



**CCPA Board Meeting
June 21, 2018
19:00 - 20:10 p.m. (ET)**

Present: John Driscoll (Chair), Natasha Caverley, Andrea Currie, Jacqui Synard, Carrie Foster, Nicola Sherwin-Roller, Vicki-Anne Rodrigue, Jen Rowett, Barbara MacCallum (Secretary)

Regrets: Meredith Henry, Marion Clorey, Michel Turcotte, Madeleine Lelievre, Jamie Warren, Kathy Offet-Gartner

Absent: Serge Hall, Leah Lewis

Welcome

- John welcomed everyone to the Board meeting.

Agenda

1. Approval of Agenda
2. Acceptance of the May 8-9, 2018 minutes
3. Conflict of Interest
4. Introduction of New Board Member – SK Regional Director
5. Regional Development Fund Application – Carrie Foster
6. Enhancements to Member Professional Liability Insurance
7. “So You Want To Be a CCPA Volunteer” Webinar
8. Information Items
 - CACEP Rejuvenation Project
 - Research Project Update
 - Indigenous CEC Review Panel
9. Committee Updates
10. Next Meeting
11. Adjournment

1. Approval of the Agenda

Motion: To approve the agenda as presented.

**Moved by Carrie Foster. Seconded by Jacqui Synard.
CARRIED.**

2. Acceptance of Minutes

The following amendment was presented:

- There was one abstention to the motion regarding the Blanket Exercise to be held at the November 2018 meeting.

Motion: To accept the minutes of the May 8-9, 2018 meeting as amended as accurately reflecting the discussions and decisions of the Board.

**Moved by Andrea Currie. Seconded by Carrie Foster.
CARRIED.**



3. Conflict of Interest

- No conflicts were identified.

4. Introduction of the New Board Member for SK

- John Driscoll invited Nicola Sherwin-Roller to introduce herself to the Board.

5. Regional Development Fund Application – Carrie Foster

- This application was approved by the Executive to be presented to the Board of Directors.
- The RDF is requesting \$3,025.19 to support the translation and sub-titling of a documentary on Psychotherapy in Quebec and the issues with the manner in which the current law is configured.
- APQ and QCA are also providing funding to this project.
- The producer will offer up to 270 copies at a 50% discount to CCPA members.
- In addition it is hoped that a public screening will be organized when the translation is complete (tentatively August 2018).

Motion: To approve the Regional Development Fund as submitted by Carrie Foster for the translation of the documentary on psychotherapy in Quebec.

**Moved by Vicki-Anne Rodrigue. Seconded by Nicola Sherwin-Roller.
CARRIED.**

6. Enhancements to Members' Professional Liability Insurance

- BMS has proposed two new liability insurance programs for CCPA members as per the circulated document.
- BMS receives 5-10 calls per day from students and members of CRPO who are not yet certified.
- There was concern expressed that members may opt out of CCC.
- One director also indicated there was a vague concern, not yet articulated and thus abstained from the vote.
- The pricing of the insurance is such that this insurance is more expensive if you are not certified.
- Therefore there is an incentive to become certified to obtain less expensive insurance.
- The insurance pools are separated so this new type of insurance will not affect CCPA's CCC record.

Motion: To approve the enhancements to the members' professional liability insurance.

**Moved by Carrie Foster. Seconded by Andrea Currie.
CARRIED.
1 ABSTENTION**

7. "So You Want To Be a CCPA Volunteer" Webinar

- Vicki-Anne Rodrigue and Natasha Caverley described this initiative as a webinar that can be viewed by potential CCPA volunteers.
- The concept was suggested by Kathy Offet-Gartner.



- It is modeled after the “So You Want To Be a CCPA Director” webinar.
- The webinar will highlight the many ways that members can volunteer.
- There is also hope that it will encourage more members to become adjudicators for the CCPA awards.
- The Committee is looking for “testimonials” in English and French that describe the experience of being a volunteer.
- The goal is to have a diverse set, i.e. Francophones from NB, QC, ON.
- Please let Vicki-Anne and/or Kathy know by July 15, 2018 if you are interested in giving a testimonial.
- Directors should also consider sending out a message to their members about this initiative.

8. Committee Reports

Risk Management

- Nothing to report.

Global Partnerships

- Nothing to report

Governance

- Meeting scheduled for the end of June 2018.
- The Committee will be discussing the revised policy manual and Certification request.

Quality Assurance

- Will review material from Governance when it is available.

Awards

- Continuing to develop the awards manual.
- Continuing research for student ethics competition.

9. Information Items

CACEP Update – June 2018

Stakeholder Consultation Process on Revised Standards:

- The CACEP presentation team (Bill Borgen, Sharon Robertson Pam Patterson, and Natasha Caverley) co-presented on the CACEP Rejuvenation Initiative during the May 2018 CCPA Conference in Winnipeg, MB.
- This included sharing strategic updates about the revision of the CACEP Standards whereby the Advisory Committee received final feedback for inclusion in our stakeholder consultation process.
- The CACEP Advisory Committee met on June 18, 2018 to discuss the stakeholder consultation process and next steps in finalizing the CACEP Standards for review by the CCPA Executive and Board of Directors.



- This will include working in small groups to finalize the CACEP Standards based on the Committee's literature review and stakeholder consultation feedback.
- Select members of the CACEP Advisory Committee (Bill, Sharon, Pam and Natasha) will be submitting a proposal for review and consideration for the CJCP Special Edition on *Scholarship of Teaching and Learning in Counselling*.
- The focus of the proposed manuscript is a cross-jurisdictional review of emerging trends and effective practices in the pre-service training of counsellors and related mental health professionals. *Note: As the revised CACEP Standards have not been received by the CCPA Executive and Board of Directors for review and approval – the revised Standards will not be shared in this proposed manuscript.*
- Natasha will inquire to John Driscoll, Barbara MacCallum, and Kim Hollihan about the CACEP Advisory Committee making an in-person presentation to the CCPA Board at the November 2018 Board of Directors' meeting in Ottawa.
- At that time, the revised CACEP Standards will be presented to the CCPA Board for (i) review and discussion; or (ii) review, discussion, and approval.
- Natasha will inquire to John, Barbara, and Kim about arranging a proposed "meeting of the minds" in July 2018 to discuss the possibility of a collaborative pre-conference workshop at the 2019 CCPA Conference in Moncton, NB to discuss current and emerging trends in accreditation, certification and regulation, and the implications of same from a CCPA perspective.
- The proposed audience for this session is counsellor educators – though any interested CCPA members are welcome to attend this pre-conference workshop.

CACEP (Council update):

- Bill and Sharon co-facilitated an in-person orientation session during the May 2018 CCPA conference with the new Council members – Drs. Pam Patterson and Liette Goyer.
- On behalf of the CACEP Co-Chairs, Natasha will inquire to John, Barbara, and Kim about Council representative(s) attending future Strategic Certification meetings to discuss current and emerging trends in accreditation, certification, and regulation.

Research Paper Update – June 2018

- The Research Task Group Sub-Committee will be meeting via teleconference call on July 3, 2018 to advance the board motions made during the May 2018 CCPA Board of Directors' meeting.
- This includes preparing proposals for national and international presentations at the 2019 CCPA Conference in Moncton, NB.
- The prioritization of the Research Task Group Paper recommendations will also be discussed as a parallel process.
- Based on the international dimensions of a proposed presentation at the 2019 CCPA Conference, Carrie Foster will be joining the Sub-Committee – representing the CCPA Global Partnerships Committee. Welcome Carrie!
- The goal is to have a status update on the Sub-Committee's work presented at the November 2018 CCPA Board of Directors' meeting.



Indigenous CEC Review Panel Update – June 2018

- The Indigenous CEC Sub-Committee met on June 13, 2018 to discuss next steps in the official launch of the Indigenous CEC Initiative – scheduled for September 2018.
- Key areas of discussion were as follows:
 - Communications strategy for (i) CCPA members, and (ii) external associations (e.g., CAMIMH). Concepts include – COGNICA article submission (fall 2018), CAMIMH webinar (2019), FAQs and resources for CCPA website, updating of existing CCPA brochures to acknowledge the Indigenous CEC Initiative, and developing a new Indigenous CEC Initiative standalone brochure.

Note: The above documents will be initially drafted by the Sub-Committee – however, it is important to consult with the Review Panel for feedback and value added revisions/edits.

- Indigenous CEC Review Panel resources – teleconference call line and WorkSpaces site have now been set up. Thank you to CCPA National Office! Decision-making resources have been finalized and posted on WorkSpaces for the Indigenous CEC Review Panel to utilize accordingly.
- Indigenous CEC application forms and corresponding communiques have been sent to CCPA National Office for formatting and translation.
- The Indigenous CEC Review Panel will need to internally select an inaugural Chair of the Review Panel.
- In mid to late August 2018, a presentation will be made (e.g., webinar) to the CCPA Certification Chair and select CCPA National Office staff (involved in certification and CECs) to learn about the Indigenous CEC Initiative in advance of the September 2018 launch.
- The Sub-Committee and inaugural Indigenous CEC Review Panel Chair will co-present.
- As a new CCPA Initiative, the Sub-Committee is of the collective opinion that a quality assurance review be carried out on the Indigenous CEC Initiative in two to three years by the CCPA Quality Assurance Committee (2020 or 2021).

10. Next Meeting

- If there is no business to conduct the July and August 2018 meetings will be cancelled.
- If required the next teleconference meeting will be held on July 19, 2018.

11. Adjournment

Motion: To adjourn the meeting.

**Moved by Nicola Sherwin-Roller. Seconded by Vicki-Anne Rodrigue.
CARRIED.**



President

Date



Summary of Motions

Motion: To approve the agenda as presented.

**Moved by Carrie Foster. Seconded by Jacqui Synard.
CARRIED.**

Motion: To accept the minutes of the May 8-9, 2018 meeting as amended as accurately reflecting the discussions and decisions of the Board.

**Moved by Andrea Currie. Seconded by Carrie Foster.
CARRIED.**

Motion: To approve the Regional Development Fund as submitted by Carrie Foster for the translation of the documentary on psychotherapy in Quebec.

**Moved by Vicki-Anne Rodrigue. Seconded by Nicola Sherwin-Roller.
CARRIED.**

Motion: To approve the enhancements to the members' professional liability insurance.

**Moved by Carrie Foster. Seconded by Andrea Currie.
CARRIED.
1 ABSTENTION**

Motion: To adjourn the meeting.

**Moved by Nicola Sherwin-Roller. Seconded by Vicki-Anne Rodrigue.
CARRIED.**



Summary of Action Items

Task Number	Minute Reference	Task	Date	Responsibility
1	7	Indicate if you are willing to give a testimonial for the “So You Want To Be a Volunteer” Webinar.	July 15, 2018	Directors
2	7	Send a message to members regarding giving a testimonial for the “So You Want To Be a Volunteer” Webinar.	ASAP	Directors