

**CCPA Board Meeting
December 13, 2012
Teleconference
19:30-20:30 (EST)**

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

Regrets: Marie Cardinal-Picard, Ron Lehr

Absent: Martin Reid

Welcome

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

Agenda

1. Approval of Agenda
2. Acceptance of the November 17-18, 2012 Minutes
3. Conflict of Interest
4. Information Items
5. Certification Motion
6. Board Recruitment Update
7. Agency Accreditation Project
8. Public Facing Website Committee
9. Director Updates
10. Next Meeting
11. Adjournment

1. Approval of the Agenda

Motion: To approve the agenda as presented.

**Moved by Erin Crossland. Seconded by Michel Lefebvre.
CARRIED.**

2. Acceptance of Minutes

Motion: To accept the minutes of the November 17-18, 2012 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Serge Hall. Seconded by Miriam Duff.
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. Information Items

Governance

- The by-laws have been revised to align with the Not-for-Profit Corporation Act and are with legal counsel.
- Ron Lehr is checking with his Aboriginal consultant with regard to the recommendations that legal counsel has made concerning Aboriginal representation on the Board of Directors.

5. Certification Motion

- It has been noted that under the current application policies for CCC, an applicant can graduate from a counselling program with all of the required coursework and practicum, not practice for ten years, and still become certified.
- CCPA does not have a method of tracking if an applicant has kept up with professional learning to ensure that their skills are up-to-date.
- In order to simplify the information about applying for certification, two pathways for application have been developed which have been named Pathway One and Pathway Two.
- With the exception of the motion under discussion, the options within each pathway remain unchanged from current policy and procedure.
- Pathway Two is described in the discussion document on Certification provided at the November 2012 Board meeting.
- Pathway One is for recent graduates and Pathway Two is for members with work experience.
- Applicants who apply 5 or more years after the conferral of their degree, and who have work experience will be required to apply following Pathway Two, even if they have documentation of their practicum placement, in order to ensure currency of the direct practice evaluated in their application.
- The adjustment to a maximum of 5 years between graduation and application is also of importance. Due to the rapidly changing nature of the profession program studies and skills learned in practicum settings can quickly become outdated and lose currency.
- Graduates from CACEP-accredited programs also will be required to apply for certification within 5 years of graduation.
- Applicants who have been out of school and do not have evidence of counselling experience must be evaluated on a case by case basis by the certification committee.

Motion: Effective September 1, 2013, applicants will only be eligible to apply for certification based on their practicum experience (Pathway One) within five years of the date of conferral of their graduate degree.

**Moved by Blythe Shepard. Seconded by Beth Robinson.
CARRIED.**

6. Board Recruitment Update

- Lorna Martin indicated that the deadline for Board nominations was December 15, 2012 at midnight.
- Historically, nominations have tended to arrive on the last day.
- Lorna will contact the Ron Lehr (Chair, Governance Committee) to request that he update Directors regarding the status of nominations from their jurisdiction.
- Ron Lehr (Chair, Governance Committee) will be updated on Friday by the National Office and will co-ordinate with Directors where any activity is required.

7. Agency Accrediation Project

- Lorna Martin, as a result of questions asked at the November 2012 Board Meeting, has contacted BACP (The British Association of Counselling and Psychotherapy) to ask if they have a rubric to assist in the evaluation of agencies seeking accreditation.
- Lorna has not yet received a response from BACP
- Lorna asked for an indication from the Board that she should continue working on this project.
- George Dunne volunteered information related to the CMA accreditation process.

Motion: To approve in principle the accreditation of agencies project.

**Moved by Blythe Shepard. Seconded by George Dunne.
CARRIED**

8. Public Facing Website Committee

- Volunteers are needed to serve on a committee to approve resources to be put on the public facing website.
- Thus far Lorna has only received two names.
- Lorna asked Board members to forward any additional names to her before January.

9. Director's Update

PEI – Deborah Wood Salter

- The umbrella health legislation did not receive first reading in the fall.
- It is anticipated that the legislation will be presented in the spring sitting.

Ontario

- The Ministry of Health and Long-Term Care has returned the Registration Regulation unapproved to the Transitional Council for the Ontario College of Registered Psychotherapists and Registered Mental Health Therapists.
- The Ministry has requested the revised regulations be resubmitted by June 1, 2013.
- There will be a 60 day consultation period with stakeholder groups.
- The major issue is related to the Registered Mental Health Therapist title.

British Columbia – George Dunne

- George reported that he has made progress on the needs survey resulting from the Northern Initiative Project.

10. Next Meeting

- The next meeting will be held on January 17, 2013.

11. Adjournment

Motion: To adjourn the meeting.

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

President

Date

SUMMARY OF MOTIONS

Motion: To approve the agenda as presented.

**Moved by Erin Crossland. Seconded by Michel Lefebvre.
CARRIED.**

Motion: To accept the minutes of the November 17-18, 2012 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Serge Hall. Seconded by Miriam Duff.
CARRIED.**

Motion: Effective September 1, 2013, applicants will only be eligible to apply for certification based on their practicum experience (Pathway One) within five years of the date of conferral of their graduate degree.

**Moved by Blythe Shepard. Seconded by Beth Robinson.
CARRIED.**

Motion: To approve in principle the accreditation of agencies project.

**Moved by Blythe Shepard. Seconded by George Dunne.
CARRIED**

Motion: To adjourn the meeting.

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

SUMMARY OF TASKS

Task No.	Reference No.	Task	Date	Responsibility
1	6	Contact Directors regarding nominations if necessary	December 15, 2012	Ron Lehr