



**CCPA Board Meeting
March 16, 2016
19:00 - 20:00 p.m. (ET)**

Present : Natasha Caverley (Chair), Ricardo Pickering, Nicholas Renaud, John Driscoll, Tracy Duffy, Michel Turcotte, Kathy Offet-Gartner, Bill Thomas, Andrea Currie, Kimberly Young, Jen Rowett, Kiraz Johannsen, Vicki-Anne Rodrigue, Barbara MacCallum (Secretary)

Guests : Nicole Maurice, Kim Hollihan

Regrets : Blythe Shepard, Joyce Milligan

Absent : Marion Clorey

Welcome :

- Natasha welcomed everyone to the Board meeting.

Agenda

1. Approval of Agenda
2. Acceptance of the February 17, 2016 minutes
3. Conflict of Interest
4. Information Items
 - a. Board Resignation
 - b. Conference Booth Duty
 - c. CACEP Rejuvenation Project
5. 2015-2016 Audited Financial Statements
6. Legislative Support Fund Application – NB
7. CCC-S Modifications
8. CCPA 2016 Conference
9. Next Meeting
10. Adjournment

1. Approval of the Agenda

The CCPA 2016 Conference was added to the agenda.

Motion: To approve the agenda as amended.

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

2. Acceptance of Minutes

Motion: To accept the minutes of the February 17, 2016 meeting as accurately reflecting the discussions and decisions of the Board.

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



3. Conflict of Interest

The following conflict was noted:

- Jen Rowett regarding the NB Legislative Support Fund Application.

4. Information Items

Board Resignation

- Brigitte Landry has resigned as NB francophone director due to health reasons.
- Natasha Caverley noted that Brigitte expressed her appreciation to the Board members and wished them well for the remainder of their term.
- A card thanking Brigitte for her service has been sent to Brigitte by National Office.
- Following the conference, Blythe and the Governance Committee will work with National Office to post a recruitment notice for the NB francophone position.

Conference Booth Duty

- Barbara MacCallum will send out an invitation for volunteers to inspect the CCPA Conference Booths during the upcoming 2016 Conference.

CACEP Rejuvenation Project

- Natasha reviewed the current status of the project.
- The CACEP Advisory Committee met on February 15, 2016 to review the work plan and determine next steps.
- Natasha Caverley and Barb MacCallum were tasked with creating a report for the Board.
- A draft report was sent to the CACEP Advisory Committee.
- All CACEP Advisory Committee members have provided feedback.
- The report is currently undergoing final edits.
- The report will be available for the April 2016 Board of Directors meeting.

5. 2015 – 2016 Audited Financial Statements

- Barbara MacCallum gave brief overview of the financial statements.
- There were no questions.

Motion: To approve the 2015-2016 audited financial statements as presented.

Moved by Michel Turcotte. Seconded by Bill Thomas.

CARRIED.

1 ABSTENTION.

6. Legislative Support Fund Application – NB

- A Legislative Support Fund (LSF) application was received from New Brunswick for \$7,000.
- The amount in the fund is \$8,000.
- It is also known that BC will be applying for approximately \$8,000.



- There was discussion around increasing the amount in the fund to allow for more applications, as many provinces are gearing up for regulation and may have need for funding.
- This will be further discussed at the April Board meeting.
- In NB, there are two other groups that are working together with CCPA but both are quite small and neither are able to contribute financially.

Motion: To approve the NB application to the Legislative Support Fund.

Moved by Ricardo Pickering. Seconded by Kiraz Johannsen.

CARRIED.

1 ABSTENTION.

7. CCC-S Modifications

- Modifications to the CCC-S requirements were presented.
- The modifications have been reviewed by the Certification Committee, Governance Committee, Quality Assurance Committee and the Executive Committee.
- Kim Hollihan provided some explanation of the changes:
 - The requirement for a Master's degree is not new. The change requested relates to the number of hours required.
 - The 40 hours of supervision requested is not a change in the number of hours but rather a reallocation of the time allowed to gain those hours.
 - The requirements of other organizations (e.g., AAMFT, NSCCT, ACA, CRPO) were reviewed to determine if CCPA requirements were in line.
- It was noted that CCPA was being innovative in establishing this credential as only one other organization (AAMFT) has a similar program.
- The following concerns were raised:
 - CCPA should move away from credential-based assessment to competency-based assessment for awarding CCC-S.
 - Experience earned prior to an applicant's graduate degree should be counted towards total years of experience.
 - More research should be conducted on how to fairly assess supervisors' competencies instead of using arbitrary numbers and criteria to assess their skills.
 - Forty (40) supervisory hours every two years is low and should be raised.

Motion: To approve the CCC-S modifications as presented.

Moved by Michel Turcotte. Seconded by Kathy Offet-Gartner.

CARRIED.

1 ABSTENTION.

1 OPPOSED.

8. CCPA 2016 Conference

- National Office is looking for volunteers to help pack conference kits on March 29, 2016 at 9:00 am at the Montreal Convention Center.
- Lunch will be provided.



- All avenues to obtain volunteers have been exhausted including using the list-serv, contacting QCA and having the Quebec Directors send messages to their members.
- At this point, CCPA only has two volunteers who have come forward.
- It was noted that volunteers are looking for more than a free lunch.
- CCPA is constrained in providing compensation for this activity due to the nature of the ACA Conference.
- If anyone would like to volunteer or has ideas about how to find more volunteers, please contact Nicole Maurice by March 21, 2016.

9. Next Meeting

The next meeting will be held in person in Montreal on April 4 and 5, 2016.

10. Adjournment

Motion: To adjourn the meeting.

**Moved by Ricardo Pickering. Seconded by Kimberly Young.
CARRIED.**

President

Date



Summary of Motions

Motion: To approve the agenda as amended.

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

Motion: To accept the minutes of the February 17, 2016 meeting as accurately reflecting the discussions and decisions of the Board.

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

Motion: To approve the 2015-2016 audited financial statements as presented.

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

Motion: To approve the NB application to the Legislative Support Fund.

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

Motion: To approve the CCC-S modifications as presented.

**Moved by Michel Turcotte. Seconded by Kathy Offet-Gartner.
CARRIED.
1 ABSTENTION.
1 OPPOSED.**

Motion: To adjourn the meeting.

**Moved by Ricardo Pickering. Seconded by Kimberly Young.
CARRIED.**



Summary of Action Items

Task Number	Minute Reference	Task	Date	Responsibility
1	4	Send out request for Booth inspectors for the ACA Conference	March 17, 2016	National Office
2	8	Forward ideas on how to recruit volunteers to pack the delegate bags for the 2016 Conference.	March 21, 2016	Board of Directors