

CCPA Technology and Innovative Solutions Chapter Meeting Minutes

Date & time:	November 9, 2018 15:00 ADT
Location:	Teleconference
Minutes prepared by:	Elise Meertens

Agenda
<ol style="list-style-type: none"> 1. Update on Finances 2. Approval of April, June, and August minutes <ol style="list-style-type: none"> a. Email votes <ol style="list-style-type: none"> i. April: Micheala, Constance ii. June: Nick, Dawn iii. August: Andrea, Elise 3. We have 170 members from 167! 4. Review of changes to the website 5. Update on Guidelines <ol style="list-style-type: none"> a. Discussion of paypercall 6. Newsletter <ol style="list-style-type: none"> a. Inclusion of research participant search? (Andrea) b. TISCA question: What should be considered when providing counselling to out-of-province clients? 7. TRC update 8. New projects or ideas for TISC? Are you working on something that can be shared on the newsletter? <ol style="list-style-type: none"> a. Executives emailing members b. Include executive profiles in newsletter c. Increase engagement in posts through surveys/questions d. Catchy titles for blogs and newsletters 9. Interest in becoming chair in one of our committees? (financial, ethics, member relations, public relations, web development) Interest in becoming chair in one of our committees? (financial, ethics, member relations, public relations, web development)

Attendance at Meeting			
<i>Name</i>	<i>Organization</i>	<i>Name</i>	<i>Organization</i>
ATTENDED			
Sherry Law	<i>President</i>	Michel Turcotte	<i>National Board Liaison</i>

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Micheala Slipp	<i>Director at Large</i>	Elise Meertens	<i>Secretary</i>
Dawn Schell	<i>Treasurer</i>	Andrea Rivera	<i>Director of Communications</i>
REGRETS			
Constance Lynn Hummel	<i>Director at Large</i>	Lawrence Murphy	<i>Director at Large</i>
Linda Rombough	<i>President Elect</i>	Nick Clark	<i>Director at Large</i>
Meeting Notes, Decisions, Issues			
<p>Update on Finances - Dawn Schell</p> <ol style="list-style-type: none"> 1. We have not received membership fees since February based on CCPA Head Office changes. We expect to get the fees in December 2018. 2. The membership price was not changed. This issue should be settled by CCPA Head Office in December 2018. 3. Approximately \$1040 in the bank account as of October 2018. <p>Approval of minutes:</p> <ol style="list-style-type: none"> 1. Voted for and approved by email during October 2018. <p>We have 170 members from 167!</p> <p>Review of changes to the website</p> <ol style="list-style-type: none"> 1. Addition of the contact box and members can review newsletters and meeting minutes. 2. Minor updates and corrections. <p>Guidelines</p> <ol style="list-style-type: none"> 1. Discussion of paypercall e-mail (Sherry) <ol style="list-style-type: none"> a. Paypercall is a business model that outsources calls to pay-per-call, the number is given to you and then it is attached to payment methods of the customer. b. The Guidelines do not address questionable business practice within counselling practice at this point. 2. Dawn Schell - Update on Guidelines <ol style="list-style-type: none"> a. There is a clinical supervisor symposium in Ottawa. Dawn will present at a roundtable and ethics cafe about the Guidelines. b. November 17th - Board will make final decision about the Guidelines. c. Dawn will present at a webinar for the clinical supervisors on November 21st. 3. Ethics roundtable at CCPA/IAC 2019 conference - Sherry, Dawn, Linda to discuss ethics in technology <p>Newsletter</p> <ol style="list-style-type: none"> 1. Should we include research participant search sections in newsletter? (Andrea) 			

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- a. Can we include a research participant advertisement in the newsletter for practitioners to express to their clients?
- b. On a case-by-case basis, and if approved by the ethics board, the TISC supports members' contribution and projects about the use of technology in counselling practice and will determine how best to share this research and information.
2. TISCA question: What should be considered when providing counselling to out-of-province clients?
 - a. Discussion of suggestions and resources to include in the December 2018 newsletter.

TRC Sharing Circle

1. CCPA Chapter Presidents spoke on November 8th, 2018
2. The initiative aims to plan for the short term, medium term, long term reconciliation practice.
 - a. What we already do:
 - i. include support of the initiative in website
 - ii. acknowledge territories within signature
 - b. Consider short, medium, and long-term supportive action for TRC call to action
 - c. Conclusion: We should search for and reach out to groups that have established support and resources for improved technology access to Indigenous people.

Action Items

<i>No</i>	<i>Action</i>	<i>Assigned to</i>	<i>Due Date</i>	<i>Status</i>
1	Changes to website	Sherry/Andrea	ASAP	In Progress
2	Check in with CCPA regarding the membership fees issue	Sherry	ASAP	In Progress

Records of Decision

<i>No.</i>	<i>Record of Decision</i>	<i>Date</i>
1	April minutes approved: Micheala and Constance voted by email	November 9, 2018
2	June minutes approved: Nick and Dawn voted by email	November 9, 2018
3	August minutes approved: Andrea and Elise voted by email	November 9, 2018

Next Meeting

December 14, 2018	15:00 ADT	Teleconference	
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