



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

CCPA Board Meeting
November 21-22, 2020 / Les 21 et 22 novembre 2020

November 21 / le 21 novembre 12 :00 p.m. – 5 :30 p.m. ET / 12 h 00 – 17 h 30 HE

November 22 / le 22 novembre 9 :30a.m. – 4: 30p.m. ET / 9 h 30 – 16 h 30 HE

Present: Jen Rowett (Chair), Liette Goyer, George Maringapasi, Cynthia Schoppmann, Blythe Shepard, John Driscoll, Leah Lewis, Serge Hall, Siri Brown, , Lori Rudniski, Nicola Shewin-Roller, Melissa Jay, Carrie Foster, Meredith Henry, Rabeea Siddique (Only Sunday), Kathy Offet-Gartner (Only Sunday), Barbara MacCallum, Kim Hollihan, Andreea Andrei (note-taker).

Agenda

1. Indigenous Acknowledgement
2. Welcome
3. Approval of Agenda
4. Approval of Minutes
5. Conflict of Interest Declaration
6. Resignation Declarations
7. AODA : accessibility policy and equal opportunities statement
8. Revised CACEP Standards
9. Elder Albert Marshall
10. Committee Meetings
11. Governance Focus Groups
12. Bylaw Change: Virtual AGMs
13. Health Benefits Recommendation
14. Antiracist Mental Health Care Training
15. Committee Reports / Motions
16. Adjournment

1. Indigenous Acknowledgement

- The President, Jenny Rowett, invites Melissa Jay, Indigenous Director, to present the Indigenous Acknowledgement.
- Melissa Jay presents a mindfulness activity for the group.

2. Welcome

- The President thanks Melissa Jay for the Indigenous Acknowledgement.

3. Approval of the Agenda

Motion: To approve the agenda as presented.

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

4. **Approval of Minutes**

Motion: To approve the minutes of the October 15, 2020 Board meeting.

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

5. **Conflict of Interest Declaration**

- Blythe Shepard declares a conflict of interest related to #7, Revised CACEP Standards.

6. **Resignation Declarations**

- Leah Lewis declares early resignation as Director of NL, and the Board thanks her for her work on the Board.
- Andrea Garland, PEI director, steps down from the board. She passes along respect and gratitude for each board member and thanks them for their support.

7. **AODA : Accessibility Policy and Equal Opportunities Statement**

- CCPA is required, under the AODA, to have an accessibility policy and an equal opportunities statement by the end of this calendar year.
- The Governance Committee, the Quality Assurance Committee, and the Executive have reviewed both documents.
- Once the Board approves the policy and the statement, CCPA will publish the documents on the website, along with the 3-year accessibility plan. The plan is in the process of being developed.
- The wording around sex in the Equal Opportunities Statement is not wording that CCPA usually uses. The wording is taken out of the Code of Human Rights, and it cannot be changed. The Board suggests adding a footnote explaining the reasoning behind the word use.

Motion: To approve the acceptance of the Accessibility Policy and Equal Opportunities Statement as amended.

**Moved by Cynthia Schoppman. Seconded by Nicola Sherwin-Roller.
CARRIED
1 ABSTENTION**

8. **Revised CACEP Standards**

- Natasha Caverley, William Borgen, Pamela Patterson, and Sharon Robertson present and explain the revised CACEP standards.
- The goal is to keep these standards a living document as resources and suggestions are brought up. This document should be evolving over time.
- Great job, everyone, for putting this very valuable document together.

Motion: To approve the revisions to CACEP Standards as amended.

**Moved by Melissa Jay. Seconded by Nicola Sherwin-Roller.
CARRIED
2 ABSTENTIONS**

9. **Elder Albert Marshall**

- Elder Albert Marshall and Board Members introduce themselves.
- Elder Albert Marshall shares his wisdom and knowledge with the group.
- He invites everyone to submit reflections and questions.
- The Board presents an art piece as a gift for Elder Albert Marshall.

10. Committee Meetings

- The Governance Committee, the Quality Assurance Committee, and the Awards Committee meet through Zoom to discuss.

11. Governance Focus Groups

- The Board was divided in two groups: NL, NS, PEI, NB, QC, and ON, SK, AB, MB, BC.
- Each group discussed the potential changes in CCPA's governance and shared their ideas on possible improvements.
- Betty Ferreira, governance expert, facilitated the focus groups.

12. Bylaw Change: Virtual AGMs

- The Board would like to add "and/or" under 2.2.2 at the end of part 1. a).

Motion: To approve the Bylaw Change as amended.

**Moved by Meredith Henry. Seconded by Lori Rudniski.
CARRIED.**

13. Health Benefits Recommendation

- CCPA recommends increasing each employee's annual salary by 1%, which results in a 4% salary increase each year instead of 3%.

Motion: To approve the Health Benefits Recommendation as presented.

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

14. Anti-Racist Mental Health Care Training

- The Board was tasked to complete an online Anti-Racism Mental Health Care Training, created and launched by the University of Ottawa.
- The Board decided not to endorse the training, as they thought it was more relatable to psychologists rather than psychotherapists. However, the Board would like to share the training with CCPA members, as it may be relevant for new professionals.

15. Committee Reports / Motions

- The Board reviewed Committee Reports.

16. Adjournment

Motion: To adjourn the meeting.

Moved by Leah Lewis.

President

Date

Summary of Motions

Motion: To approve the agenda as presented.

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

Motion: To approve the minutes of the October 15, 2020 Board meeting.

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

Motion: To approve the acceptance of the Accessibility Policy and Equal Opportunities Statement as amended.

**Moved by Cynthia Schoppman. Seconded by Nicola Sherwin-Roller.
CARRIED
1 ABSTENTION**

Motion: To approve the revisions to CACEP Standards as amended.

**Moved by Melissa Jay. Seconded by Nicola Sherwin-Roller.
CARRIED
2 ABSTENTIONS**

Motion: To approve the Bylaw Change as amended.

**Moved by Meredith Henry. Seconded by Lori Rudniski.
CARRIED.**

Motion: To approve the Health Benefits Recommendation as presented.

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

Motion: To adjourn the meeting.

**Moved by Leah Lewis.
CARRIED**

Summary of Action Items

Task Number	Minute Reference	Task	Date	Responsibility
1	7	To add footnote in the Equal Opportunity Employer Statement mentioning reason of terminology use.	ASAP	National Office