everyone to continue to send feedback on the other two webinars that were to be reviewed.

- She noted that this feedback will allow her to develop a checklist for the upcoming review of the Mental Health Academy materials.
- CCPA now has over 4,000 members.
- Lorna also noted that there has been some discussion of a membership recruitment drive and information will be brought to the Board at a later date.
- Lorna also noted that material related to Supervision, Awards and support for Career Counsellors will be coming to the Board at future meetings.

## **5. Director's Summer Update**

### **Ontario Anglophone – Trish McCracken**

- Trish noted that at the next Transitional Council meeting in Ontario the Code of Ethics will be released.
- It might be useful to compare this Code to other provinces that are regulated.
- Lorna indicated that Quebec has 7 Ordres (similar to regulatory colleges), 4 of which are directly related to counselling/psychotherapy.
- Lorna can send Trish some of the Quebec Codes of Ethics.
- Nova Scotia is using the CCPA Code of Ethics.
- Lorna indicated that comparisons of Codes of Ethics for provincial associations had been conducted as part of CCPA's work on labour mobility and that these may be helpful.
- The Ontario Code of Ethics will also be sent to Blythe as information when it is released.

### **New Brunswick Francophone – Serge Hall**

- Serge noted that there will be a meeting with legal counsel about the New Brunswick Counselling Bill on Saturday, August 20, 2011.

### **Quebec Anglophone – Lilli Janzen**

- Lilli noted that the situation in Quebec regarding Bill 21 is frustrating as there is still information that has not been released regarding the grandfathering process.
- It was noted that a practitioner did not have to belong to the Order of Psychologists, rather the Ordre of Psychologists have been tasked to administer licensing.
- There are seven Ordres in Quebec affected by Bill 21, four of them relate to counselling. Professionals in Quebec who provide psychotherapeutic services are being asked to belong to one of the Ordres (not necessarily the Ordre des psychologues).
- Lilli thanked Lorna and National Office for the work they had done to obtain answers from the various Ordres.

### **Manitoba – Miriam Duff**

- There is a small group of people who want to start the discussion regarding regulation in Manitoba.
- She hopes to have a meeting in the fall regarding this issue.

### **Saskatchewan – Beatrice Amand-Doepker**

- There is interest in Saskatchewan in talking about professional regulation.
- Bea hopes to have a meeting in the fall regarding this issue.

**British Columbia – George Dunne**

- George noted that he and Serge had joined the Ethics Committee and were finding it very interesting.
- The Committee has been very busy and has handled 22 queries and has four cases ongoing at this time.
- Beth who is also a member of the Ethics Committee noted that having George and Serge join the committee has added a valuable perspective.

**6. Webinar**

- The webinar to be reviewed is Sustainability: A Fresh Look at Work-Life Balance

**7. New Business**

- Lilli asked if there could be some webinars related to Adlerian techniques.
- Beth thanked the Lorna for having the Standards of Practice placed on the website.

**8. Next Meeting**

- The next teleconference will be on September 15, 2011 at 13:00 p.m. (EDT).

**9. Adjournment**

**Motion:** To adjourn the meeting.

**Moved by Trish McCracken. Seconded by Lilli Janzen.  
CARRIED**

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President

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Date

## SUMMARY OF MOTIONS

**Motion:** To approve the agenda.

**Moved by Beth Robinson. Seconded by Beatrice St. Amand-Doepker.  
CARRIED.**

**Motion:** To accept the minutes of the July 21, 2011 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Beatrice St. Amand-Doepker. Seconded by Trish McCracken.  
CARRIED.**

**Motion:** To adjourn the meeting.

**Moved by Trish McCracken . Seconded by Lilli Janzen.  
CARRIED**

## SUMMARY OF TASKS

<b>Task No.</b>	<b>Reference No.</b>	<b>Task</b>	<b>Date</b>	<b>Responsibility</b>
1	5	Send Quebec Code of Ethics to Trish	ASAP	Lorna Martin
2	5	Send Ontario Code of Ethics to Blythe	Sep 28, 2011	Trish McCracken
3	6	Review Webinar	ASAP	Board of Directors