



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

CCPA Board Meeting

March 21, 2019

19:00 - 20:00 (ET)

Present: John Driscoll (Chair), Jen Rowett, Kathy Offet-Gartner, Jamie Warren, Michel Turcotte, Marion Clorey, Serge Hall, Nicola Sherwin-Roller, Lori Rudniski, Madeleine Lelievre, Jacqui Synard, Leah Lewis, Carrie Foster, Barbara MacCallum, Kim Hollihan (note-taker)

Regrets: Meredith Henry, Andrea Currie, Natasha Caverley

Agenda

1. Welcome
2. Approval of Agenda
3. Approval of Minutes
4. Conflict of Interest Declaration
5. Regional Development Fund Application – Ethics Course
6. Legislative Support Fund Application for MB
7. Global Partnerships Committee - Revised Terms of Reference
8. Revised Indigenous Acknowledgement Protocol – Appendix A
9. Board of Directors Liaison to Chapters Policy
10. Information Items
 - Conference Update
 - ICBC
 - HST/GST Exemption
 - Regulation Symposium
 - Third Party Billing
11. Committee Updates
12. Next Meeting
13. Adjournment

1. Welcome

John Driscoll welcomed everyone to the meeting.

2. Approval of the Agenda

Motion: To approve the agenda as amended.

**Moved by Lori Rudniski. Seconded by Carrie Foster.
CARRIED**

3. Approval of Minutes

Motion: To accept the amended minutes of the February 21, 2019 Board Meeting as accurately reflecting the discussions and decisions of the National Board of Directors.

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

4. Conflict of Interest Declaration

- Carrie Foster and Leah Lewis declared a conflict for agenda item # 7 - revised terms of reference for the Global Partnerships Committee.
- Lori Rudniski declared a conflict for agenda item #6 - Legislative Support Application-MB.

5. Regional Development Fund Application – Ethics Course

- This RDF request is for the development of a 30 hour on-line ethics course by Dr Roberta Neault, Life Strategies Ltd.
- The need for such a course was identified by the CCPA Ethics Committee – Complaints Division.
- Completing an ethics course is a common sanction given by the Ethics Committee, however, there is only one ethics course available online and it is cost prohibitive.
- The course development cost is \$7500. A separate RDF will be completed for the French version of the course.
- Life Strategies will be responsible to deliver the course as per the funding formula detailed in the proposal.
- Question asked if the course could be used to fulfill the ethics course requirement for the psychotherapy permit in QC. This will be investigated.

Motion: To approve the Regional Development Fund application for the Ethics Course.

Moved by Serge Hall. Seconded by Nicola Sherwin-Roller.

CARRIED

6. Legislative Support Fund Application for MB

- The Legislative Support Fund is for provinces seeking regulation.
- The FACT-MB group has been together for a number of years.
- To date, FACT-MB has operated without funding.
- FACT-MB is now entering the phase of requiring legal advice with the bill to be divided between member associations. A fee of \$6.35 per member is required.
- The MB Chapter is cost-sharing the required amount at 50%.
- This requested amount (\$996.95) is not significant compared to past LSF contributions to other provinces.
- It's important to support MB in their regulatory efforts.
- Lori Rudniski thanked the Board for their support.

Motion: To approve the Legislative Support Fund application for MB.

Moved by Leah Lewis. Seconded by Carrie Foster.

1 abstention

CARRIED

7. Global Partnerships Committee - Revised Terms of Reference

- The revised terms of reference have been reviewed by the Governance Committee, the Quality Assurance Committee and the Executive.
- The Executive added a paragraph at the beginning of the terms of reference to indicate that any spokesperson duties and responsibilities at international events are to be carried out by the CCPA National President or his/her designate.
- Question asked if we have the capacity to populate all of the Board standing committees. This will be revisited at the May 2019 Board meeting.
- Question asked if it's realistic to have an external member on the committee. Yes, providing expectations are clear and parameters set.

Motion: To approve the revised terms of reference for the Global Partnerships Committee.

**Moved by Michel Turcotte. Seconded by Serge Hall.
4 abstentions CARRIED**

8. Revised Indigenous Acknowledgement Protocol – Appendix A

- The revised Appendix A from the Indigenous Acknowledgement Protocol was reviewed by the Governance Committee, Quality and Assurance Committee, and the Executive.

Motion: To approve the revised Indigenous Acknowledgment Protocol - Appendix A.

**Moved by Madeleine Lelievre. Seconded by Carrie Foster.
CARRIED**

9. Board of Directors Liaison to Chapters

- The Chapter Liaison position for Board members has been in place for many years without an accompanying policy.
- Over the past several months, the need to define and clarify the role has emerged.
- It is good timing for developing the policy given there will be a new Board commencing May 2019. The policy will be included with their orientation package.
- The policy was developed by the Governance Committee and reviewed by the Quality Assurance Committee and the Executive.
- Concern expressed with some words perceived to be negative instead of collaborative (e.g. item #7 i.e. interfere, intervene).

Actions:

- Jacqui Synard will send Kim Hollihan proposed edits to some of the wording.
- The Governance Committee will review the proposed edits and finalize the policy. Another review by the Executive and Board is not required unless changes are deemed to be significant.

Motion: To approve the Board of Directors Liaison to Chapters policy in principle pending minor edits to some wording.

**Moved by Lori Rudniski. Seconded by Michel Turcotte.
CARRIED**

10. Information Updates

Conference Update :

- The local committee and National Office staff have been working very hard preparing for the conference.
- Currently there are 320 full registrations and 40 one day registration.
- The Guidelines on the Uses of Technology in Counselling and Psychotherapy will be launched at the conference by the Technology and Innovative Solutions Chapter (TISC) in plenary on May 15 just prior to the opening keynote. TISC will have a Q&A table in the exhibit area following the keynote.
- Dr Michael Sorsdahl, Chair of the Ethics Committee – Complaints Division will have a Q&A table at the conference for fielding of ethics-related questions.

ICBC :

- ICBC is responsible for the no-fault auto insurance program in BC.

- ICBC has revamped its program with changes to be launched April 1, 2019.
- ICBC reached out to CCPA in an effort to educate CCCs in BC about the changes (CCCs are approved providers for ICBC).
- A webinar was held for BC members today to outline the changes including a fee per session increase to \$120, the introduction of 12 counselling sessions in 12 weeks following the accident without approval required and a move to be more customer service oriented.
- ICBC has been added as a specialization to the Find a CCC Directory to assist clients with their search for an eligible counsellor.

HST/GST Exemption Efforts:

- Activity has slowed down due to the federal budget.
- Impact is studying the legislation to determine what needs to be changed.
- A letter writing campaign using PushPolitics is under consideration (this program was used in AB quite effectively).
- Suggestion to get the public involved in the PushPolitics campaign. This idea will be reviewed with Impact.

Regulation Symposium :

- Preliminary details have been shared with all the regulatory bodies and FACTS.
- The meeting will likely be held in September 2019.
- CCPA is showing great leadership in this area.

Third Party Billing :

- Kim Hollihan and Julie Holden are presenting and exhibiting at the annual national conference of the Canadian Life and Health Insurance Association (CLHIA) in Vancouver May 2019.
- Public sector outreach continues with Treasury Board and MPs. Support expressed by a senior Conservative MP at a recent meeting.
- The MB Chapter has been actively engaged in their provincial pilot.
- Kim and Jacqui Synard are meeting to discuss possible role and responsibilities for the ON position approved in the 2019/20 budget.

11. Committee Reports

Governance:

- The Governance Committee has been very busy with policy development.
- In addition to the policies reviewed at today's meeting, the following are under development/review: CCPA endorsement, use of name for LGBTQ community and the Truth and Reconciliation Committee terms of reference.
- Thanks to the Quality Assurance Committee for the quick turnaround on their reviews.

Risk Management:

- The updated risk management report is ready for the May 2019 Board meeting.

Quality Assurance:

- The QA Committee is working on the following policies: Indigenous Acknowledgement Protocol; Board Liaisons to Chapters and Global Partnerships Committee terms of reference.

Awards:

- The Awards Committee is revamping some awards.
- A new award will be proposed at the next Board meeting.
- Some general recommendations under consideration including changes to the financial component of awards.

John Driscoll acknowledged the tremendous work completed by the standing committees over the past year as well as the support provided by National Office staff.

12. Next Meeting

- Thursday, April 18, 2019 at 7:00pm EST via teleconference.

13. Adjournment

Motion: To adjourn the meeting.

**Moved by Carrie Foster.
CARRIED**

President

Date

Summary of Motions

Motion: To approve the agenda as amended.

**Moved by Lori Rudniski. Seconded by Carrie Foster.
CARRIED**

Motion: To accept the amended minutes of the February 21, 2019 Board Meeting as accurately reflecting the discussions and decisions of the National Board of Directors.

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

Motion: To approve the Regional Development Fund application for the Ethics Course.

**Moved by Serge Hall. Seconded by Nicola Sherwin-Roller.
CARRIED**

Motion: To approve the Legislative Support Fund application for MB.

**Moved by Leah Lewis. Seconded by Carrie Foster.
1 abstention CARRIED**

Motion: To approve the revised terms of reference for the Global Partnerships Committee.

**Moved by Michel Turcotte. Seconded by Serge Hall.
4 abstentions CARRIED**

Motion: To approve the revised Indigenous Acknowledgment Protocol - Appendix A.
Moved by Madeleine Lelievre. Seconded by Carrie Foster.
CARRIED

Motion: To approve the Board of Directors Liaison to Chapters policy in principle pending minor edits to some wording.
Moved by Lori Rudniski. Seconded by Michel Turcotte.
CARRIED

Motion: To adjourn the meeting.
Moved by Carrie Foster.
CARRIED

Summary of Action Items

Task Number	Minute Reference	Task	Date	Responsibility
1	9	Send Kim Hollihan proposed edits to some of the wording in the Board of Directors Liaison to Chapters policy.	asap	Jacqui Synard
2	9	Review the proposed edits to the Board of Directors Liaison to Chapters policy and finalize the policy.	April	Governance Committee