

**Alberta/NWT Chapter Annual General Meeting Minutes
October 22, 2017**

Calgary, Alberta (via Skype/teleconference video in St. Albert, Lethbridge, and Red Deer)

1:00 – 2:00 PM

In attendance:

Kathy Offet-Gartner
Velma Noble
Kimberley Pohl
Carol-Anne Haring
Beverly Hagen
Alina Rothman
Karina McGregor
Ali Temesy
Blythe Shepard
Barbara Pickering
Shelley Skelton
Andrew Gustaines
Mary Anne Schleinich
Cathy Underhill
Nicole Imgrund
Lindsay Ashmore
Dawn Israel-Compton
Sonia Maria McFetridge
Nicholas Renaud
Mira Singh
Audrey Tait

- 1. Welcome and Opening** - The meeting was called to order at 1:18 pm by Chapter President Shelley Skelton, with a warm welcome extended to all participants. A brief introduction of each participant followed.
- 2. Motion to approve the minutes of last year's (2016/2017) AGM as circulated** – Motion to approve the minutes of the previous AGM (September 15, 2016) was made by Kathy Offet-Gartner. Blythe Shepard seconded. All in favour. Carried.
- 3. Approval of Agenda** - Motion to Approve the AGM Agenda as circulated was made by Nicole Imgrund. Seconded by Carole-Ann Haring. All in favour. Carried.
- 4. Annual Financial Report**
 - Current Chapter membership stands at 529.

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- Cathy Underhill reviewed the financial report as submitted, reporting a balance of \$12,436.67 as of September 30th, 2017. Expenses over the past year totaled \$5,532.60, with revenue over the same time period of \$5,050.00. The report was reviewed via video presentation as not all participants were provided with a hard copy. There were no questions regarding the report. Cathy moved for the financial report to be accepted as presented. Blythe seconded the motion. All in favour. Carried.
- Kathy Offet-Gartner noted that her request for \$10,000 from Head Office to support regulation costs has been approved and the cheque should be forthcoming shortly. Cathy reported that the first legal bill for regulation, for case law review, in the amount of \$3,830, had been paid. There was some discussion regarding the costs of regulation as we are entering the first financial year.
- Kathy Offet-Gartner moved to endorse Nicole Imgrund to use her own judgment/act as the Board agent for the AB-NWT Chapter with respect to expenses incurred on behalf of FACT-AB. The motion was seconded by Ali Temesy. Nicole abstained from the vote. All others in favour. Carried.

5. Introduction of the Board officers – all current officers introduced themselves briefly.

Shelley Skelton – President; Barbara Pickering, Student Liaison, southern Alberta; Kathy Offet-Gartner, Past President and Board Liaison; Nicole Imgrund, Regulation Director; Cathy Underhill, Secretary-Treasurer; Lindsay Ashmore, Student Liaison, Dawn Israel-Compton, Advocacy Director; Mira Singh, Member at Large; Nina Sangra (Absent), Communication Director; Jan Regehr (absent), Professional Development Director.

6. Directors' Reports (these reports were submitted electronically prior to meeting & a limited number of paper copies on tables).

7. Motion to accept as presented

8. Nominations Report

Shelley Skelton, President, extended thanks to those Officers who are stepping down or completing terms:

- Nina Sangra who was in the role of Communications Director and Jan Regehr who has been in the role of Professional Development Director.

Shelley also noted that the following roles are to be filled:

- **President-Elect** – Blythe Shepard was nominated
- **Communications director** – Nicholas Renaud was nominated
- **Professional Development** – Carole-Ann Haring was nominated.

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- **Member-at-Large** – Mira Singh was appointed to this role earlier in the year, and will be elected to remain in this position.
- **Student Liaisons:** Barbara Pickering and Lindsay Ashmore have offered to remain in these roles for another term.

Shelley inquired as to whether anyone would like to put their name forward for any of the vacant positions. No other names were put forward. Nominations were then closed. Kathy Offet-Gartner moved to accept the 4 nominated individuals for election to their positions as nominated: Blythe; Nicholas; Carole-Ann; and Mira. Nicole Imgrund seconded the motion. None opposed. 4 abstentions (Blythe; Nicholas; Carole-Ann; and Mira). Carried.

It was noted that Kathy Offet-Gartner's term as Past President is ending, but she will be continuing on in her role as Board Liaison. Nicole thanked Kathy for all that she has done on behalf of the Chapter, both as President and Past President. Shelley also thanked Kathy for the mentoring role she has played.

9. Update on Regulation

Nicole Imgrund presented an update on regulation. As she had recently prepared a Webinar for FACT Alberta approximately a month earlier, she referred everyone to the FACT Alberta website for more information as the webinar is available from there. Nicole spoke on the Journey towards Regulation, and noted that she meets with the Minister of Health regularly. Over the summer, a lot of work was done very quickly, and Nicole acknowledged the contributions of Blythe, who has worked very hard on the ethics for the FACT AB college, using the CCPA code of Ethics. Nicole encouraged all members to read the summary document on the FACT AB website, which explains why regulation will help mental health in Alberta. Nicole noted that she is now waiting to hear if there will be space/time in the Legislative Assembly and is hoping to get "royal assent" which would allow the College to open shortly thereafter; alternatively, if this doesn't happen, regulation will take longer. Nicole has also been meeting with MLA's to advocate. Nicole reported that she will find out in November if the Legislative Assembly will allow space/time for approval. Nicole estimates it could take as long as a couple of years or more for regulation to be in place in Alberta. Kathy Offet-Gartner thanked Nicole profusely for all the hard work she has put into regulation and moving this forward. Nicole thanked Kathy and noted that she feels supported by HO as well as the Chapter.

10. Update of Third Party Billing – Dawn presented a brief overview of the progress that has been made with respect to Third Party billing and reviewed the list of Insurance companies who have expressed support of CCC's and client reimbursement. Dawn acknowledged there is more work to be done. Dawn also highlighted a revised Consent for Release of Information form from CCPA Head Office. Dawn also noted that having Kim Hollihan from HO become involved has been helpful. Nicole requested whether or not it would be possible to have a list of companies who will cover their employees on the

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website so that CCC's will know who is covered. Dawn agreed to look into this and requested that if anyone needed the Consent to Release information form, they could request it from her. Shelley thanked Dawn for all her work on advocacy.

11. **Award Presentation** – Shelley Skelton presented the Alberta Rose Award to Audrey Tait from Red Deer, for her noteworthy service to counselling in Alberta. Audrey Tait holds a MS in Addiction Counselling, writes articles for magazines and journals on mental health issues, addictions, and nutrition.
12. **Closure of Meeting** – Kathy Offet-Gartner moved to adjourn the meeting at 2:45pm.

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