

**CCPA Board Meeting
January 20, 2016
Teleconference
19h00 – 20h20 (ET)**

Present: Natasha Caverley (Chair), Ricardo Pickering, Marion Clorey, Joyce Milligan, Jen Rowett, Nicholas Renaud, John Driscoll, Tracy Duffy, Michel Turcotte, Brigitte Landry, Kiraz Johannsen, Kathy Offet-Gartner, Bill Thomas Barbara MacCallum (Secretary)

Guests: Nicole Maurice, Kim Hollihan

Regrets: Blythe Shepard, Andrea Currie, Vicki-Anne Rodrigue, Kimberly Young

Welcome

- Natasha welcomed everyone to the Board meeting.

Agenda

1. Approval of Agenda
2. Acceptance of the November 14-15, 2015 Minutes
3. Conflict of Interest
4. Information Items
 - CACEP Rejuvenation Project
 - Specialty Modifications
 - Board of Directors and CEO Evaluation Processes
5. Budget 2016-2017
6. Special Awards
7. Regional Development Fund Application
8. Alberta/NWT By-Law Changes
9. CCPA Board of Director Expenses
10. Next Meeting
11. Adjournment

1. Approval of the Agenda

Motion: To approve the agenda as presented.

**Moved by Ricardo Pickering. Seconded by Joyce Milligan.
CARRIED.**

2. Acceptance of Minutes

Motion: To accept the minutes of the November 14-15, 2015 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Marion Clorey. Seconded by Bill Thomas.
CARRIED.**

3. Conflict of Interest

- The following conflicts were noted:
 - Michel Turcotte and Kiraz Johannsen regarding the Regional Development Fund Application.
 - Bill Thomas regarding the Indigenous Practice Award.
 - Kathy Offet-Gartner regarding the Alberta/NWT Chapter By-Law Changes
- A declaration of conflict may be made at any time during the meeting.

4. Information Items

CACEP Rejuvenation Project

- Natasha Caverley reviewed the current status of the project.
- A third party contracted researcher was retained to carry out the interview process (for the accredited program and site visitor interviews) and online survey analysis for Phase One of the CACEP rejuvenation process.
- The results of the survey and interviews were delivered in mid-December and have been circulated to the CACEP Advisory Committee members.
- The Committee held a meeting on January 11, 2016 to discuss the report.
- Some clarifications were sought from the researcher.
- These have now been received.
- Another meeting of the Committee will be held in February 2016.

Specialty Modifications

- In November 2015, Jen Rowett (NB Anglophone Director) and Vicki-Anne Rodrigue (Ontario Francophone Director) volunteered to take a closer look at the CCC Specializations listed on the CCPA website to determine if the list could be condensed.
- Preliminary discussions on the matter were held in December 2015 and January 2016 and information and suggested next steps will be brought to the Executive Committee in February 2016.

Board of Directors and CEO Evaluation Processes

- Board evaluations will be distributed by Barb MacCallum.
- The results will be collated, anonymized and redistributed to the Board of Directors for discussion at the April 2016 Board of Directors meeting.
- The CEO evaluation will be distributed by Natasha Caverley.
- Natasha will collate the results, consult with the Executive and then discuss the results with the CEO.
- Please note that the Board evaluations are to be sent to Barb MacCallum and the CEO evaluations are to be sent to Natasha Caverley.

5. Budget 2016-2017

- The budget for 2016-2017 was distributed to the Board of Directors on December 12, 2015.
- Directors were asked to submit comments and/or questions to Barb MacCallum by January 15, 2016.

- Barb noted that she had not received any questions.
- It was noted that the budget documentation was clear and easy to understand.

Motion: To adopt the 2016-2017 Budget as presented.

Moved by Brigitte Landry. Seconded by Nicholas Renaud.

CARRIED.

1 ABSTENTION

6. Special Awards

Honorary Lifetime Membership Award

- Sharon Robertson has been nominated.
- It was noted that Sharon's contributions were inspiring and humbling.

Motion: To approve Sharon Robertson as the recipient of an Honorary Lifetime Membership Award.

Moved by Michel Turcotte. Seconded by Bill Thomas.

CARRIED.

1 ABSTENTION

Lorne Flavelle Award

- José Domene has been nominated.
- It was noted that Jose is an extremely generous and enthusiastic volunteer and has contributed a great deal to CCPA
- His temporary editorship of the CJCP was extraordinarily helpful.

Motion: To approve José Domene as the recipient of the 2016 Lorne Flavelle Award.

Moved by Brigitte Landry. Seconded by Jen Rowett.

CARRIED.

1 ABSTENTION

Indigenous Practice Award

- Two nominations have been received for this award: Andrea Currie and Bill Thomas.
- Both candidates are very worthy of the award.
- The first presentation of the award was in 2014 to Mark Kelly.
- It was noted that this award was not presented in 2015.
- After a fulsome discussion, the following two motions were passed.

Motion: To award the 2016 Indigenous Practice Award to Andrea Currie and Bill Thomas.

Moved by Joyce Milligan. Seconded by Ricardo Pickering.

CARRIED.

2 ABSTENTIONS

Motion: To allocate \$500 each to both 2016 recipients (Andrea Currie and Bill Thomas) of the Indigenous Practice Award.

Moved by Ricardo Pickering. Seconded by Tracy Duffy.

CARRIED.

1 ABSTENTION

- A discussion was held with regard to whether Directors currently sitting on the Board should be eligible for awards.
- Kiraz Johannsen agreed to document her concerns and forward them to Natasha Caverley and Barb MacCallum.

7. Regional Development Fund Application

- Kiraz Johannsen (Quebec Anglophone Director) and Michel Turcotte (Quebec Francophone Director) submitted a Regional Development Fund application for the amount of up to \$5,000.
- The Ordre des psychologues du Québec (OPQ) is the organization in Quebec responsible for managing and monitoring the Psychotherapist Permit.
- Psychologists and members of CCPA in Quebec who hold a Psychotherapy Permit need to complete 90 hours of continuing education over 5 years.
- The OPQ has put in place a process by which any training and educational provider needs to have their program pre-approved by OPQ as eligible units of training which would qualify as continuing education.
- The 2016 ACA/CCPA Conference will be held in Montreal.
- The 2016 ACA/CCPA conference activities must go through the OPQ process in order to allow members to count their attendance at the conference toward the 90 hours of continuing education.
- If the activities are not pre-approved, members will not receive continuing education credits for the event after the fact.
- OPQ charges for each activity approved.
- The amount requested is the estimated cost of approving 34 of the pre-conference workshops at the conference.
- If counsellors take advantage of this offer, they could accumulate up to 12 hours of continuing education at a reasonable fee, close to their home.
- Most members of CCPA in Quebec live within 200 kilometers of Montreal.
- This will be viewed by CCPA members in Quebec as a show of support for the professional development requirements that these members must now meet.
- The approval of the workshops may also increase registrations for the conference.
- Also working with the OPQ on this matter may assist CCPA in advocating for changes to the pre-approval system which is quite onerous and expensive.

Motion: To approve the Regional Development Fund application as presented.

Moved by Ricardo Pickering. Seconded by Jen Rowett.

CARRIED.

2 ABSTENTIONS

8. Alberta/NWT Chapter By-Law Changes

Motion: To approve the Alberta/NWT By-Law Changes as presented.

Moved by Ricardo Pickering. Seconded by Joyce Milligan.

CARRIED.

1 ABSTENTION

9. Reminder of CCPA Board of Director Expenses

- This year, due to the earlier AGM date, CCPA National Office must close its financial records by February 15, 2016.
- Directors are asked to submit all expenses immediately so that they can be processed before the financial year is closed.

10. Next Meeting

The next teleconference will be held on February 17, 2016.

11. Adjournment

Motion: To adjourn the meeting.

**Moved by Ricardo Pickering. Seconded by Kiraz Johannsen.
CARRIED**

President

Date

SUMMARY OF MOTIONS

Motion: To approve the agenda as presented.

**Moved by Ricardo Pickering. Seconded by Joyce Milligan.
CARRIED.**

Motion: To accept the minutes of the November 14-15, 2015 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Marion Clorey. Seconded by Bill Thomas.
CARRIED.**

Motion: To adopt the 2016-2017 Budget as presented.

**Moved by Brigitte Landry. Seconded by Nicholas Renaud.
CARRIED.
1 ABSTENTION**

Motion: To approve Sharon Robertson as the recipient of an Honorary Lifetime Membership Award.

**Moved by Michel Turcotte. Seconded by Bill Thomas.
CARRIED.
1 ABSTENTION**

Motion: To approve José Domene as the recipient of the 2016 Lorne Flavelle Award.

**Moved by Brigitte Landry. Seconded by Jen Rowett.
CARRIED.
1 ABSTENTION**

Motion: To award the 2016 Indigenous Practice Award to Andrea Currie and Bill Thomas.

**Moved by Joyce Milligan. Seconded by Ricardo Pickering.
CARRIED.
2 ABSTENTIONS**

Motion: To allocate \$500 each to both 2016 recipients (Andrea Currie and Bill Thomas) of the Indigenous Practice Award.

**Moved by Ricardo Pickering. Seconded by Tracy Duffy.
CARRIED.
1 ABSTENTION**

Motion: To approve the Regional Development Fund application as presented.

**Moved by Ricardo Pickering. Seconded by Jen Rowett.
CARRIED.
2 ABSTENTIONS**

Motion: To approve the Alberta/NWT By-Law Changes as presented.

**Moved by Ricardo Pickering. Seconded by Joyce Milligan.
CARRIED.
1 ABSTENTION**

Motion: To adjourn the meeting.

**Moved by Ricardo Pickering. Seconded by Kiraz Johannsen.
CARRIED**

Summary of Action Items

Task Number	Minute Reference	Task	Date	Responsibility
1	6	Document concerns regarding Board members receiving awards while they are serving on the Board.	ASAP	Kiraz Johansson
2	9	Submit Board expenses for 2015-2016.	ASAP	Board members.