



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

CCPA Board of Directors Meeting
May 1-2, 2021 / Les 1 et 2 mai 2021
12 :00 p.m. – 5 :00 p.m. ET / 12 h 00 – 17 h 00 HE

Present: Kathy Offet-Gartner (Chair), Carrie Foster, Jen Rowett, Siri Brown, Kevin Alderson, Melissa Jay (May 1 only), Nicola Sherwin-Roller, Lori Rudniski, Rabeea Siddique, Cynthia Schoppmann, Arash Kameli, Liette Goyer, Kaitlyn Munn, Sylvie Arseneau, George Maringapasi, Corrine Hendricken-Eldershaw (May 1 only), Janis Campbell, Barbara MacCallum, Kim Hollihan (Secretary), Andreea Andrei (note-taker).

Agenda

- Indigenous Acknowledgement
- Welcome and Introductions
- Approval of Agenda
- Orientation Session
- Oath of Office and Code of Conduct
- Advocacy/Regulation Update
- Decision-Making Process
- Committee Meetings
- Chapter Liaisons
- Summary and Feedback
- Adjournment

1. Indigenous Acknowledgement

- The 2021-2023 President, Kathy Offet-Gartner, invited Melissa Jay, Indigenous Director, to present the Indigenous Acknowledgement.
- Melissa Jay guided the group through an acknowledgement and mindfulness activity.

2. Welcome and Introductions

- The President thanked Melissa Jay for the Indigenous Acknowledgement and invited everyone to introduce themselves.
- A round table of introductions ensued.

3. Approval of the Agenda

- An unforeseen delay in the audited financial statements from the Auditor resulted in a postponement of the 2021 AGM from May to June.
- The slate of Directors and Officers is annually accepted by members at the AGM.
- Legal counsel has advised that incoming Directors should not vote on matters of significance until after they are officially accepted by the membership at the AGM.

- Therefore, the Board agenda has been amended to focus on orientation only and to remove voting items other than the approval of agenda and the adjournment of the meeting.

Motion: To approve the agenda as amended.

**Moved by Nicola Sherwin-Roller. Seconded by Corrine Hendricken-Eldershaw.
CARRIED**

4. Orientation Session

- Kathy Offet-Gartner, Jenny Rowett, Carrie Foster, Kim Hollihan and Andreea Andrei co-presented the Orientation Session to the new Board.
- The Orientation Manual is in the process of being updated and will be forwarded to the Board in June.
- Andreea Andrei will prepare a video walk-through of the website in English and French for the Board.

5. Oath of Office and Code of Conduct

- Board members signed and returned the Oath of Office and the Code of Conduct documents to Andreea Andrei.

6. Advocacy/Regulation Update

- Monika Green, Director of Public Affairs, gave a presentation to the Board on CCPA's advocacy efforts.
- Barb MacCallum gave an update on regulation of the counselling/psychotherapy profession across Canada.

7. Staffing Matter

- In-camera discussion.

8. Decision-Making Process

- Videos created by several staff from National Office explaining the decision-making process (i.e. the ball toss) were presented to the Board.
- The Board expressed appreciation to staff for the videos and indicated they were most helpful in understanding the process.

9. Committee Meetings

- Board membership on various committees was outlined.
- Select committees were given time for a short meet and greet in break-out rooms and to set up a date for their first meeting.

10. Chapter Liaisons

- A table was presented to the Board showing the Liaison for each Chapter.
- Many Chapters hold their AGMs in May and June which could result in changes in Presidents.
- National Office will connect Liaisons and Chapter Presidents in June and update the website listing.

11. Summary and Feedback

- Everyone was invited to discuss and give their feedback on the meeting and their new role as a CCPA Director.

12. Adjournment

Motion: To adjourn the meeting.

Moved by Siri Brown.

President

Date

Summary of Motions

Motion: To approve the agenda as amended.

**Moved by Nicola Sherwin-Roller. Seconded by Corrine Hendricken-Eldershaw.
CARRIED**

Motion: To adjourn the meeting.

**Moved by Siri Brown.
CARRIED.**