

**CCPA Board Meeting
August 17, 2017
Teleconference
19:00-19:45 (ET)**

Present: John Driscoll (Chair), Natasha Caverley, Bill Thomas, Michel Turcotte, Kathy Offet-Gartner, Madeleine Lelievre, Marion Clorey, Jen Rowett, Andrea Currie, Carrie Foster, Serge Hall, Barbara MacCallum (Secretary)

Regrets: Kimberly Young, Vicki-Anne Rodrigue, Nicholas Renaud, Meredith Henry

Absent: Joyce Milligan, Leah Lewis

Guest: Kim Hollihan

Welcome

- John Driscoll welcomed everyone to the Board meeting.
- John noted the following:
 - Kimberly Young (SK Director) is taking a leave of absence until January 2018.
 - Nicholas Renaud (Ontario Anglophone Director) has resigned from the Board as he is moving to Alberta. His resignation is effective September 15, 2017.
 - It was agreed that the National Office will send appropriate cards from the Board to Kimberly and Nicholas.

Agenda

1. Approval of Agenda
2. Acceptance of the July 20, 2017 Minutes
3. Conflict of Interest
4. Pastoral and Spiritual Care By-Law Changes
5. Regional Development Fund Application – Research Conference
6. CEC Changes
7. Information Items
 - CACEP Update
 - Research Task Group Committee Update
 - Leadership Forum
8. Committee Reports
9. Next Meeting
10. Adjournment

1. Approval of the Agenda

Motion: To approve the agenda as presented.

**Moved by Serge Hall. Seconded by Bill Thomas.
CARRIED**

2. **Acceptance of Minutes**

Motion: To accept the minutes of the July 20, 2017 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Madeleine Lelievre. Seconded by Carrie Foster.
CARRIED**

3. **Conflict of Interest**

- Michel Turcotte and Carrie Foster have a conflict with the Regional Development Fund Application for the Research Conference.
- A declaration of conflict may be made at any time during the meeting.

4. **Pastoral and Spiritual Care Chapter By-Law Changes**

- The Pastoral and Spiritual Care in Counselling Chapter amended their bylaws.
- The following changes were approved by motions at their AGM.
 - Change of Chapter Name: Spirituality in Counselling
 - Change of fees to \$15.00
 - Allowing for two Executive positions to be held by one person with the exception of President.

Motion: To approve the changes to the Pastoral and Spiritual Care Chapter By-Laws as presented.

**Moved by Marion Clorey. Seconded by Andrea Currie.
CARRIED**

5. **Regional Development Fund Application**

- A Regional Development Fund application has been submitted to request funding for simultaneous translation at a research conference which will be held at Laval University in 2018.
- The amount requested is \$12,000.
- The conference will have approximately 30 presentations and at least one session will be translated into English for each time slot.
- It is anticipated that offering sessions in English will draw participants from ON, NB, NS.
- The application was supported by the Ontario Regional Directors and the Quebec Regional Directors.
- This is a great opportunity to provide some visibility in Quebec for CCPA.
- Once details are available they will be sent to all Directors to advertise through their various channels.
- Of particular importance will be to ensure that Indigenous students are notified.

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

**Moved by Serge Hall. Seconded by Marion Clorey.
CARRIED
2 ABSTENTIONS**

6. CEC Changes

- CEC wording changes were recommended by the Governance Committee, QA Committee and the Executive Committee.
- The changes relate to teaching and CECs.

Motion: To approve the changes to the CEC wording related to teaching.

Moved by Kathy Offet-Gartner. Seconded by Carrie Foster.

CARRIED

7. Information Items

CACEP Update

- A teleconference was held on August 15, 2017 and there will be another teleconference next week.
- Hopefully this will result in the completion of the Standards revision.
- The CACEP Rejuvenation Committee is currently working on updating the Standards.
- Once the revisions are complete the next step is to conduct stakeholder consultations.
- An article is being planned for Cognica.
- Board members were reminded that the CACEP presentation on YouTube would provide a very good overview of CACEP and the rejuvenation project.

Research Task Group Sub-Committee Update

- Natasha is almost finished compiling the feedback received from the peer reviewers.
- When she has completed this task, Natasha will reconvene a meeting of the sub-committee.

Leadership Forum

- Applications were accepted until July 28, 2017 at 5:00 p.m. ET.
- 21 completed applications were submitted.
- All provinces with the exception of Manitoba have submissions.
- There are no submissions from the Territories.
- The Senate Committee reviewing the applications has been convened and is reviewing the submissions.

8. Committee Updates

Governance Committee

- Natasha Caverley will connect with Barb MacCallum regarding the process to search for a new Ontario Anglophone Director.

9. Next Meeting

- The next Board meeting will be held via teleconference on September 21, 2017 at 19:00 ET.

10. Adjournment

Motion: To adjourn the meeting.

**Moved by Bill Thomas. Seconded by Madeleine Lelievre.
CARRIED**

President

Date

SUMMARY OF MOTIONS

Motion: To approve the agenda as presented.

**Moved by Serge Hall. Seconded by Bill Thomas.
CARRIED**

Motion: To accept the minutes of the July 20, 2017 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Madeleine Lelievre. Seconded by Carrie Foster.
CARRIED**

Motion: To approve the changes to the Pastoral and Spiritual Care Chapter By-Laws as presented.

**Moved by Marion Clorey. Seconded by Andrea Currie.
CARRIED**

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

**Moved by Serge Hall. Seconded by Marion Clorey.
CARRIED
2 ABSTENTIONS**

Motion: To approve the changes to the CEC wording related to teaching.

**Moved by Kathy Offet-Gartner. Seconded by Carrie Foster.
CARRIED**

Motion: To adjourn the meeting.

**Moved by Bill Thomas. Seconded by Madeleine Lelievre.
CARRIED**

Summary of Action Items

Task Number	Minute Reference	Task	Date	Responsibility
1	1	Send cards to Nicholas and Kimberly	ASAP	National Office