



CANADIAN COUNSELLING AND
PSYCHOTHERAPY ASSOCIATION
L'ASSOCIATION CANADIENNE DE
COUNSELING ET DE PSYCHOTHÉRAPIE

CCPA Board Meeting
February 21, 2019
19:00 - 20:00 (ET)

Present: Jen Rowett (Chair), Kathy Offet-Gartner, Jamie Warren, Michel Turcotte, Marion Clorey, Serge Hall, Nicola Sherwin-Roller, Leah Lewis, Carrie Foster, Lori Rudniski, Madeleine Lelievre, Andrea Currie, Barbara MacCallum (Secretary)

Regrets: John Driscoll, Meredith Henry, Jacqui Synard, Natasha Caverley

Agenda

1. Welcome
2. Approval of Agenda
3. Approval of Minutes
4. Conflict of Interest Declaration
5. Appointment of Indigenous Director
6. RDF Regulator Symposium
7. Legislative Support Fund Proposal from PEI
8. Special Awards
9. Honorary Membership Award
10. Governance Handbook
11. We Matter Video
12. Self-Care Survey
13. Information Items
 - Conference
 - CACEP Rejuvenation Process
14. Committee Updates
15. Next Meeting
16. Adjournment

1. Welcome

- Jen Rowett welcomed everyone to the meeting.

2. Approval of the Agenda

- Honorary Membership Award was added to the agenda.

Motion: To approve the agenda as amended.

Moved by Nicola Sherwin-Roller. Seconded by Kathy Offet-Gartner.
CARRIED

3. Approval of Minutes

Motion: To accept the amended minutes of the January 17, 2019 Board Meeting as accurately reflecting the discussions and decisions of the National Board of Directors

Moved by Andrea Currie. Seconded by Kathy Offet-Gartner.
CARRIED

4. Conflict of Interest Declaration

- Jamie Warren declared a conflict with the appointment of the Indigenous Director.
- Marion Currie declared a conflict with the LSF Application from PEI.

5. Appointment of the Indigenous Director

- Thanks to Jamie Warren for continuing in her role as the Indigenous Director.

Motion: To appoint Jamie Warren as the Indigenous Director for May 2019 to April 2020.

Moved by Lori Rudniski. Seconded by Marion Clorey.

CARRIED

1 ABSTENTION

6. Regulatory Symposium RDF

- Now that there are five regulated provinces, and activity towards regulation happening in all of the other provinces, CCPA can take a lead in assisting the regulated and non-regulated provinces in having a discussion about common areas of concern and potential alignment.
- The RDF proposes a two-day symposium to bring representatives of these groups together.
- Barb MacCallum has spoken to the CRPO Registrar and she is willing to assist in the planning.
- CCPA will provide funding and support, but the leadership will come directly from the regulators and FACTs.
- Quebec will potentially have more than one representative because there are seven Colleges in Quebec related to some form of counselling.
- A preliminary poll of the various groups indicates enthusiasm for this type of meeting.
- The names mentioned in the Appendix are not set in stone.
- The Registrar of each College, the Chair of the FACTs and the leader of regulation in other provinces will be invited.
- The College may choose to send someone else i.e. potentially the Chair of their Council.
- One of the goals is to allow a “National Council” to form to encourage consistency in the regulations across Canada.
- Members of the Board felt that this is an excellent initiative and are pleased that CCPA is taking a leadership role in organizing the Symposium.

Motion: To approve the RDF for \$34,500 for a Regulation Symposium.

Moved by Michel Turcotte. Seconded by Kathy Offet-Gartner.

CARRIED

7. Legislative Support Fund for PEI

- The government has approved the formation of a College but there are several groups ahead of the Counselling Therapists.
- PEICA is working with a regulatory consultant so that they are ready when the Government is ready.
- The request is for \$8,000.
- PEICA currently has about \$3,500 in expenses to be paid.

Motion: To approve \$4,000 immediately from the LSF and another \$4,000 from the LSF when additional funds are needed to pay expenses related to regulation.

**Moved by Katy Offet-Gartner. Seconded by Serge Hall.
CARRIED**

1 ABSTENTION

8. Honorary Membership Award

- Natasha Caverley has been nominated for this award.
- She is an extremely well-deserved recipient.
- Natasha has done an incredible amount of work for CCPA with regard to the CACEP Rejuvenation, the Research Paper and the Indigenous CEC Project to name a few items.

Motion: To award Natasha Caverley the Honorary Membership Award.

**Moved by Serge Hall. Seconded by Leah Lewis.
CARRIED**

9. Special Awards – In Camera – Rise and Report

Motion: The Humanitarian Award will not be awarded in 2019.

**Moved by Kathy Offet-Gartner. Seconded by Marion Clorey.
CARRIED**

1 ABSTENTION

Motion: To refer the Humanitarian Award back to the Awards Committee for further refinement.

**Moved by Leah Lewis. Seconded by Nichola Sherwin-Roller.
CARRIED**

10. Governance Handbook

- Via the ball toss, there has been a comprehensive review and update of the Governance Handbook over the last several months.
- Board members were asked to review the revised Governance Handbook in preparation for the February Board meeting.
- There were no questions about the changes.

Motion: To approve the Governance Handbook and accompanying Personnel Policies as presented.

**Moved by Madeliene Lelievre. Seconded by Marion Clorey.
CARRIED**

11. We Matter Video

- Jamie Warren introduced an imitative “We Matter”.
- We Matter is an Indigenous-led non-profit organization committed to Indigenous youth empowerment and life promotion.
- Their key project is the We Matter Campaign, a national multi-media campaign in which Indigenous role models and allies from across Canada submit short videos, written and artistic messages sharing their own experiences of overcoming hardships, and communicating with Indigenous youth that no matter how hopeless life can feel, there is always a way forward.

- Jamie asked for Board support to have the Board or members of the Board record a message at the May conference and to set up a booth/table at the conference where attendees could record a message.
- The Indigenous Circle has offered the Gathering Room as a place where the videos can be recorded.
- The Board enthusiastically supports the initiative.
- Barb MacCallum will communicate this to the Conference Planning Committee.
- Carrie Foster noted that at the next QCA Board meeting she will ask QCA to participate.

12. Self-Care Survey

- Nicole Sherwin-Roller proposed an article on Self-Care for Cognica.
- She would like to distribute a survey to members asking about self-care techniques, work-life balance etc.
- The Board fully supports this initiative.

13. Information Updates

Conference 2019 Update

- 278 people are registered for the full conference, 52 registered for the pre-conference and 25 registered for one day either the 15th, 14th or 16th.
- There are 8 exhibitors confirmed.
- 10 volunteers are confirmed.
- The hotel room pick-up is good.
- We are encouraging everyone to book their hotel room as soon as possible because our room block is already full on the 10th, 11th & 12th (Board reservations are already set aside, Board members simply need to confirm the dates of their stay with Karina Albert).
- We are contacting hotels in close proximity to secure a conference rate with them.

CACEP Rejuvenation Initiative

Revision of CACEP Standards

- The CACEP Advisory Committee will be meeting via teleconference call in March 2019 to finalize their review of the revised CACEP Standards prior to submission to the CCPA Executive and Board for review and decision.

Accreditation-Certification-Regulation Congruency/Alignment

- Based on our discussions in January 2019 between select representatives from CCPA National Office, Certification Program, CACEP, National CCPA President and Past President, Barbara MacCallum and Natasha Caverley met to review key themes from said session.
- A project work plan is being developed to identify area(s) of potential congruency/alignment between the accreditation and certification programs in relation to current and emerging trends in the Canadian counselling profession (includes regulation).
- Select representatives from CCPA National Office, Certification Program, CACEP, National CCPA President and Past President are planning to meet via teleconference call to prepare for a half day “primer” session on regulation, certification, and accreditation at the 2019 CCPA-IAC Conference in Moncton,

NB to discuss current and emerging trends in accreditation, certification and regulation, and the implications of same from a CCPA perspective.

Extension/Knowledge Sharing

- Bill Borgen, Sharon Robertson and Natasha Caverley will be updating conference delegates about the CACEP Rejuvenation Initiative during the 2019 CCPA-IAC Conference in Moncton, NB.
- Bill Borgen, Sharon Robertson, Pam Patterson and Natasha Caverley will be meeting via teleconference from March – June 2019 to prepare and submit a manuscript for the CJCP special issue on scholarship of teaching and learning in counselling (topic area: best practices in counsellor education).
- Subject to peer review, this is an opportunity to extend knowledge and related updates about the literature reviewed as part of the CACEP Rejuvenation Initiative re. counsellor education accreditation.
- The current working title of said manuscript is *Making the case for counsellor education accreditation in Canada: A cross-jurisdictional review of emerging trends and effective practices in the pre-service training of counsellors and related mental health professionals.*

14. Committee Reports

- Deferred to the next meeting.

15. Next Meeting

- The next meeting will be March 21, 2019 at 7:00pm ET.

16. Adjournment

Motion: To adjourn the meeting.

**Moved by Leah Lewis.
CARRIED**

President

Date

Summary of Motions

Motion: To approve the agenda as amended.

**Moved by Nicola Sherwin-Roller. Seconded by Kathy Offet-Gartner.
CARRIED**

Motion: To accept the amended minutes of the January 17, 2019 Board Meeting as accurately reflecting the discussions and decisions of the National Board of Directors

**Moved by Andrea Currie. Seconded by Kathy Offet-Gartner.
CARRIED**

Motion: To appoint Jamie Warren as the Indigenous Director for May 2019 to April 2020.

**Moved by Lori Rudniski. Seconded by Marion Clorey.
CARRIED
1 ABSTENTION**

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**Moved by Michel Turcotte. Seconded by Kathy Offet-Gartner.
CARRIED**

Motion: To approve \$4,000 immediately from the LSF and another \$4,000 from the LSF when additional funds are needed to pay expenses related to regulation.

**Moved by Katy Offet-Gartner. Seconded by Serge Hall.
CARRIED
1 ABSTENTION**

Motion: To award Natasha Caverley the Honorary Membership Award.

**Moved by Serge Hall. Seconded by Leah Lewis.
CARRIED**

Motion: The Humanitarian Award will not be awarded in 2019.

**Moved by Kathy Offet-Gartner. Seconded by Marion Clorey.
CARRIED
1 ABSTENTION**

Motion: To refer the Humanitarian Award back to the Awards Committee for further refinement.

**Moved by Leah Lewis. Seconded by Nichola Sherwin-Roller.
CARRIED**

Motion: To approve the Governance Handbook and accompanying Personnel Policies as presented.

**Moved by Madeliene Lelievre. Seconded by Marion Clorey.
CARRIED**

Motion: To adjourn the meeting.

**Moved by Leah Lewis.
CARRIED**

Summary of Action Items

Task Number	Minute Reference	Task	Date	Responsibility
1	11	Communicate the We Matter initiative to the Conference planners	ASAP	Barb MacCallum