

**CCPA Board Meeting
November 19-20, 2011
Sheraton Hotel, Ottawa, ON
8:30-17:00 (EST)
8:30-16:00 (EST)**

Present: Lorna Martin (Chair), Miriam Duff, Lilli Janzen, Beatrice St. Amand-Doepker, Sarah Holland, Serge Hall, Beth Robinson, George Dunne, Michel Lefebvre, Erin Crossland, Deborah Wood Salter, Blythe Shepard, Ron Lehr, Martin Reid, Trish McCracken, Barbara MacCallum (Secretary)

Regrets: Marie Cardinal-Picard

Special Guests

November 19, 2011: Hélène Léopoldorf (CCPA Research Contractor)

November 20, 2011: Suzanne More Kerr, Hope Burke, Wes Moore (Tri-Chairs, CCPA Conference 2011)

Welcome

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

Agenda

1. Approval of Agenda
2. Acceptance of the October 20, 2011 Minutes
3. Conflict of Interest
4. Directors' Reports including Chapter Liaison Reports
5. Review of Information Items
6. CCPA School Counsellors Constitution and By-Laws
7. CCPA Counsellor Educators Constitution and By-Laws
8. Employee Assistance Program (EAP) Report
9. Chapter Support Fund
10. Business Cards
11. CCPA Continuing Education Credits
12. Joint Conference with International Association for Counselling (IAC)
13. Counselling and Psychotherapy Association of Commonwealth Nations (CPACN)
14. National Assessment
15. CCPA Career Counsellor's Certification
16. Project and Committee Work
17. Strategic Plan Review
18. 2020 Visioning
19. CCPA Research Conference
20. Finances
21. CCPA Conference 2011
22. CCPA Committee/Project Reports
23. Business Arising
24. Next Meeting
25. Adjournment

1. Approval of the Agenda

- Request to add the report on Commonwealth Association to the agenda as presented.

Motion: To approve the agenda as amended.

**Moved by Michel Lefebvre. Seconded by Serge Hall.
CARRIED.**

2. Acceptance of Minutes

Motion: To accept the minutes of the October 20, 2011 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by George Dunne. Seconded by Erin Crossland.
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 with the exception of Lorna Martin who indicated that she may have a conflict during the discussion of items 13 and 14. Barb MacCallum indicated that she may have a conflict during the discussion of item 14.

4. Director's Reports Including Chapter Liaison Reports

British Columbia and Yukon – George Dunne

- Due to his location in Prince George, George has not yet been able to attend BC Chapter meetings.
- One of his goals is to update his technology skills.
- George has been in touch with the British Columbia Association of Clinical Counsellors (BCACC) and has spoken to their Executive Director Jim Browne about the status of regulation in BC.
- George is a member of the Ethics Committee.
- The Ethics Committee has been extremely busy.
- He has also been participating with the Northern Initiative Project and has sent out 90 mails; there has been about a 10% response rate.
- George has also been surprised at the volume of member e-mails he receives.

Alberta – Sarah Holland

- Sarah acknowledged the support that she has received from Blythe Shepard as Sarah learns her new role as a CCPA Director.
- The Alberta Chapter is active and Sarah is also working on the Northern Initiative Project.
- The issue in Alberta is that practitioners can register as a Psychologist at the Master's level and all practitioners are encouraged to do so by their training institutions.
- In fact, if you have the credentials to register as a Psychologist, you must register to practice.
- There is little recognition for counsellors in Alberta.

Saskatchewan – Beatrice St. Amand-Doepker

- Saskatchewan has similar issues to Alberta.
- In Saskatchewan a practitioner can register as a Psychologist at the Master's level which everyone is encouraged to do so by their training institutions.
- Discussions about regulation of the counselling profession are in their infancy.
- There is some interest in meeting to discuss the notion of regulation.
- Also there is some interest in starting a Saskatchewan Chapter.

Manitoba – Miriam Duff

- A new Francophone student has been appointed at Université de St. Boniface.
- There is a small group of people ready to look at forming an organization to look at regulation.
- Any information or advice would be welcome.
- Students at the University of Manitoba are interested in hearing about the changes in certification; there is concern about obtaining sufficient practicum hours.

Ontario Francophone – Michel Lefebvre

- Michel presented to approximately 20 students at the University of Ottawa.
- They were very interested in the draft regulations posted by The Transitional Council of the College of Registered Psychotherapists and Registered Mental Health Therapists of Ontario.
- The formal consultation period on the draft regulations ended on September 27, 2011.
- There is confusion about the two protected titles in Ontario (Registered Psychotherapist and Registered Mental Health Therapist).
- "How can a practitioner do the same work and have the same scope of practice but have different levels of training?" is a common question.
- The Ontario College Counsellors (OCC) is currently conducting a survey about the requirements of students with special needs.
- There are more counsellors required to support students with special needs as more of these students are reaching the college level.
- The NCR Chapter continues to offer high quality workshops.
- The NCR Chapter is currently seeking a way to attract younger counsellors onto the Board of the NCR Chapter.

Ontario Anglophone – Trish McCracken

- Trish highlighted areas of her Director's Report.
- She has attended the Transitional Council meetings and has reported on the activities of the meetings to her constituents.
- The formal consultation period has ended in Ontario and there is little if no movement on the Registration Regulations by the Transitional Council.
- The Code of Ethics for the new College in Ontario has been adopted.
- Trish has encouraged her members to start getting ready for regulation by collecting the various pieces of information needed to register.
- Misconduct Regulation 33 has been relaxed so members can put CCC after their RP or RMHT.

- Trish is pleased to notice the weekly messages about professional development from the National Office.
- She has noted the strength of the NCR Chapter and would like to start a Chapter in the Toronto area.
- There are 78 new members in Ontario.
- Trish is the liaison for the School Counsellors Chapter.
- Trish requested clarification on the role of the Chapter Liaison.
- The Chapter liaison acts as a conduit of information but should be careful in expressing opinions or becoming involved in the actual work of the Chapter.

Quebec Anglophone – Lilli Janzen

- There are many questions about Bill 21.
- CCPA and QCA (Quebec Counselling Association) have been working diligently at disseminating the information that is available.
- CCPA sent a letter by courier to the Office des Professions requesting that CCCs be grandfathered. QCA has also sent a letter of support; a response to letter has not yet been received.
- The role of the counsellor in Employee Assistance Programs (EAPs) is confusing some members. Some EAPs indicate that their counsellors are counselling and some indicate that their counsellors are also doing psychotherapy.
- It is not certain that EAPs understand the implication of Bill 21.
- If clients have to wait for psychiatric help in Quebec, the wait is 1.5 years.
- The economy in Quebec has changed and EAPs are overloaded with work.
- It is not clear if a practitioner has to speak French to continue to practice in Quebec.

New Brunswick – Erin Crossland and Serge Hall

- There has been a delay in submitting the final draft of the private members bill to regulate counselling in New Brunswick.
- Legal counsel is suggesting definitions be added to the legislation.
- This will provide title and scope of practice protection in the legislation.
- The Psychologists are currently also revamping their legislation and there may be overlap in the two scopes of practice.
- It is likely that the bill will be introduced in the spring of 2012.
- The Minister of Health is very supportive.

Nova Scotia – Beth Robinson

- The Counselling Therapists Act was proclaimed on October 11, 2011.
- Congratulations were extended to all who worked so hard to achieve this goal.
- The College is holding a celebration on November 26, 2011.
- Lorna Martin has extended her regrets to the NSCCT. She has a conflict in her schedule and is unable attend.
- Ron Lehr, who was extremely involved in the regulation process, will bring greetings on behalf of Lorna from CCPA and offer a special gift for the new College.
- An Interim Executive has been formed for the Nova Scotia Chapter.
- The Chapter has also agreed to be the local host for the CCPA 2013 Conference.

- Beth is also involved on the CCPA Ethics Committee and has been extremely busy in this role.
- It appears that the College of Psychologists in Nova Scotia will be changing its requirements to a Ph.D. which may result in an increase of members for CCPA.
- Lorna noted that CCPA is preparing a handbook for supervisors which may assist NSCCT (The Nova Scotia College of Counselling Therapists).

Prince Edward Island – Deborah Wood Salter

- The provincial election resulted in the return of the incumbent government.
- The Minister of Health appointed in the new government held the same portfolio two years ago and was supportive of regulating counselling at that time.
- The Prince Edward Island Counselling Association (PEICA) has new leadership which has energized the association.
- PEICA had a booth at the Teachers' Convention which had 2,000 attendees.
- There was a great deal of interest at the Convention about PEICA and CCPA.
- There appears to be a critical shortage of school counsellors on PEI at this moment.
- Two counsellors who had retired were called back into service.
- There is a meeting at UPEI (University of Prince Edward Island) to speak about new programs; UPEI is considering a potential Masters level program in counselling.
- No decisions have been made at this time.

Newfoundland and Labrador – Martin Reid

- Private practitioners are frequently asking Martin about the state of insurance.
- Some students were requesting a group rate for webinars.
- National Office is looking into this.
- Martin is also the liaison for the Social Justice Chapter.
- The Chapter is requesting a discount or free booth at the conference as they are raising funds and this reduces the amount they can give to the charity.
- The Social Justice Chapter will be submitting a proposal for the next conference about Counsellors without Borders.

5. Information Items

- Lorna reviewed and updated the information items.

Agreement on Internal Trade / Mobility Project

In April 2011, CCPA hosted the 2011 Symposium on Counsellor Mobility. The Symposium was a success in that there was agreement on a pan-Canadian Definition and Scope of Practice. The next step was to be the development of a pan-Canadian Code of Ethics. HRSDC who has funded these projects encouraged the Project Working Group to submit a proposal. CCPA submitted a proposal in May 2011 on behalf of the Project Working Group. In August 2011, CCPA was notified that the project would not be funded.

In August 2011, CCPA submitted another proposal related to developing Pathways between the three currently regulated provinces.

CCPA was successful in obtaining this funding. The funding started on October 27, 2011.

Regulatory Matters and Advocacy

Quebec

There are seven regulatory colleges in Quebec that relate to the practice of psychotherapy and four regulatory colleges that relate to counselling (indicated by an asterisk):

- Ordre des conseillers et conseillères d'orientation du Québec*
- Ordre des psychoéducateurs et psychoéducatrices du Québec*
- Ordre des travailleurs sociaux et des thérapeutes conjugaux et familiaux du Québec*
- Ordre des infirmières et infirmiers du Québec
- Ordre des ergothérapeutes du Québec
- Ordre des psychologues du Québec*
- Collège des médecins du Québec

Psychotherapy becomes regulated as a reserved title (psychotherapist) and reserved activity (psychotherapy) once Bill 21 is enforced in Québec.

If a member belongs to one of first five of the above regulatory colleges and wishes to practice psychotherapy you *must* have a Master's level credential and apply for a permit to practice psychotherapy from the Ordre des psychologues du Québec, whether or not the practitioner uses or intends to use the title "psychotherapist" or whether or not the practitioner calls or intends to practice "psychotherapy". The definition of psychotherapy as outlined in Bill 21 is as follows:

"Psychotherapy is a psychological treatment for a mental disorder, behavioural disturbance or other problem resulting in psychological suffering or distress, and has as its purpose to foster significant changes in the client's cognitive, emotional or behavioural functioning, his interpersonal relations, his personality or his health. Such treatment goes beyond help aimed at dealing with everyday difficulties and beyond a support or counselling role." (CanLII – Professional Code, R.S.Q. C-26, Chapter VI.1, 187.1)

If the activity practiced corresponds to the legal definition of psychotherapy in the Bill, it is controlled by this regulation.

Individuals who are psychologists and medical doctors may practice psychotherapy but do not require a permit to do so (see <http://www.ordrepsy.qc.ca/en/public/projet-de-loi-21/index.sn>).

Individuals who are not currently members of a professional order may be eligible to obtain a permit through a grandparenting process, but this eligibility will be subject to strict criteria for a limited time. If individuals do not meet the eligibility requirements, they will not be able to obtain a permit.

This section of Bill 21 continues with:

“The Office shall establish by regulation a list of actions which relate to psychotherapy but do not constitute psychotherapy within the meaning of the second paragraph, and shall define those actions.” (Ibid)

During the months of July-September 2011, CCPA sought clarification with regard to the grandparenting aspects of Bill 21. In addition, two information bulletins were written and published on the CCPA website in July and August 2011.

On August 17, 2011 a letter was sent to Mr. Jean Paul Dutrisac, the President of the Office of Professions of Quebec advocating on behalf of CCPA members in Quebec and asking for clarification on Bill 21. A copy of this letter is included in the Board package.

A response to the CCPA letter was received in October 2011. The response suggested that CCPA reply to the public consultation that was currently underway for Bill 21. CCPA responded requesting that CCCs in Quebec be grandfathered. A copy of the letter is in the Board package. CCPA is still waiting for a response.

Ontario

The Transitional Council for the College of Registered Psychotherapists and Registered Mental Health Therapists was extremely busy during summer of 2011. During that time, the Council distributed the draft regulations for which they are seeking formal consultation. The consultation period was from July 29 to September 27, 2011.

The Ontario Coalition of Mental Health Professionals (of which CCPA is a member) met on August 8 and September 10, 2011 to discuss the regulations and formulate a response to the Transitional Council. A copy of the brief submitted to the Transitional Council in September 2011 is contained in the Board package.

CCPA (Lorna Martin and Barb MacCallum) also attended the Transitional Council meetings on June 22 and September 27, 2011. There was another meeting on November 16, 2011. At the meeting on November 16, 2011 the Transitional Council announced changes to the Misconduct Regulations and the Quality Assurance Regulations. There was little change to the Registration Regulations. The Coalition will be meeting on November 21, 2011 to determine the appropriate steps to take regarding lobbying the Minister of Health and Long-term Care.

In addition the Transitional Council developed two sets of competencies. One set for Registered Psychotherapists and one set for Registered Mental Health Therapists. A survey regarding these competencies was distributed to all CCPA members. The competency survey closed on September 25, 2011. These competencies will be going out for public consultation in January and February 2012.

Nova Scotia

The Nova Scotia College of Counselling Therapists was proclaimed on October 11, 2011. Congratulations to all involved!

Alberta

In Alberta, members are struggling because of lack of recognition of counsellors at the Master's level. Everyone is encouraged/mandated to join the College of Psychologists of Alberta.

In order to advocate on behalf of Alberta members a letter was sent to the Minister of Health and Wellness. A copy of this letter is included in the Board package. There has been no response at this time.

New Brunswick

The Private Members Bill has been sent to the province's legal advisor. The bill most likely will be read in the spring 2012 session of Parliament.

School Counsellors Chapter

Lorna Martin and Margie Cain developed a letter which was sent to all Ministers of Education and the Teachers Unions in Canada to advocate for School Counsellors. A copy of this letter is contained in the Board package.

Roundtable on Mental Health and Mental Illness

CCPA was invited to attend a Roundtable on Mental Health and Mental Illness sponsored by the Liberal Party. The meeting was held in Ottawa on September 7, 2011. Facilitating the meeting were Hedy Fry, Member of Parliament for Vancouver Centre, The Honourable Bob Rae, Leader of the Liberal Party, The Honourable Art Eggleton, Member of the Senate. Approximately 7 mental health organizations were at the meeting including the Canadian Psychological Association and the Mental Health Commission. The discussion centred on the lack of mental health resources in hospitals, the correctional system, and schools. Attending on behalf of CCPA were Barb MacCallum and Monika Gal. Included in the Board package is a letter that was sent as a follow-up to the meeting.

Handbooks/Textbooks

The Ethics textbook has an author for almost every chapter. The Counsellor Educators Chapter has contributed greatly to finding authors.

Supervisor Project

In September 2011, Lorna Martin and Blythe Shepard met by teleconference to develop the outline of the Supervisor Handbook. The content for each Chapter was identified and the content is currently being developed. Blythe and Lorna have another meeting planned for November 28, 2011.

CACEP Meeting

In August 2011 the Chairs of CACEP (Bill Borgen and Sharon Robertson) requested permission to convene a meeting of the CACEP Board. CACEP had been trying to hold their meetings by teleconference but have found it a challenge both in terms of finding meeting times and being able to meet long enough to do the kind of work that needs to

be accomplished. In addition to their regular reviews, they urgently need to work on policy development.

The meeting was held on November 4-6, 2011 in Calgary. In attendance were Sharon Robertson, Bill Borgen, Robert Baudouin, Karen Wright and Blythe Shepard. Blythe attended the November 6, 2011 portion of the meeting to provide information and insight into CCPA's current policy directions.

There was a question regarding a presentation given in New Brunswick entitled "CACEP Accreditation – Is it worth it?" No one had any additional information on this.

Employee Assistance Programs

Employee Assistance Programs or EAPs have become an important source of employment for mental health counsellors and in particular for CCPA members. The National Office has received questions from members about various aspects of this field of employment. In order to gain a fuller understanding of this area CCPA conducted a survey of EAPs.

The first step in the study was to define EAPs and to develop a comprehensive list of Canadian EAPs. These were posted on the CCPA website. In addition basic background information related to services offered by an EAP and the referral process were documented.

Once this basic research was completed a telephone survey was conducted of a selected number of EAPs to ask the following questions.

1. Are you affiliated to an EAP agency, or do you provide your own EAP?
2. What are your minimum criteria for hiring a counsellor?
3. Do you consider that your counsellors are doing counselling and/or psychotherapy? Why?
4. People who work for you as counsellors are they:
 - a. On contract or employees?
 - b. Provided with continuous education?
5. What is the cost of a session for a client?
6. How much are your counsellors paid?

The confidential report is contained in the Board package.

The next step related to this item is to decide the appropriate use of this information.

Conferences

2011 – Ottawa

The financial report for the conference has been finalized. The total profits were \$4,753.34. Of this \$1,426.00 will be presented to the NCR Chapter.

2012 – Calgary

Planning continues for this conference. Keynote speakers have been secured, registration was launched on September 16, 2011. Pre-conference workshops have been selected. The call for proposal ended on October 15, 2011. 177 proposals were received for 62 program slots.

2013 – Halifax

The venue has been secured. The National Office is currently working on partnering with the Nova Scotia Chapter of CCPA. The initial meeting was held on October 23, 2011.

2014 – Victoria

The venue has been secured. No further action at this time.

2015 – Niagara Falls

The venue has been secured. No further action at this time.

2016 – St. John's

The venue has been secured. No further action at this time.

6. CCPA School Counsellors Constitution and By-Laws

- Amendments to the Revised 2003 Constitution and By-laws of the School Counsellors Chapter were passed at the Annual General Meeting of the School Counsellors Chapter held on Wednesday, May 18, 2011 in conjunction with the CCPA Annual Conference in Ottawa.
- The by-laws and any amendments must be approved by the CCPA Board of Directors.
- The following motions were passed by the School Counsellors Chapter:
 - That all references to Canadian Counselling Association, CCA or CCA's be replaced with Canadian Counselling and Psychotherapy Association, CCPA or CCPA's respectively.
 - That the apostrophe following the 's' in the title School Counsellors' Chapter be removed in all instances where it appears.
 - That the spelling for Bylaws consistently replace the use of the forms By-Laws or By-laws.
- That the Constitution and By-laws of the School Counsellors' Chapter be amended.
- The revised Constitution and By-laws were contained in the Board Binders and the amended sections were noted.
- A discussion was held about some suggested amendments to the wording which might be helpful to the chapter.
- These will be sent as suggestions to the School Counsellor Chapter.

Motion: To approve the May 2011 Constitution and By-Laws for the School Counsellors Chapter with recommendations for adjustments.

Moved by Beth Robinson. Seconded by Deborah Wood Salter.

CARRIED.

7. CCPA Counsellor Educator Constitution and By-Laws

- Amendments to the Constitution and By-Laws of the Counsellor Educators Chapter were passed at the Annual General Meeting of the Chapter held in May, 2011 in conjunction with the CCPA Annual Conference in Ottawa. The by-laws and any amendments must be approved by the CCPA Board of Directors.
- The Board binder contains a copy of the revised by-laws. The changes have been underlined.
- Section 3.1, 3.2 and 3.3. describing membership requirements for the Chapter were described as uninviting.
- The Board requested that the Counsellor Educators Chapter By-laws be returned to the Chapter.
- The Chapter will be requested to align their sections 3.1, 3.2, 3.3 with sections 1.1.1.2 and 1.1.2.1 of the CCPA by-laws.
- Classes of membership in Chapters are impossible for the National Office to manage without significant and costly changes to the database.
- The Chapter will have to monitor the non-voting aspects of members.
- There is a request to remove the mention of voting from Section 3.
- There is also a request to revise Section 5 to describe voting in the Chapter.

Motion: To return to the Executive of the Counsellor Educators Chapter the May 2011 Constitution and By-Laws of the Counsellor Educators Chapter and to request the changes suggested. The Constitution and By-Laws may be submitted at a subsequent Board meeting.

Moved by Serge Hall. Seconded by Martin Reid.

CARRIED.

8. Employee Assistance Program Report (EAP)

- Hélène Léopoldorf (CCPA research contractor) provided an overview of the EAP report and the discussions she had with various information providers.
- The report is extremely informative and provides very valuable information.
- The report must be adjusted to remove confidential information.
- The Board expressed their thanks to Hélène for the great work.

9. Chapter Support Fund

- At the May 2011 Board of Directors Meeting the creation of a Chapter Support Fund was discussed.
- This discussion resulted from a Chapter Presidents' meeting, where some Chapter Presidents requested increased support from CCPA for events, initiatives and translation services.
- To support the growth and development of key initiatives, a Chapter Support Fund that parallels the Legislative Support Fund could provide internal support for our members within their Chapters. Similar to the Legislative Support Fund, the intention would be for the Executive to determine a fiscally responsible structure for the fund.
- As a result of the discussion the following motion was passed in May 2011.

Motion: That CCPA establish a Chapter Support Fund, the administration and financial management guidelines for which will be developed by the Executive.

- As a result of this motion, the Executive developed the following guidelines.

Structure of the Chapter Support Fund

- The Chapter Support Fund will provide for supportive funding opportunities from CCPA to Chapters to a maximum of \$6,000 per annum for all requests from all chapters. Support will be based on individual merit, and will be pro-rated based on availability of support funds and funds raised directly from the Chapter for its project. These funds will be clearly identified in the CCPA accounting system as Chapter Support Funds. The start date for the supportive funding will be February 2012.
- Supportive funding is not intended to jeopardize CCPA's ability to operate other projects. CCPA will in each fiscal year cap the amount of available funds. This decision to cap funds will be made by the Board of Directors and communicated to affected parties in a timely fashion. The decision of the CCPA Board of Directors is final. When deemed appropriate to do so, CCPA shall reserve the right to not fund any projects in any given year.

Administration of the Fund

- The Fund will be administered through the National Office of CCPA.
- All uses of the Chapter Support Fund will be at the discretion of the CCPA Board of Directors.
- Application to the fund for use of the monies will be made by the President of the Chapter through the Chief Executive Officer of CCPA. Each application will be considered on its individual merit by the Board of Directors as to its applicability for funding.
- The application for the funding should include the following information:
 - Name of the Chapter requesting the funding, including signatures/names of any partner associations, organizations and/or supportive individuals
 - Evidence of an organized, cohesive group of individuals committed to the Chapter project that is in the best interests of clients and counsellors and psychotherapists
 - History of activities undertaken prior to application for funding
 - Evidence of an existing plan for Chapter funding, fundraising, and dissemination of information that aligns with the ethics, mission, and services of CCPA
 - Evidence of research and/or preparation of background information
 - A description of the use of the funds, clearly indicating how the funds will advance the cause of the CCPA Chapter
 - Detailed budget of the funds required
 - Time frame of expenditures
 - Specific names of individuals or organizations to which the money will be transferred
 - Deadline for funding

Report

- A report on the outcome of the project for which the funds were allocated will be submitted to the CEO of CCPA by the recipient Chapter president within three months of the completion of the project.

Advertising of the Fund

- When funds are approved for expenditure, an article will be placed in *Cognica* notifying members of the use of the funds.
- Within three months of the completion of the project, the recipient Chapter President will submit a brief article for *Cognica*, describing the project and its results.
- The motion to be considered by the Board of Directors is as follows:

Discussion:

- Should the amount be apportioned based on the age of the Chapter?
 - The project suggested by the Chapter might be extremely important and of value to the Association and Chapter so it cannot be based on age.
- Does CCPA run the risk of the fund being depleted?
 - This could happen if a Chapter applies late in the year.
 - However, usually we have early notice of the intent to apply so the funds may be apportioned based on anticipation of other projects.
 - This process has been successfully used with the Legislative Support Fund.
- It is important to keep the guidelines as flexible as possible for the first year.
- Adjustments to the guidelines can be made next year if necessary.

Motion: To accept the structure of the Chapter Support Fund as presented.

**Moved by Michel Lefebvre. Seconded by Trish McCracken.
CARRIED.**

10. Business Cards

- At the 2011 Annual General Meeting (AGM), the following motion was submitted from the floor.

“At present the CCPA National Office provides business cards to Board Members and Chapter Presidents. In order to equip others in the Association to promote the profession of counselling and psychotherapy I would like to request that the CCPA Board of Directors investigate a means whereby all certified members who so request can be provided with CCPA business cards with costs to be determined.”

- It should be noted that this request has been made to the CCPA Executive in the past and has been refused. The latest occurrences were in August and September 2011.
- Unlike some other membership organizations CCPA is in a unique position in that members are not allowed to disclose on business cards or other marketing materials (websites, brochures) that they are a member of CCPA. In fact, every member signs a statement each year that contains the following:

“Please note that membership in CCPA does not qualify you as a certified counsellor. Mention of membership is not to be utilized on business cards, on websites, or in other ways intended to advertise a member’s qualifications as a counsellor. Should you wish to use a qualification designation from CCPA, you must seek certification, which will permit the use of the letters CCC (Canadian Certified Counsellor) as the appropriate statement about qualifications to practice counselling.”

- There is a different environment in the United States that cannot be compared to CCPA. The American Counseling Association provides its members with business cards but all counsellors in the United States must be licensed in order to practice. This is not the case in Canada. Also, in other organizations a member must be certified in order to join the association (BCACC) thus ensuring that anyone making claim to membership is also certified to practice at the standard set by that association.
- CCPA of course encourages its members who are CCC to indicate this but in and of itself mentioning membership in CCPA can be misleading to the public and potentially unethical. Providing CCPA business cards has the potential to violate this condition of membership and CCPA’s ethical standard that has been set, since it is not known for what various purposes business cards may be used.
- The provision of business cards to the CCPA Board of Directors and Chapter Presidents is designed to align with communication protocols set in CCPA’s policies. To ensure a single voice for the Association, the use of the logo and business cards are restricted to those individuals with direct access to decision-making at the Executive and CEO level.
- The rationale for the business cards in the request from the floor of the May 2011 AGM was, “In order to equip others in the Association to promote the profession of counselling and psychotherapy”. CCPA has developed a new pamphlet which members can use if they wish to promote the CCPA. These can be sent to anyone who requests them.
- In addition, The Executive is prepared to provide written support for specific projects of Chapters. A letter can be sent from the CCPA President to the organization or the Chapter member clarifying that the project is an initiative of CCPA.
- It was agreed to bring the motion to the Board of Directors for further discussion.
- However, the Executive has discussed this matter and is recommending to the Board of Directors that this request be refused due to the possible harm to the public.

Motion: In response to the motion made at the CCPA AGM in May 2011 regarding the provision of CCPA business cards to certified members who so request them, the Board affirms the practice of providing CCPA business cards solely to Board Members and Chapter Presidents in keeping with the CCPA Code of Ethics.

**Moved by Miriam Duff. Seconded by Erin Crossland.
CARRIED.**

11. CCPA Continuing Education Credits

- A great deal of work related to revising the current Continuing Education Credit system has been done by Blythe Shepard over the past two years.
- At the Board meeting in May 2011 a motion related to CECs was introduced.
- This motion called for the increase of CECs to 50 credits over a three year period.
- Directors felt that this number of credits might be too high.
- The original motion for 50 credits was tabled in May 2011 and subsequently died.
- Blythe Shepard noted that the research that has been done indicates that CCPA's requirements are quite low when compared to similar organizations around the world.
- The Board was asked for additional feedback on the number of credits they felt would be appropriate. They were also asked to look at the credits allocated for each type of CEC.
- Three board members provided input.
- The motion being considered today recommends 36 credits over a three year period.
- Over the long term the intent is to elevate the standard to ensure that CCPA is staying current with practice.
- The Mental Health Academy product which CCPA is considering and which has been approved by ACA, NBCC and is currently under review by APA will assist members in obtaining their credits.

Motion: CEC requirements are based on a three-year cycle. Commencing September 2012, all new CCPA members are required to obtain 36 Continuing Education Credits every three years. For existing members, the 36 CEC requirement will be instituted at the commencement of their next 3-year CEC cycle to allow for preparation and educational planning.

**Moved by Blythe Shepard. Seconded by Ron Lehr.
CARRIED.**

12. Joint Conference International Association for Counselling (IAC)

- In 1996 CCPA and IAC held a joint conference.
- It has been suggested that CCPA consider having a joint conference with IAC in 2014.
- This conference could either occur as part of the annual CCPA conference or be a separate event.
- The CCPA conference in 2014 will be in Victoria, BC.
- Ron Lehr contacted IAC and they have indicated interest in this idea.
- IAC will be discussing this joint venture at their Executive meeting in January 2012.
- It will be important to make a decision soon as the space secured for 2014 will have to be expanded.

Motion: To explore the possibility of having a joint conference with the International Association for Counselling (IAC) in 2014.

**Moved by Erin Crossland. Seconded by George Dunne.
CARRIED.**

13. Counselling and Psychotherapy Association of Commonwealth Nations (CPACN)

- Lorna declared a conflict of interest with this agenda item.
- Lorna provided information and then left the room. CCPA was invited to attend the inaugural meeting of the Counselling and Psychotherapy Association of Commonwealth Nations.
- The mission of this organization is to encourage **multi**-national cooperation through dialogue and learning based on an appreciation of differences and common understandings as they relate to the profession of counselling and psychotherapy, particularly in relation to mental health and humanitarian needs.
- The purpose of this association is to provide a focused approach to:
 - develop partnerships with like-minded organizations on issues related to positive well-being;
 - consider practical applications related to ethical counselling and psychotherapy;
 - advance the understanding and development of the counselling and psychotherapy profession;
 - work with and support social service needs related to counselling and psychotherapy during humanitarian crises;
 - offer ethical and responsible responses to counselling and psychotherapy needs;
 - provide a platform for roundtable discussions of issues member associations face;
 - develop a safe and caring community for counselling and psychotherapy associations to discuss developments issues and share research and learning's;
 - Support the development of counselling and psychotherapy associations in nations.
- The structure of the organization is:
 - founding countries are Hong Kong, United Kingdom, Canada, Australia, Malaysia, New Zealand;
 - founding members have the right to veto;
 - each country has two votes regardless of the number of member associations;
 - three stewards of the profession from each jurisdiction may sit on the General Assembly;
 - the President does not represent a country;
 - the President has no vote unless there is a deadlock;
 - the President may then have the deciding vote.
- At the meeting in November 2011, Philip Armstrong was nominated by the Steering Committee as the President/Chair and Lorna Martin was nominated by this Steering Committee as the Secretary-General.
- This organization is currently in its formative stage.
- All motions at the meeting were passed in principle.
- It is the responsibility of each country representative to return to their Board and determine whether they agree with the work that has been accomplished thus far.
- It was noted that CCPA would feel more comfortable if the veto power was such that founding countries with a majority of votes have the right to veto.
- It is important for the founding members to have veto power to ensure that the positive attitude and the standard of goodwill that was established initially be maintained.
- The title of the organization will allow it to apply for various funding, including UNESCO funding.

- Once established as an Association, one potential project that the organization would like to undertake is to have each member country conduct pre-conference workshops on disaster relief at their conferences.
- The goal is to help ourselves to help other people.
- It is believed that fees will be based on the membership count of organizations and will be prorated. Fees from larger organizations will be utilized to enable smaller Commonwealth countries to sit at the table.
- The organization will also be developing a set of criteria for membership.
- Philip Armstrong has agreed to conduct research on which country has the best not-for-profit tax regulations.
- It is quite possible that CCPA might become the Secretariat as Canada's not-for-profit organizations do not pay income taxes.
- The next face-to-face meeting could possibly be at the CCPA Halifax Conference in May 2013.
- If the meeting does not occur in Halifax it may occur at the Pacific Rim Conference which is going to be held in Sarawak, Borneo in the fall of 2013.
- In Canada, CCPA will have to determine a mechanism to communicate with other associations in our country, based on the membership criteria yet to be developed
- Having a collective voice from the provinces would be helpful.
- Ron Lehr assumed the Chair.
- The Board held a discussion.

Motion: To proceed in principle to remain at the table as a founding nation of the CPACN.

**Moved by Trish McCracken. Seconded by Miriam Duff.
CARRIED.**

- Lorna returned to the meeting and assumed the Chair.

14. National Assessment Project

- Lorna Martin and Barb MacCallum declared a conflict of interest with this matter.
- Lorna indicated that she would provide the Board with information and then Lorna and Barb would exit the room so that the Board could have a full discussion.
- The National Assessment project is on target for the pilot to occur in January 2012.
- Information has been received that regulatory colleges would be more accepting of the assessment if it was being developed by an arms-length entity.
- Currently the funding is from HRSDC and therefore the development is arms-length.
- It was agreed that an arms-length group such as the one created for CACEP could be created for the National Assessment to clearly indicate to the public that the assessment is not biased in favour of any organization; that it is an autonomous entity.
- Lorna developed a document which outlines the organization and terms of reference for the Canadian Centre for Competency Assessment / Centre canadien pour l'évaluation des compétences.
- The Centre was modeled after CACEP.
- The document was distributed to the Board of Directors.
- Lorna and Barb then left the room. Ron Lehr assumed the Chair.
- The Board held a discussion.

Motion: To accept the Terms of Reference for the creation of the Canadian Centre for Competency Assessment.

**Moved by Serge Hall. Seconded by Michel Lefebvre.
CARRIED.**

- Lorna and Barb rejoined the meeting and Lorna assumed the Chair.

15. Career Counsellor's Certification

- Career Counsellors may be at risk of not being recognized by regulatory colleges in most provinces.
- The Canadian Career Development Foundation was consulted and they were supportive of the development of a certification for Career Counsellors especially since the Standards and Guidelines are being updated.
- This could potentially be a specialty title after CCC was obtained.
- The Board was asked to consider the Certificate possibility as a project to determine next steps.

16. Project and Committee Work

- The Board members split into groups to discuss their committee work and project work.
- Reports will be given on November 20, 2011.

Sunday, November 20, 2011

17. Review of Strategic Plan

- Lorna reviewed the Strategic Planning Chart and indicated the progress that had been made on each activity to date.

18. 2020 Vision

- Lorna asked Board members to take a few minutes to think about their vision of CCPA in the year 2020.
- Following were the visions that were described:
 - Regulation would be across the country. Others said 75% of the country would be regulated.
 - Strength
 - CCPA would be involved in international, national and provincial projects.
 - There would be inter-professional collaboration and respect.
 - Counsellors would have earned a seat at the table.
 - There would be more diversity around the Board table.
 - First nations would be represented on the Board.
 - The Board would be the driving force of the Association.
 - Creativity for the profession would come from the Board.
 - The Board and members would feel hopeful.
 - Face-to-face meetings would be held electronically.
 - Learning, researching, facilitating would be key activities of the Board.
 - The words connectedness, purposeful, productive, and empowered resonated with the Board.

19. CCPA Research Conference

- The possibility of holding a research conference was discussed
- The conference would ideally be held at a university at the opposite end of the country from where the May conference would be held.
- The conference would be two days, held over a weekend.
- The format would be presentations, concurrent sessions (maximum of 3) and networking opportunities; there would also be poster sessions.
- This would be a great opportunity for supervisors and students to have their research presented.
- There would need to be a program selection committee.
- The conference fee should be kept as low as possible; possibly \$150 for non-students and \$75 for students.
- The National Office will investigate holding the first conference in Ottawa in the fall of 2012.
- A plan will be developed along with cost projections.
- This plan will be presented to the Executive and then the Board if it is feasible.

20. Finances

- Miriam Duff has requested that the National Office produce a quarterly report to be sent to Directors to let them know how much of their Director's stipend they have left.
- Sending out this quarterly report will be investigated by the National Office
- It was also requested that the President would get a quarterly statement with regard to the President's stipend.

21. Conference 2011

- The Tri-Chairs of the 2011 CCPA conference (Wes Moore, Hope Burke, Suzanne More Kerr) attended the Board lunch and received the cheque which represented the NCR portion of the proceeds from the conference.
- A photograph commemorating the moment was taken.

22. Committee/Project Reports

Northern Initiative Project

- Blythe, George, Miriam, Sarah have been working on a project to more fully engage our northern members.
- The report of their activities is in the Board binder.
- The committee sent a series of questions to all members in the North.
- The committee's findings were as follows:
 - More access to supervision – the request for this varied widely by region. There was a requirement for more supervision in Nunavut and less in the Yukon.
 - Professional Development Opportunities
 - More face-to-face
 - Professional development along themes such as dual relations, the fishbowl effect, work/life balance, lack of referral, massive caseloads, outreach issues, stereotyping as a southerner.
- The committee made the following recommendations:
 - Connect with Northern universities and communities to collect more information.
 - Obtain funds for teleconferencing so additional networking can occur.
 - Develop a list of resources for Northern members and place them prominently on the website.
 - Develop forum threads for Northern members.
 - Develop a capability so Forum posts can be sent daily, weekly or monthly depending on the preference of the participant.
 - Investigate the provision of access to databases such as EBSCOHOST.
 - Develop webinars specific to the professional development needs of this community.
- The next step for this committee is to develop a backgrounder and determine the kind of funds that will be required and present this to the board.

Governance Committee Report

Members: Ron Lehr (Chair), Blythe Shepard, Beth Robinson, Martin Reid, Michel Lefebvre

- the Governance Committee is currently focusing on two issues:
 - Review of the CCPA Board structure and composition;
 - Investigating the formation of the Canadian Council of Counselling Associations.
- Ron indicated that investigation of the Canadian Council of Counselling Associations is not necessarily a governance issue but something that will come back to the Board at a later time.
- The Governance Committee is also reviewing board structure and composition.
- The current board structure is an artefact of evolution of the Association in Canada.
- Does this structure still meet the needs of a policy board vs. a working board?
- The CCPA Board has both geographical and linguistic representation.
- The CCPA Board does not have a designated Aboriginal representative in its structure. The term Aboriginal is meant to encompass groups such as First Nations (including Inuit) and Métis.
- Some questions raised include: Does the current linguistic representation on the CCPA Board of Directors meet the needs of francophone members across Canada and meet the needs of CCPA? Should we have Northern representation on the CCPA Board of Directors?

Motion: To seek support and to explore in a culturally appropriate way the means by which Aboriginal representation to CCPA may be enhanced. The term Aboriginal is meant to encompass groups such as First Nations (including Inuit) and Métis.

**Moved by Ron Lehr. Seconded by Beth Robinson.
CARRIED.**

Regulation and Policy Committee Report

Present: Michel Lefebvre, Trish McCracken, Barb MacCallum, Lorna Martin

New Members: Deborah Wood Salter, Lilli Janzen, and Beth Robinson.

- The Committee gathered information on the status of all the provinces involved with provincial regulation legislation
- Lorna provided the Committee with a review of the current status of each province – each one is unique. A summary PowerPoint is on the CCPA website.
- CCPA is following provincial political activities to help members understand what is happening in their regions.
The Committee is trying to understand what is the same and what is different across provinces.
- The Committee asked itself how do the similarities and differences relate to what CCPA does?
- Provincial organizations lobby, CCPA does not but we can sit on committees and consider influencing federal recommendations to provinces re health and counselling/psychotherapy

- CCPA belongs to HEAL (Health Action Lobby Group) and CAE (Canadian Education Association). CCPA will be joining CAMIMH (Canadian Alliance for Mental Illness and Mental Health) in the near future.
- We have tried to be involved with CMHA (Canadian Mental Health Association) in Toronto but we were not invited. CAMH was also discussed.
- Discussed the possibility of information pieces or a lobbying kit for each province and members – information on National Symposium Website.
- Discussed the impact of changed governments and mandates.
- Discussed the possibility of researching current information helpful to the processes of provinces/territories interested in undertaking regulation of the profession.

Recommendations

- R-1 To ask for Board members from Quebec, Nova Scotia and New Brunswick to be involved with this committee for a more balanced representation.
- R-2 For the CCPA National Office to inform the Board about what we are currently involved with in relation to mental health-related committees and possibly list the agencies we could approach to expand the CCPA influence in regard to other opportunities in federal advocacy.
- R-3 Research and consider a new kit or templates for members who are in the provinces currently involved with regulation legislation, or who might be involved with registration legislation in other provinces and territories in the future.

- It was noted that it might be difficult to create a lobby kit as each province was very unique with regard to its regulatory processes.
- Also care must be taken with regard to the timing and approach with regard to lobbying for regulation.
- Care must be taken to respect the autonomy of provinces and territories and those persons interested in professional regulation. Being available when an invitation is extended is important.

Awards Committee

Members: Sarah Holland, Erin Crossland

- Barb MacCallum reviewed the CCPA award process and the awards to be distributed in 2012.
- The primary task at this point is to recruit a chairperson for each award.

Awards Project

Present: Trish McCracken

The Awards Project Team recommended the following:

- Website changes – The team recommends that the Awards section of the website be enhanced by using a stand-out colour on the names of the awards posted with the criteria.

- That the Board consider changing the wording on the CCPA Honourary Life Membership award so that “Association” is changed to “CCPA” to clarify that the Association is CCPA.
- That the Board consider removing financial rewards from the CCPA Professional Contribution award so that recognition, not money, is the key motivator.
- That the Board discuss the CCPA Professional Contribution Award to clarify “in Canada”. Could this be interpreted as regional or does CCPA need an additional award that celebrates contributions in the regions?
- That the Executive help the Board members to understand the rationale for the awards being offered in alternative years.
- That CCPA consider giving the Counsellor Practitioner Award every year as a recognition award.
- That CCPA consider a new award to start in 2012, to be nominated by the Board as a whole, to recognize the most active Chapter and to be presented every year in a recognition certificate manner to each member of the Chapter Executive.
- That CCPA consider a new award for the Niagara Conference (2015) to be called the Past President’s Award for Volunteerism in the Trauma Therapy field and to have applications reviewed by the Past Presidents for a decision on the winner to be announced.
- That the Chapters be encouraged to develop awards as is done now by the BC Chapter, the Counsellor Educators and the Career Development Chapter.

Discussion

- On timing of presentation – Lorna suggested that major award recipients are presented with their Awards immediately prior to the Conference keynote addresses. These recipients would then be recognized at the banquet as information. This may increase membership awareness of the awards, reduce the length of the awards presentation at the banquet and allow for simultaneous English/French translation.
- On the amounts of money offered. Should more money be attached to the award?
- On the alternating years – this design was developed to address difficulty in attracting applicants.
- Other formats than certificates are under discussion.
- Comparison to other associations. Research was conducted to determine whether monetary awards from CCPA are at an appropriate level and what other methods of acknowledging recipients is used.

Continuing Education Credits Project

Member: Martin Reid

- Martin will continue to review the file and provide feedback at the next Board teleconference (December 15, 2011)

Career Counsellor Certification Project Report

Members: Lilli Janzen, Serge Hall, Michel Lefebvre

- The group reviewed the CCC requirements and the Standards and Guidelines Career Counsellor specialization.
- They discussed whether a requirement for this new specialization would be to first have obtained CCC status.

Recommendations:

- Obtain more information from Kim Hollihan (President, Career Development Chapter)
- What are the Chapter needs and perspectives?
- Discuss whether CCPA membership would be enhanced by this action.
- There are two pieces to this project:
 - Members who have CCC and then wish to have a Career Counsellor Specialization
 - Members who are not CCC and wish some form of recognition as a career development specialist.
- There are currently some provinces that offer career development certification and there is a global certification but there is no national certification.
- The committee requires more information and will contact Kim Hollihan.

Certification Committee Report

Members Present: Blythe Shepard, Michel Lefebvre

- Blythe noted that there were a number of issues the committee was dealing with and referenced her report.
- One issue in particular is related to telephone counselling and other modes of electronic service.
- A background paper was developed by Blythe and handed out to the work project group.
- The background paper contained a summary of the feedback that Blythe had received from Counsellor Educators on the pros and cons of e-counselling and telephone counselling.
- The project group was tasked with reading through the materials (the e-counselling document from the lawyer and the summary of Counsellor Educator responses) and to develop a policy for the Certification Committee and Counsellor Educators to review.

23. Business Arising

Member Statements

- It would be useful to have a concise statement with regard to what members can put on their website and business cards.

Structure of Committee/Project Meetings

- Trish suggested that it would be helpful to structure the committee/project work in 45 minute segments.

24. Next Meeting

- The next meeting will be a teleconference on December 15, 2011 at 13:00 (EST).

25. Adjournment

Motion: To adjourn the meeting.

**Moved by George Dunne. Seconded by Sarah Holland.
CARRIED**

President

Date

SUMMARY OF MOTIONS

Motion: To approve the agenda as amended.

**Moved by Michel Lefebvre. Seconded by Serge Hall.
CARRIED.**

Motion: To accept the minutes of the October 20, 2011 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by George Dunne. Seconded by Erin Crossland.
CARRIED.**

Motion: To approve the May 2011 Constitution and By-Laws for the School Counsellors Chapter with recommendations for adjustments.

**Moved by Beth Robinson. Seconded by Deborah Wood Salter.
CARRIED.**

Motion: To return to the Executive of the Counsellor Educators Chapter the May 2011 Constitution and By-Laws of the Counsellor Educators Chapter and to request the changes suggested. The Constitution and By-Laws may be submitted at a subsequent Board meeting.

**Moved by Serge Hall. Seconded by Martin Reid.
CARRIED.**

Motion: That CCPA establish a Chapter Support Fund, the administration and financial management guidelines for which will be developed by the Executive.

Motion: To accept the structure of the Chapter Support Fund as presented.

**Moved by Michel Lefebvre. Seconded by Trish McCracken.
CARRIED.**

Motion: In response to the motion made at the CCPA AGM in May 2011 regarding the provision of CCPA business cards to certified members who so request them, the Board affirms the practice of providing CCPA business cards solely to Board Members and Chapter Presidents in keeping with the CCPA Code of Ethics.

**Moved by Miriam Duff. Seconded by Erin Crossland.
CARRIED.**

Motion: CEC requirements are based on a three-year cycle. Commencing September 2012, all new CCPA members are required to obtain 36 Continuing Education Credits every three years. For existing members, the 36 CEC requirement will be instituted at the commencement of their next 3-year CEC cycle to allow for preparation and educational planning.

**Moved by Blythe Shepard. Seconded by Ron Lehr.
CARRIED.**

Motion: To explore the possibility of having a joint conference with the International Association for Counselling (IAC) in 2014.

**Moved by Erin Crossland. Seconded by George Dunne.
CARRIED.**

Motion: To proceed in principle to remain at the table as a foundation nation of the CPACN.

**Moved by Trish McCracken. Seconded by Miriam Duff.
CARRIED.**

Motion: To accept the Terms of Reference for the creation of the Canadian Centre for Competency Assessment.

Moved by Serge Hall. Seconded by Michel Lefebvre.

Motion: To seek support and to explore in a culturally appropriate way the means by which aboriginal representation to CCPA may be enhanced. The term Aboriginal is meant to encompass groups such as First Nations, (including Inuit) and Métis.

**Moved by Ron Lehr. Seconded by Beth Robinson.
CARRIED.**

Motion: To adjourn the meeting.

**Moved by George Dunne. Seconded by Sarah Holland.
CARRIED**

SUMMARY OF TASKS

Task No.	Reference No.	Task	Date	Responsibility
1	4	Investigate discounts for groups of students attending a webinar.	ASAP	National Office
2	4	Investigate a free booth or reduced rate for a booth for the Social Justice Chapter at the conference.	ASAP	National Office
3	6	Communicate suggestions to School Counsellors Chapter regarding their Constitution and By-laws.	ASAP	National Office
4	7	Communicate suggestions to Counsellor Educators Chapter regarding their Constitution and By-laws.	ASAP	National Office
5	8	Adjust EAP report for public dissemination		
6	9	Advertise the Chapter Support Fund	Feb 1, 2012	National Office
7	11	Communicate CEC changes to membership	ASAP	National Office
8	12	Investigate space for 2014 conference expansion	ASAP	National Office
9	12	Follow-up in January with IAC	January 2012	Ron Lehr
10	19	Investigate venue for Research conference and prepare a plan	ASAP	National Office
11	20	Investigate distribution of quarterly Directors financial reports and quarterly President's Discretionary report.	Next quarter	National Office
12	22	Investigate requests from the Northern Initiative Project	ASAP	National Office
13	22	Make changes to website based on the first two recommendations of the Awards Project	ASAP	National Office
14	23	Create a concise statement with regard to what members can put on their websites and business cards	ASAP	National Office
15	22	Contact Career Development Chapter regarding the Career Counselling Certification	ASAP	Project Members
16	22	Provide input to the Certification Committee on telephone counselling and other modes of practice.	ASAP	Board Members
17	22	For the CCPA National Office to inform the Board about what we are currently involved with in relation to #2 above and possibly list the agencies we could approach to expand the CCPA influence in regard to other opportunities in federal advocacy.	Ongoing	National Office