



CCPA Board of Directors Meeting
March 16 ,2022/ 16 mars 2022
18:00-19:00 ET / HE

Present: Kathy Offet-Gartner (Chair), Rabeea Siddique, Sylvie Arseneau, George Maringapasi, Kevin Alderson, Nicola Sherwin-Roller, Liette Goyer, Melissa Jay, Corrine Hendricken-Eldershaw, Carrie Foster, Jen Rowett, Lori Rudniski, Barbara MacCallum, Kim Hollihan (Secretary), Pascale Thériault (note-taker).

Regrets: Janis Campbell

Absent: Arash Kameli, Siri Brown, Kaitlyn Munn, Cynthia Schoppmann

Agenda

1. Welcome
2. Approval of Agenda
3. Approval of Minutes
4. Conflict of Interest
5. Elimination of Summer Closure – Proposal
6. Draft Land Acknowledgment for Counselling & Psychotherapy Month
7. RDF for Self-Care Initiative
8. LSF for FACTBC
9. Committee Reports and Preparation for June Board Meeting
10. Information Updates
11. Next Meeting
12. Adjournment

1. Welcome

- Kathy Offet-Gartner welcomed everyone to the meeting and extended her appreciation for everyone's time and attendance.

2. Approval of the Agenda

Motion: To approve the agenda as presented.

Moved by Jen Rowett. Seconded by Carrie Foster.
CARRIED

3. Approval of Minutes

Motion: To approve the February 16, 2022 Board Meeting Minutes as presented.

Moved by Corrine Hendricken-Eldershaw. Seconded by Sylvie Arseneau.
CARRIED

4. Conflict of Interest

- Nicole Sherwin-Roller declared a conflict of interest for item #7.

5. Elimination of Summer Closure – Proposal

- The annual summer closure of the CCPA National Office, a practice that served its purpose and worked well for many years when the Association was smaller, has started to create challenges as outlined in the proposal.
- The CCPA Management Team is recommending that the practice be eliminated in the best interest of staff, members, volunteers and operations.
- The proposal was reviewed by legal counsel before being submitted to the Governance, Quality Assurance and Executive Committees who are all supportive of the proposal.
- Current staff will be offered a replacement benefit of 5 days vacation added to their annual allotment (pro-rated for part-time) or a one-week pay increase (also pro-rated for part-time).
- From a budget perspective, there is no concern with covering the extra week's pay should most or all staff choose the pay increase replacement benefit.

Motion: To approve the Elimination of Summer Closure proposal.

**Moved by George Maringapasi. Seconded by Kevin Alderson
CARRIED**

6. Draft Land Acknowledgment for Counselling & Psychotherapy Month

- A draft land acknowledgment for use in Counselling and Psychotherapy Month (CPM) materials and during CPM events was prepared by Angela Grier, CCPA Lead, Indigenous Initiatives.
- The draft was reviewed and edits offered by Kathy Offet-Gartner, Kim Hollihan, Karina Albert and Melissa Jay.
- Melissa expressed her gratitude to Angela for her work on this initiative.

Motion: To approve the Land Acknowledgment for Counselling & Psychotherapy Month as presented.

**Moved by Sylvie Arseneau. Seconded by Melissa Jay
CARRIED**

7. RDF for Self-Care Initiative

- The RDF for the Self-care Initiative is modelled on the highly successful BC Self-Care Challenge organized by Siri Brown, BC/YK Director in December 2021.
- A group composed of National Office staff (Angela Grier, Karina Albert and Kim Hollihan) and 3 regional Directors (Siri Brown, Nicola Sherwin-Roller and Cynthia Schoppmann) met to explore ideas in support of members' self-care.
- The National Self-Care Challenge will be held during Counselling and Psychotherapy Month in April and will kick off a series of self-care activities/events to be held monthly throughout the remainder of the year.
- Additional RDF proposals may follow for other monthly self-care activities/events.
- Members across the country will be invited in April 2022 to submit their strategies, activities, reasons for and benefits from self-care (*self-care shares*) in English or French, in writing or by video submission.
- The amount requested is \$9000 to cover prize draws, 2 per province and territory.

- Some Directors questioned the choice of the name of the initiative given the over-usage of the term “Self-Care”.
- Alternative wording was proposed such as wellness, self-nurturing, self-wellness and personal wellness.
- It was proposed that draw winners be given the option of either \$250 toward a self-care activity or a free CCPA membership and 2 webinars of choice.
- Proposed language and prize options will be incorporated into the challenge.

Motion: To approve the RDF for National Challenge as amended.

Moved by Lori Rudniski, Seconded by Corrine Hendricken Eldershaw

CARRIED

1 abstention

8. LSF for FACTBC

- Barbara MacCallum explained that the LSF is an application that BC has submitted to the CCPA Board annually for several years in support of FACTBC.
- As previously shared, BCACC withdrew from FACTBC (after the submission of the current LSF proposal) without warning and with no attempt for mediation. The BCACC decision was made by their Executive without consulting members.
- A letter explaining the rationale behind the decision was sent out to their members i.e they believe they can achieve regulation on their own.
- CCPA FACTBC reps and the Executive are recommending CCPA remain with FACTBC for the current year and keep on gathering information on the situation.
- Staying with FACTBC allows CCPA to keep an open line of communication on what is happening in the province around regulation.
- [Member Colleges - BCHR - BC Health Regulators](#)

Motion: To approve the LSF for FACT-BC.

Moved by Jen Rowett, Seconded by Nicola Sherwin-Roller

CARRIED

9. Committee Reports and Preparation for June 2022 Board Meeting

- National Office has started getting ready for the June 12, 2022 Board Meeting.
- As usual, this meeting coincides with the Bi-annual submission of Chapter, Director and Committee reports.
- Pascale Thériault will send the instructions regarding the reports at the beginning of April.
- Kathy Offet-Gartner invited Committee updates – none were provided.
- Kathy highlighted some Committee action items based on a review of Board and National Office communications and activities:
 - Awards Committee
 - special award in Bill Thomas’ honour
 - special award for ethical practice
 - QA Committee
 - Review of personnel policies
 - Review/update of CEC program
- Governance Committee

- Review/update of Governance Manual
- Anti-Racism Advisory Group
 - Finalize guidance for BIPOC events
 - Recruit member at large for Advisory Group
- There will be time at the June 12, 2022 Board meeting for Committees to provide detailed reports on their action items and to bring forward any motions for Board consideration (in-vivo ball toss).

Action: Pascale Thériault to send the instructions regarding the bi-annual reports at the beginning of April.

10. Information Updates

COUNSELLING & PSYCHOTHERAPY MONTH

- A reminder that the April 2022 Counselling and Psychotherapy Month (CPM) is approaching fast.
- Virtual Parliament Hill Week is planned from April 25th -27th, however, the majority of meetings will likely be **Tuesday, April 26th**. Pending the availability of MPs, the meetings could happen over the week. Meetings are typically 15-30 minute in length.
- A training/prep session is tentatively planned for **April 21st, 6:00 – 8:00 pm ET** (date to be confirmed asap). The first hour will be in-depth government relations training for those who are new to meeting with MPs (and those who have experience but would like a refresher). The second portion of the session will be the kick-off to Hill Week where key messages, meeting schedules and other logistics will be reviewed with an opportunity for a Q & A. Directors are welcome to attend either or both portions of the prep session.
- Directors are reminded to confirm their participation in Hill Week at their earliest convenience with Pascale Thériault or Monika Green to ensure their local MP is on the outreach list.
- [Directors are invited to share the outreach toolkit within their networks to help promote CPM events.](#)

RETURN TO OFFICE

- Restrictions are easing in Ontario.
- A return-to-office date has been set for April 4, 2022, and preparations have begun.
- All teleworking schedules are in place.
- Covid-related protocols are under review.

CONFERENCE

- The updated 2022 [conference program](#) incorporating changes required by the fully virtual format has launched.
- Registration count is currently at 77 Pre-Conference and 173 Conference.

2022 AGM

- **SAVE THE DATE:** The AGM will take place June 17, 2022, 12:01:00 pm00pm EDT.

11. Next Meeting

- April 20, 2022 – 6:00 - 7:00 PM (EDT)

12. Adjournment

Motion: To adjourn the meeting.

Moved by Sylvie Arseneau.

President

Date

Summary of Motions

Motion: To approve the agenda as presented.

**Moved by Jen Rowett. Seconded by Carrie Foster.
CARRIED**

Motion: To approve the February 16, 2022 Board Meeting Minutes as presented.

**Moved by Corrine Hendricken-Eldershaw. Seconded by Sylvie Arseneau.
CARRIED**

Motion: To approve the Elimination of Summer Closure proposal.

**Moved by George Maringapasi. Seconded by Kevin Alderson
CARRIED**

Motion: To approve the Land Acknowledgment for Counselling & Psychotherapy Month as presented.

**Moved by Sylvie Arseneau. Seconded by Melissa Jay
CARRIED**

Motion: To approve the RDF for Self-Care Initiative amended.

**Moved by Lori Rudniski. Seconded by Corrine Hendricken Eldershaw
CARRIED
1 abstention**

Motion: To approve the LSF for FACT-BC

**Moved by Jen Rowett. Seconded by Nicola Sherwin-Roller
CARRIED**

Motion: To adjourn the meeting.

Moved by Sylvie Arseneau.

Summary of Action Items

Task Number	Minute Reference	Task	Date	Responsibility
1	1	Pascale Thériault to send the instructions regarding the bi-annual reports at the beginning of April.	April	Pascale Thériault