

**CCPA Board Meeting
February 19, 2015
Teleconference
13:00-14:20 (ET)**

Present: Blythe Shepard (Chair), Lorna Martin, Beth Robinson, Kiraz Johannsen, Trish McCracken, Tracy Duffy, Michel Turcotte, Kim Landine, Margie Cain, Miriam Duff, Barbara MacCallum (Secretary)

Regrets: Sarah Holland, Gisèle Lalonde, Natasha Caverley, Serge Hall, Ashley Phillips, Bill Thomas

Welcome

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

Agenda

1. Approval of Agenda
2. Acceptance of the January 15, 2015 Minutes
3. Conflict of Interest
4. Honorary Lifetime Award
5. CCC-S
6. Certification Committee Structure
7. Chapter Formation
8. Global Partnerships Committee
9. CACEP
10. COMPASS
11. New Business
12. Next Meeting
13. Adjournment

1. Approval of the Agenda

Motion: To approve the agenda as presented.

**Moved by Beth Robinson. Seconded by Michel Turcotte.
CARRIED.**

2. Acceptance of Minutes

Motion: To accept the minutes of the January 15, 2015 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Margie Cain. 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 with the exception of Lorna Martin, Beth Robinson and Trish McCracken who indicated a conflict of interest with the COMPASS agenda item.
- A declaration of conflict may be made at any time during the meeting.

4. Honorary Lifetime Membership Award

- Bernard Tétreau is one of the 50 year members that will be honoured and hosted at the 2015 Conference.
- The following information substantiates a request to provide him with an Honorary Lifetime Membership Award.
- He:
 - attended the founding meeting in Ottawa in 1966.
 - was a member of the first Board of Directors (under John Andoff).
 - co-wrote the first Code of Ethics.
 - was the journal co-editor of CJCP from 1968 – 1975.
 - continued to publish many articles throughout the years.
 - won the 2009 CCPA Counselling Resources and Training Materials Award.
 - has been a counsellor educator since 1964.
 - is in his 80`s and has just recently retired.
- When Bernard was invited to be our guest at the 2015 celebration he mentioned that the greatest honour for him would be to receive the Honorary Lifetime Membership Award.
- He has been granted this award by the Canadian Psychological Association.
- The other two 50 year members were granted Honorary Lifetime Membership Awards many years ago.
- The Executive has reviewed this request and has recommended that he be granted this award.

Motion: To grant an Honorary Lifetime Membership Award to Bernard Tétreau.

**Moved by Michel Turcotte. Seconded by Kiraz Johannsen
CARRIED.**

5. CCC-S

Removal of Pathway 4

- Pathway 4 is the work experience pathway.
- Notification will be sent to members to advise them that this Pathway will no longer be available effective August 31, 2015.

Motion: To remove CCC-S Pathway 4 effective August 31, 2015.

**Moved by Beth Robinson. Seconded by Michel Turcotte.
CARRIED.**

Revised renewal requirements for CCC-S

- The revised requirements were sent under separate cover.
- The revisions were noted in a chart so that it was clear what changes were being suggested.

Motion: To accept as presented the revised CCC-S renewal requirements.

**Moved by Beth Robinson. Seconded by Tracy Duffy.
CARRIED.**

6. Certification Committee Structure

- The Governance and Quality Assurance Committees have reviewed the suggested structure.
- The Executive Committee has reviewed the new structure and have requested that the changes go to the Board for final approval.

Motion: To approve the new structure of the Certification Committee as presented.

**Moved by Margie Cain. Seconded by Michel Turcotte
CARRIED.**

7. Chapter Formation

- The Governance Committee was tasked with determining whether CCPA's by-law on chapter start-up numbers should be reduced to 25 persons regardless of whether the chapter is regionally-based or special interest based.
- After thorough discussion, it was the unanimous decision of the Governance Committee to retain the existing by-law (8.0) regarding chapters.
- Their rationale for this decision was based on the following factors:
 - The current policy (in existence since 2008) has not prevented subsequent chapters from forming, and all chapters forming after the change in the bylaw have remained intact.
 - The Board at the time of the policy change in 2008 based their decision on an emerging pattern of early dissolution of chapters and difficulties in recruiting leaders/executive members for the chapters when the numbers were 25 for start-up.
 - The membership size of CCPA has grown from approximately 2000 to 5300 members since the time of the policy decision, which creates a larger pool of potential members.
 - The regionally-based chapter size of 25 was considered by the Board of the day to take into account the very smallest of Canada's regions, so that regions with the smallest number of members would be able to create a regional group. When the chapter start-up size is 25, typically 5 of the members are in executive positions, leaving only 20 members from which to recruit new leaders. This situation leads to precarious stability of the chapter.
 - Special interest chapters draw from the full membership, which is now a robust 5300. Finding leadership candidates and recruits numbering 50/5300 seems manageable and not precarious.
- In terms of the query to reconsider the 50/25 member policy for chapters: while the Committee decided to retain the 50 member/25 member by-law regarding chapters, there was considerable positive discussion supporting the efforts to create both a regional chapter and a special interest chapter.
- Particularly, the committee requested whether the Director making the enquiry would be supportive of increasing visibility at the Niagara Conference; for example, inviting interested members to "sign up" to establish a national Sex Therapy Chapter (some suggestions included a bulletin board info sheet with sign up info; a small flyer for a bag insert; asking regional

Directors to inform their members of the opportunity...). With the national conference being held in southern Ontario, there may also be added, timely interest in the regional chapter.

- The Governance Chair checked with National Office to ensure that, if the Director was interested, one or all of these possibilities would be available. All options were available. Everyone on the Committee was in agreement that there are many members across the country who could benefit from a Sex Therapy Chapter in particular, and that they would like to help in getting people across the nation excited about the opportunity.
- The Director making the enquiry was asked if she would like to proceed with additional visibility for the chapter opportunities.
- It was noted that Sex Therapy is an important specialty that should be represented.
- All attempts have been made to advertise the Chapter e.g. email blasts, website, article in Cognica.
- It was suggested that the Private Practitioner Chapter be approached because many sex therapists are in private practice.
- Each director could also promote the efforts to form this new Chapter to their members, inviting interested members to notify National Office of their interest, in their Director messages.

8. Global Partnership Committee

- This committee has been reviewed several times by both the Governance and the Quality Assurance Committees.
- Its final configuration has been approved by the Executive.
- The committee is a standing committee that will advise the board.
- This committee will not be populated until May 2015.

Motion: To establish the Global Partnerships Committee as a standing committee of the Board.

**Moved by Trish McCracken. Seconded by Kiraz Johannsen
CARRIED.**

9. CACEP

- Based on the Board's discussions to date regarding CACEP, the CCPA Board of Directors was asked, in January 2015, to consider three potential options in the advancement of CACEP as a viable and beneficial program of CCPA now and into the immediate future.
- The options ranged from status quo/business as usual, to amend and advance the CACEP "rejuvenation" plan, or alternatively, to implement a hiatus of CACEP.
- During the January 2015 CCPA Board of Directors meeting, a fourth option was proposed for review and consideration by the CCPA Board of Directors at the next CCPA board meeting in February 2015.
- The fourth option proposed that the CCPA Board of Directors create a committee responsible for developing the CACEP rejuvenation action plan with consideration for: the expectations of the CCPA Board of Directors; consultation with the CACEP Co-Chairs; the realities of the provinces with Regulatory Colleges; and the budget required to develop the plan and continue the program.
- Based on the feedback that Blythe Shepard received and taking into account the previous

investment of CCPA resources (both human and financial resources) on similar CACEP review processes, Blythe proposed a motion (see below) for the CCPA Board of Directors consideration at today's meeting.

- This motion is intended to be a mediated position on CACEP oversight based on the previous options that the CCPA Board of Directors has considered to date and the realities of investments and subsequent impasses with the use of a “Task Group/Committee” process to review this Program.
- For example, a “Task Group/Committee” process was utilized in 2013—2014 which resulted in costs of over \$20,000 (of both financial and human resources) to advance a “committee” process when two Task Groups previously formed to address CACEP and certification were amalgamated for the purpose, but ultimately, resulted in an impasse.
- As a lesson learned, it is not advisable from a financial and risk management perspective to re-establish a similar Task Group/Committee process to address CACEP.
- Blythe would like to advance this process with the current CCPA Board of Directors as it was their collective insights from the November 2014 CCPA board meeting that resulted in the Board addressing CACEP oversight in a timely manner.
- If CACEP oversight is not advanced by the CCPA Board before May 2015, it will be deferred to the Fall of 2015 (at the earliest) before this issue can be raised and discussed – based on the fact that it will be a new CCPA Board of Directors that will have to understand, review, discuss and then decide upon a course of action – thereby, further delaying the immediacy of addressing rejuvenation needs and issues for CACEP.
- The strengthened rejuvenation plan will be presented to the CCPA Board of Directors at the March 2015 CCPA Board of Directors meeting for review, decision and approval.
- The expectations of the CCPA Board of Directors will be fully taken into consideration when developing more detailed and robust timelines and deliverables for the rejuvenation plan.
- It was suggested that the CACEP Co-Chairs have the opportunity to provide commentary on the strengthened rejuvenation plan before it is presented to the CCPA Board of Directors.
- Based on the March 2015 CCPA Board of Directors decision on CACEP the CCPA National Office can then prepare a proposed budget for the implementation of the rejuvenation plan and the continuation of CACEP.

Motion: That Blythe Shepard and Natasha Caverley in their respective capacities as CCPA President and CCPA President-Elect review the existing rejuvenation plan provided by the CACEP Co-Chairs in November 2014, strengthen said plan in terms of providing enhanced and more robust oversight provisions to align with the CCPA Board of Directors' November 2014 Board Motion on CACEP, consult with the CACEP Co-Chairs regarding the plan and present the revised plan for consideration of the Board of Directors in March 2015.

**Moved by Miriam Duff. Seconded by Margie Cain.
CARRIED.**

10. COMPASS

- Formal documents have now been prepared with regard to agreements between COMPASS and CCPA.
- These documents will be forwarded to the Board of Directors shortly after this Board meeting.
- Directors are asked to review the documents and ask their questions prior to the March 19, 2015 Board Meeting.

11. New Business

- No new business was introduced.

12. Next Meeting

- The next meeting will be held on March 19, 2015 at 19:00 ET.

13. Adjournment

Motion: To adjourn the meeting.

**Moved by Miriam Duff. Seconded by Kiraz Johannsen
CARRIED**

President

Date

SUMMARY OF MOTIONS

Motion: To approve the agenda as presented.

**Moved by Beth Robinson. Seconded by Michel Turcotte.
CARRIED.**

Motion: To accept the minutes of the January 15, 2015 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Margie Cain. Seconded by Miriam Duff.
CARRIED.**

Motion: To grant an Honorary Lifetime Membership Award to Bernard Tétreau.

**Moved by Michel Turcotte. Seconded by Kiraz Johannsen
CARRIED.**

Motion: To remove CCC-S Pathway 4 effective August 31, 2015.

**Moved by Beth Robinson. Seconded by Michel Turcotte.
CARRIED.**

Motion: To accept as presented the revised CCC-S renewal requirements.

**Moved by Beth Robinson. Seconded by Tracy Duffy.
CARRIED.**

Motion: To approve the new structure of the Certification Committee as presented.

**Moved by Margie Cain. Seconded by Michel Turcotte
CARRIED.**

Motion: To establish the Global Partnerships Committee as a standing committee of the Board.

**Moved by Trish McCracken. Seconded by Kiraz Johannsen
CARRIED.**

Motion: That Blythe Shepard and Natasha Caverley in their respective capacities as CCPA President and CCPA President-Elect review the existing rejuvenation plan provided by the CACEP Co-Chairs in November 2014, strengthen said plan in terms of providing enhanced and more robust oversight provisions to align with the CCPA Board of Directors' November 2014 Board Motion on CACEP, consult with the CACEP Co-Chairs regarding the plan and present the revised plan for consideration of the Board of Directors in March 2015.

**Moved by Miriam Duff. Seconded by Margie Cain.
CARRIED.**

Motion: To adjourn the meeting.

**Moved by Miriam Duff. Seconded by Kiraz Johannsen
CARRIED**

Summary of Action Items

Task Number	Minute Reference	Task	Date	Responsibility
1	9	Review and update the CACEP rejuvenation plan.	March 18, 2015	Blythe Shepard, Natasha Caverley
2	10	Review the COMPASS documents and ask questions prior to the March 19, 2015 Board of Directors meeting.	March 18, 2015	CCPA Board of Directors