



CAPT Board of Director's Meeting
Monday, September 19, 2016
10:00 a.m.
120 Carlton Street, Meeting Room #5

Present: Mary Fulford-Winsor, President; Wendy Fredricks, Vice President; Ali Crosthwait, Treasurer (via telephone); Sally Wright, Chair of Membership (until 11:30 a.m.); Gordon MacLeod, Member at Large; Kate Unrau, Minute Taker.

Regrets: Carolina Edwards, Secretary; Jay Tropianskaia, Member at Large; Jena Ledson, ex officio.

1. Review and Accept Agenda

Gord moves to approve agenda; Wendy seconds; agenda approved.

2. Review and Accept Draft Minutes of May 16, 2016

-changes made to previous version

Sally moves to accept draft minutes; Gord seconds; draft minutes accepted.

-draft is uploaded to DropBox

3. Executive Director's Update and Report (Leeanne)

Activities to date

- orientation
- website review to get up to speed
- banking set up
- survey set up
- website concerns, drafting content
- Working on transition and division of work after resignation of administrator
- submission on standards, excellent writing is noted by Mary
- dealings with some membership concerns
- two council meetings; bylaw amendments, submissions (Leeanne will stay on A&O committee; most of the submissions fall there)

-Leeanne thanks the Board for hiring her, found it challenging to balance the demands of this role with the challenges of growing her practice

- notes from Leeanne on going forward: what works and what didn't work
- need more Board members with more time; how?
- restructuring of the governance mechanisms for delegation of some things (form an Executive Committee?); pump up committee work
- Board recruitment pool: Emeritus category?
- consider "advisory" type committee whose goal is Board recruitment
- look at other committees that need to be formed and populated; formalizing processes, particularly around succession
- might be important to have a small space "CAPT head office," one room to store things,

-Board hopes to recruit Leeanne to the Board in future

- Leeanne's reasons for leaving will be written and conveyed to membership
- thank you for staying on in A&O; Gord will take this task on with Leeanne
- Gord will check with Jena about *Networker* deadline (can always send an email to membership if *Networker* deadline doesn't coordinate)

4. Open Forum Update (Mary)

- Wendy, Leeanne, and Mary were at the Open Forum last Saturday, lively group of about 20
- presentation on third-party insurance
- request from organizations for up to \$500 from each organization to help RPIC; working group now, going to CLHIA meeting in Montreal to give a presentation; must pay for participation (presentation, table, visuals); will need some discretionary income

MOTION:

Mary makes a motion that CAPT agree to assist in the activities of the Registered Psychotherapist Insurance Committee (RPIC) by contributing up to \$500 for their various spending needs. The RPIC is a cooperative committee with membership from participants of the Open Forum. Individual members report back to their respective associations.

Wendy seconds.

Motion carried.

-OACCPP has agreed to administer the funds and invoice CAPT (RPIC will submit receipts.)

-HST exemptions; Naseema gave a report; a meeting was had with parliamentary security Adam Vaughan who requested information that resulted in a survey, gender equity policy position brought to the table, relates to access

-Another survey was initiated to survey member concerns about the college. OSP reported on the results.

-as part of that conversation, concerns about the reapplication process were also brought forward by other open forum participants; it was agreed that currency requirements by other regulated health care colleges will be investigated

-CAPT Board in agreement that this is a topic we must take investigate

5. A&O Report (Leeanne)

-new chair (Jan); next meeting, September 30

6. Extended Benefits/Insurance Report (funding and OACCPP Letter) (Mary)

-see #4

7. Website/Networker Report (Jena)

- website work has progressed
- weekly meetings will continue, noon on Fridays
- student toolkit still required
- website will not be ready for renewals, but revised membership form will be employed this year
- new mailing address; must be well publicized around membership renewal time

8. Membership Report (Wendy/Sally)

report was given.

9. Treasurer's Report (Ali)

-all is well, going as expected, no unexpected expenses

-succession planning is Ali's main concern (she is outgoing at end of year)

Leeanne leaves meeting for in camera portion.

10. Succession Planning

-new ED needed

-various plans discussed

-larger succession planning: new Board members need to be recruited

11. New Business

-issues around *Controlled Act* running out of time to pass

-10 years as of June 2017

Meeting adjourned at 12:05 p.m.