



**CCPA Board Meeting
September 15, 2016
13:00 - 14:00 p.m. (ET)**

Present: Natasha Caverley (Chair), Tracy Duffy, Kathy Offet-Gartner, Bill Thomas, Kiraz Johannsen, Vicki-Anne Rodrigue, Joyce Milligan, John Driscoll, Jen Rowett, Kimberley Young, Marion Clorey, Andrea Currie, Barbara MacCallum (Secretary)

Regrets: Blythe Shepard, Ricardo Pickering

Absent: Michel Turcotte

Welcome

- Natasha welcomed everyone to the Board meeting.

Agenda

1. Approval of Agenda
2. Acceptance of the August 18, 2016 minutes
3. Conflict of Interest
4. Regional Development Fund Application – National Office
5. Regulation Update
6. Information Items
 - a. CACEP Rejuvenation Project
 - b. Research Conference
 - c. BC Workshops
7. Next Meeting
8. Adjournment

1. Approval of the Agenda

Motion: To approve the agenda as presented.

**Moved by Vicki-Anne Rodrigue. Seconded by Marion Clorey.
CARRIED.**

2. Acceptance of Minutes

Motion: To accept the minutes of the August 18, 2016 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Tracy Duffy. Seconded by Bill Thomas.
CARRIED.**

3. Conflict of Interest

- No one declared a conflict of interest.
- A conflict may be declared at any point during the meeting.



4. Regional Development Fund Application – National Office

- The Board reviewed the proposal submitted by the National Office for a resource to conduct new member outreach.
- Member surveys have been done in the past and the response rate has been very low.
- Members often do not read emails.
- This project would provide a personal touch to contact new members to connect them to the services of the Association and to determine if there are new services that could be provided.
- The project will also provide an opportunity to contact new members who are students and have these new members become involved in the Student Rep program.
- Currently, there is no capacity at the National Office to undertake this project.
- A part-time resource will be hired to re-direct work tasks from a more senior resource so that the senior resource can undertake the project.
- The amount asked for is \$21,000.
- Even though the retention rate is lower, CCPA is still growing (5,700+ membership) so there has not been a decrease in workload for National Office staff.

Motion: To approve the Regional Development Fund Application submitted by the National Office for a new member outreach project at \$21,000.

**Moved by Andrea Currie. Seconded by Joyce Milligan.
CARRIED**

5. Regulation Update

Newfoundland and Labrador

- A small group was formed a couple of years ago to start organizing the regulation process.
- Tracy Duffy was instrumental in forming this initial group.
- In April 2016, an organizing meeting was held in St. John's, NL
- All Associations interested in regulation were invited.
- Subsequent to this meeting, a Steering Committee has been formed, the group has named itself FACT-NL, a website is under development and the application writing process has begun.

Prince Edward Island

- The application to the Ministry of Health is under development.
- PEICA (Prince Edward Island Counselling Association) has taken the lead on this.
- Marion Clorey reported that there was a meeting with the PEI Labour Mobility Coordinator this week and there has been a meeting with the government lawyer.
- PEICA was advised to complete the application and have it submitted and then to concentrate on lobbying activities.
- At this juncture, the application is key.



Nova Scotia

- The Nova Scotia College of Counselling Therapists (NSCCT) has successfully advocated for RCTs to be accepted as eligible service providers in the provincial government's benefits plan.
- Andrea Currie indicated that the employer letter initiative is important.
- Barb MacCallum indicated that she would set up a conference call between Andrea Currie, John Driscoll and herself to discuss this initiative.

New Brunswick

- The private member's bill is ready to be tabled in the provincial legislature this fall.
- Jen Rowett reported that the MLA that offered to table the Bill indicated that he is still willing to do so.

Ontario

- Controlled Act of Psychotherapy
 - The Council approved the document which provides clarification of the Controlled Act of Psychotherapy.
 - The other Colleges that will receive the Controlled Act will be reviewing the document in the coming months.
 - The College of Physicians and Surgeons has announced that it will not support the document.
 - If the other Colleges approve the document, the Ministry advised that the Controlled Act can still be proclaimed without the support of the College of Physicians and Surgeons.
 - Proclamation must occur before November 2017 as that is the 10th anniversary of the *Psychotherapy Act*. Legislation not proclaimed within 10 years is removed from the government ledgers.
- CRPO will be conducting a series of public consultations related to the transparency requirements recommended by the Ontario Ministry of Health.
- The members of the Indigenous Registration Requirements Committee were appointed.

Quebec

- Letters were sent to Quebec employers regarding including those practicing psychotherapy into their health benefits plan.
- Quebec continues with its enforcement phase of the psychotherapy permit.

Manitoba

- There will be a meeting on September 18, 2016 in which all of the Manitoba counselling organizations have been invited.
- It is hoped that the meeting will result in more organizations joining the Manitoba Coalition's pursuit of regulation.

Saskatchewan

- FACT-SK has been formed.
- A Steering Committee meeting will be occurring in October 2016.



Alberta

- FACT-Alberta approved a definition of counselling and adopted the BC entry-to-practice competency profile.
- During the summer, the application was completed and is undergoing final revisions.
- The application will be submitted to the Ministry of Health in September 2016.

British Columbia

- FACT-BC received verbal confirmation from the Minister of Health that the College of Counselling Therapists would be considered after the current College of Medical Radiation Technologists is created.
- However, this confirmation has not been provided in writing.
- Health Minister Terry Lake has subsequently stepped down and will not be running for re-election in the May 2017 provincial election.

Yukon, Northwest Territories, Nunavut

- There are no regulation activities underway in the territories.

7. Information Items

CACEP Rejuvenation Project

- Natasha Caverley has drafted a project plan.
- The Committee held a meeting on September 14, 2016.
- A face-to-face meeting is being planned for November 2016.
- A Site Visitor's workshop is being planned for the May 2017 Conference.

Research Conference

- Registration is approximately 65.
- The early bird registration ends on September 15, 2016 so we may see a bump in registration on the 15th.

Research Task Group Sub-Committee Update

- This group met on August 26, 2016 via teleconference.
- Natasha Caverley indicated that the goal is to develop an action plan to present to the Board of Directors at the November 2016 face-to-face Board meeting.

8. Next Meeting

- The next meeting will be held by teleconference on October 20, 2016 at 19:00 ET.

9. Adjournment

Motion: To adjourn the meeting.

**Moved by John Driscoll. Seconded by Jen Rowett
CARRIED.**

President

Date



Summary of Motions

Motion: To approve the agenda as presented.

**Moved by Vicki-Anne Rodrigue. Seconded by Marion Clorey.
CARRIED.**

Motion: To accept the minutes of the August 18, 2016 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Tracy Duffy. Seconded by Bill Thomas.
CARRIED.**

Motion: To approve the Regional Development Fund Application submitted by the National Office for the new member outreach project at \$21,000.

**Moved by Andrea Currie. Seconded by Joyce Milligan.
CARRIED**

Motion: To adjourn the meeting.

**Moved by John Driscoll. Seconded by Jen Rowett
CARRIED.**



Summary of Action Items

Task Number	Minute Reference	Task	Date	Responsibility
1	5	Arrange a teleconference with Andrea Currie and John Driscoll to discuss employer letters.	ASAP	Barb MacCallum