**Minutes - CCPA Manitoba Chapter – Annual General Meeting**

Sunday March 12, 2017 at 1:30 pm

Viscount Gort Hotel and Conference Center, Winnipeg, MB

**Present:** Mary Lukes, Rosamaria Cristelli, Candace Reinsch, Aleksei Panov, Jenn Cuddy, Lori Rudniski, Sandra Severi, Joyce Milligan, Louise Blanchard, Mintie Grienke, Krysti Dedi, Barbara Woods, Allyson Coleman-Berard

**AGENDA**

**Meeting Chair:** Dr. Barbara Woods, CCPA MB Chapter President

**Call to order: 1:45p.m.**

**Introduction of Board Members and Manitoba Chapter Members**

1. **Review of Minutes**

1.1 Change 2.4 to reflect that you do not need a CCC-S to be a supervisor. There is an encouragement to pursue this designation however there are not limitations to members being supervisors. Rather, it is an opportunity for furthering education and a manner by which consumers can know the individual has met certain standards as set out by the CCPA.

1.2 Minie Grienke should read Mintie Grienke

**Motion to accept changes: Mintie**

**Second: Krysti**

1. **Board Updates**
	1. **President’s Report – Dr. Barbara Woods**
		1. Current Membership: 125 (up by 20 since last AGM) 11 students; 9 professional members & 1 certified member
		2. Interest in the Chapter has gone up as noted by more frequent emails from members wanting to be involved in the Chapter activities. This is a great sign that the Chapter is of value and interest to the members. However, the last year has been solely focused on getting the structure necessary for the Regulation Committee.
		3. Requests have come in for some conferences with well-known presenters. Now that regulation has become more settled this may be an area that we can focus on.
	2. **Manitoba Nunavut Director – Joyce Milligan**

2.2.1 Joyce will be continuing for 2nd term.

2.2.2 Please see attached report

* 1. **Treasurer – Krysti Dedi**
		1. Balance as of March 12, 2017 $2978.27
		2. Suggestion to consider a different financial institution due to some challenges accessing the account after hours, branch location, changing bank information, and inconsistency with on-line banking. To be discussed at next board meeting.
		3. Signatory information was updated twice.
		4. Bank card for purchases or expenses has been updated.
		5. Significant support comes from head office for larger financial costs such as Regulation.
		6. For additional costs it may be possible to generate some revenue through professional development and workshops.
	2. Social Networking **– Allyson Coleman-Berard (acting)**
		1. No further developments in this area since last AGM.
		2. Discussion about need for bilingual material and how that affects the ability of the board to manage and maintain certain networking opportunities
		3. Need for someone to assume this role that has interest and knowledge about navigating social media.
		4. Need ethical guidelines for social media prior to profiles being created and utilized.
	3. **Continuing Education – Krysti Dedi**

2.5.1 Written report pending

* 1. **Regulation Committee – Mintie Grienke**
		1. Full report attached
		2. Suggestion that a Director at Large of the Regulation Committee be added to the board so that they are able to hold a vote on the FACT committee and a designate also be named should the Director at Large be unable to attend or vote.

**Motion:** A formal position for Director at Large for Regulation Committee be created and be the CCPA representative vote for FACT. An alternate, if needed, must be selected from representatives of the Executive Board.

Motion forwarded: Louise

Seconded: Lori

Amendment made to the above motion regarding the alternate being on the Executive Board.

Seconded: Krysti

* + 1. Will need to create revenue to fund the regulation process. Thoughtful planning is necessary as there will be a significant financial expectation from the CCPA Manitoba Chapter as the regulation process moves forward.

 Ideas presented to increase funds:

Increase chapter fees from $10 to $20

Workshops

1. **Business from 2016**
	1. Chapter member specialties:

Request from 2 years ago to collect list of member’s specialties to assist with CEC/PD credits. There has been no response from membership to this point, excepting one individual. Krysti and Lori suggested using a survey to gather information moving forward

* 1. Advertisements for local providers and businesses:

Decided to follow National office guidelines and procedures.

* 1. Impact of Regulation on FNIH Providers

Given this is currently in the hands of the government it may take time to resolve and no significant updates can be provided at this time.

1. **New Business**
	1. 2018 CCPA Annual Conference will be held in Winnipeg

The Attachment Network of Manitoba has offered to promote this event free of charge in their newsletter.

Currently looking for Keynote Speakers.

Board will have a variety of responsibilities however National Office will be taking care of the booking and schedule.

* 1. **2017 Board of Directors Election**

**4.2.1 Past President – Dr. Barbara Woods**

Moved: Mintie

Seconded: Lori

Result: Dr. Barbara Woods

**4.2.2 President**

Nominations: Louise Blanchard

Moved: Candice

Seconded:Mintie

Result:Louise Blanchard Elected

**4.2.3 President-Elect**

Nominations: Krysti Dedi

Moved: Allyson

Seconded: Mintie

Result: Krysti Dedi Elected

**4.2.4 Secretary**

Nominations: Allyson Coleman-Berard

Moved:Louise

Seconded: Mary

Result: Allyson Coleman-Berard Elected

**4.2.5 Treasurer**

Nominations: Allyson Coleman-Berard

Moved: Joyce

Seconded: Krysti

Result: Allyson Coleman-Berard Elected

**4.2.6 Director at Large Continuing Education**

Nominations: Aleksei Panov

Moved: Mary

Seconded: Joyce

Result: Aleksei Panov Elected

**4.2.7 Director at Large - New Member Networking**

Motion by Krysti to change the name of Social Networking to New Member Networking

Seconded: Mintie

Nominations: Lori Rudniski

Moved: Mary

Seconded: Joyce

Result: Lori Rudniski Elected

**4.2.8 Director at Large**- **Regulation Committee**

Nominations: Mintie Grienke

Moved: Mary

Seconded: Joyce

Result: Mintie Grienke Elected

**4.2.9 Director at large**

Nomination: Candace Reinsch

Moved: Mintie

Seconded: Krysti

Result: Candace Reinsch Elected

* 1. **Peer Consultation**

To be addressed by use of a survey as decided by the board.

1. **Member Discussion**
	1. Promotion of Skill Set – how to do this.
	2. Private Practice – Many concerns related to what/who is recognized to be able to practice. Regulation process discussed with respect to where the process is at and how long this may take.
	3. Liaison for New Membership – need clarity on what is required to obtain CCC designation. Need to also connect to new members once they have their designation.
	4. Members interested in being involved but not on the board. Board will discuss how to do this at the next board meeting.
2. **Adjournment**

Motion to Adjourn – Mintie

Seconded Barbara

 **Meeting Adjourned at 4:30 p.m.**

 **Next Board Meeting:**

**Sunday April 23rd 1:30 @ Birch Wellness Center,**

 **34 Carlton Street.**

 **2018 AGM**

**Sunday March 11, 2018 1:30-4:30**

 **Details to follow**