



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

**CCPA Board Meeting
September 19, 2019
18:00 -19:00 (ET)**

Present: Jen Rowett (Chair), John Driscoll, Kathy Offet-Gartner, Carrie Foster, Liette Goyer, Leah Lewis, Meredith Henry, Serge Hall, Cynthia Schoppmann, Nicola Sherwin-Roller, George Maringapasi, Siri Brown, Barbara MacCallum, Kim Hollihan (note-taker)

Regrets: Lori Rudniski, Andrea Garland, Blythe Shepard, Rabeea Siddique

Agenda

1. Welcome
2. Approval of Agenda
3. Approval of Minutes
4. Conflict of Interest Declaration
5. Update from National Indigenous Director
6. Regional Development Fund Proposal – Carrie Foster and Liette Goyer
7. Social Justice Chapter Bylaw Change
8. NCR Chapter Bylaw Change – Response from Chapter
9. Proposed Membership Fee Increase
10. Strategic Leadership Plan 2019-2021
11. Information Items
 - Conference 2020 Update
 - Federal Election Activity
 - Mentorship Pilot
 - Regulation Symposium
 - Proposal for 2023 Conference
12. Committee Updates
13. Next Meeting
14. Adjournment

1. Welcome

- Jen Rowett welcomed everyone to the meeting.

2. Approval of the Agenda

Motion: To approve the agenda as amended.

- Items added: Regulation Symposium and Proposal for Conference 2023.

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

3. Approval of Minutes

Motion: To accept the minutes of the July 18, 2019 Board Meeting as accurately reflecting the discussions and decisions of the National Board of Directors.

Moved by Serge Hall. Seconded by Siri Brown.

CARRIED

4. Conflict of Interest Declaration

- Carrie Foster and Liette Goyer declared a conflict of interest related to item #6, RDF for the Quebec tax exemption project.

5. Update from National Indigenous Director

- Jamie Warren announced that effective immediately she is resigning from the Board to focus on her own personal wellness.
- Jamie indicated she would email her recommendations regarding the strategic plan to the Board later this evening.
- Board colleagues shared their thanks with Jamie, commended her for taking the time for self-care and wished her well.
- Jamie thanked everyone for their positive feedback and expressed sadness for leaving a strong community of colleagues at CCPA and wished everyone all the best.
- Jamie departed the meeting at this point.
- The CCPA policy on the Annual Appointment of Indigenous Director will be followed to recruit someone for the remainder of the one year term (that is, until May 2020).
- It is hoped that the new Indigenous Director will be appointed prior to and able to attend the November in-person meeting in Ottawa.

Action: Initiate recruitment call for National Indigenous Director.

6. Regional Development Fund Proposal – Carrie Foster and Liette Goyer

- Carrie Foster and Liette Goyer submitted an RDF proposal for a PST exemption advocacy project in Quebec.
- The requested amount is \$30,000.
- Impact Public Affairs will be hired to lead the advocacy work.
- Other professional associations in Quebec will contribute in-kind to the project, for example, through member engagement, meeting attendance, and personal travel expenses.
- If successful in achieving provincial tax exemption, Quebec will serve as an example for other provinces and the federal government.

Motion: To approve the RDF for the PST exemption advocacy project in Quebec.

Moved by Leah Lewis. Seconded by Serge Hall.

CARRIED

2 ABSTENTIONS

7. Social Justice Chapter Bylaw Change

- The Social Justice Chapter has requested a bylaw change to item 2:6 Remuneration of Board members.

Motion: To approve the Social Justice Chapter bylaw change.

Moved by Meredith Henry. Seconded by Liette Goyer.

CARRIED

8. NCR Chapter Bylaw Change – Response from Chapter

- At the July 2019 meeting of the Board, NCR Chapter bylaw changes were reviewed and approved.
- Although the changes were approved, the Board questioned the removal of the Past President position.
- The NCR Chapter has since explained that the tasks of this position were redundant with those of the President Elect and that the role was no longer necessary for the level of functioning of the Chapter.

9. Proposed Membership Fee increase

- National Office is proposing a \$15.00 annual membership fee increase for professional (certified and non-certified) and guest members effective January 1, 2020.
- Student and retired membership categories are not affected.
- A helpful, clear and concise backgrounder was prepared by Barb MacCallum with a history of fee increases and rationale for the current proposal. Thanks, Barb.
- Support was expressed for the proposed increase given the length of time since the last increase as well as the strong rationale provided.
- A rationale should be included in the notice that goes to members announcing the fee increase.
- Appreciation was expressed to National Office for bringing this matter to the attention of the Board.

Motion: To approve the proposed membership fee increase.

Moved by Leah Lewis. Seconded by George Maringapasi.

CARRIED

10. Strategic Leadership Plan 2019-2021

- Jen Rowett thanked everyone for their feedback on the draft strategic leadership plan.
- The original intent was to bring the strategic plan forward for approval at the November Board meeting, however, desire has since been expressed to bring it forward as soon as possible as certain activities are already underway.
- Given that Jamie Warren indicated she has additional feedback, the plan will be deferred to the October Board meeting.
- If there is any other feedback on the strategic leadership plan, please send to Jen by September 30.

Action:

- Any additional feedback on the draft strategic leadership plan can be sent to Jen Rowett by September 30, 2019.

11. Information Items

Conference 2020

- The pre-conference program is now on the website: <https://www.ccpa-accp.ca/conference-programs/> There were 22 proposals received (the most ever) resulting in a good variety in those selected.
- The call for conference proposals will be open until October 18 - <https://www.ccpa-accp.ca/call-for-proposals/>.
- So far, most program review committee members have agreed to stay on to review proposals again this year.
- Registration has launched <https://www.ccpa-accp.ca/general-continuing-education/annual-conference/>.
- There has already been interest from exhibitors and potential sponsors.
- Karina Albert is working on revamping the evaluation form to try and make data collection more effective and efficient and to help make the conference even better in coming years.
- The opening of the regulatory college in Alberta will be celebrated at the conference.

Federal Election Activity

- With the assistance of Impact, CCPA is sending candidate packages to all those running in the federal election.
- The purpose of the package is to create awareness of the Association and our key advocacy asks.
- The candidate package includes a letter from Jen Rowett, the CCPA infographic and the CCPA 2020 pre-budget submission to the Standing Committee on Finance.
- This is a first for CCPA and a great initiative for engaging candidates on issues related to accessing mental health care.

Mentorship Pilot

- There are approximately 25 active mentorships.
- A mid-way survey was just completed and analyzed.
- Survey feedback received from mentors and mentees was positive and helpful.
- Ben Szaplanczay, Mentorship Coordinator, continues to work with a National Advisory Committee on this project. Meredith Henry represents the Board.

Regulation Symposium

- The symposium that was held with regulatory colleges and FACTs in September was well attended and well received.
- Feedback from participants was very positive as to the value of the symposium.
- Information sharing and networking were key outcomes.
- Interest was expressed by many to continue to connect and collaborate.

Conference 2023

- ACA intends to hold their annual conference in Toronto in 2023.
- Barb MacCallum reviewed with the Board the proposal put forth by the Executive which would see CCPA holding a one-day conference immediately prior to the ACA conference instead of the regular 4-day conference in May.
- Support was expressed for this idea.

Motion: To approve approaching ACA with the 2023 conference proposal as presented.

Moved by Siri Brown. Seconded by Meredith Henry.

CARRIED

2 ABSTENTIONS

12. Committee Reports

- Deferred to next meeting.

13. Next Meeting

- The next meeting will be held on October 24, 2019.

14. Adjournment

Motion: To adjourn the meeting.

Moved by Nicola Sherwin-Roller.

CARRIED

President

Date

Summary of Motions

Motion: To approve the agenda as amended.

Moved by Serge Hall. Seconded by Leah Lewis.

CARRIED

Motion: To accept the minutes of the July 18, 2019 Board Meeting as accurately reflecting the discussions and decisions of the National Board of Directors.

Moved by Serge Hall. Seconded by Siri Brown.

CARRIED

Motion: To approve the RDF for the PST exemption advocacy project in Quebec.

Moved by Leah Lewis. Seconded by Serge Hall.

CARRIED

2 ABSTENTIONS

Motion: To approve the Social Justice Chapter bylaw change.

Moved by Meredith Henry. Seconded by Liette Goyer.

CARRIED

Motion: To approve the proposed membership fee increase.

Moved by Leah Lewis. Seconded by George Maringapasi.

CARRIED

Motion: To approve approaching ACA with the 2023 conference proposal as presented.

Moved by Siri Brown. Seconded by Meredith Henry.

CARRIED

2 ABSTENTIONS

Motion: To adjourn the meeting.

Moved by Nicola Sherwin-Roller.

CARRIED

Summary of Action Items

Task Number	Minute Reference	Task	Date	Responsibility
1	5	Initiate recruitment call for National Indigenous Director.	ASAP	National Office
2	9	Send any additional feedback on the draft strategic leadership plan to Jen Rowett.	September 30	Board