

**Manitoba College of Social Workers
Board of Directors Meetings
June 27, 2018**

Meeting Minutes

Present: Vicki Verge Burgess (President) - a.m., Mary Heard (Vice President), Tanis Newsham (Secretary), Florette Giasson (Treasurer), Darlene MacDonald (Member at Large), Marlyn Bennett, Jan Christianson-Wood (by phone), Adam Chrobak, Wil Hedges, Raymond Hildebrand, Virginia Hnytka, Kaylen Lamb, Joshua Van Mulligen, Alexander Sawatsky (by phone – p.m.), Barb Temmerman (Executive Director/Registrar), Amelie Findlay (Administrative Coordinator)

Regrets: Richard De La Ronde

Called to order at 9:35 AM

I. Welcome – Vicki Verge Burgess

Acknowledgement: We are on Treaty One territory and the land on which we gather is the traditional territory of Anishinaabeg, Cree, Oji-Cree, Dakota, and Dene peoples, and the homeland of the Métis Nation

II. Additions or changes to the Agenda

Addition: Discussion of start time of meetings during President's report.

Be it resolved that the June 27, 2018 Agenda is accepted as amended. Darlene MacDonald/Florette Giasson. CARRIED.

III. Minutes

Addition: Kaylen Lamb was present at Feb. 22, 2018 meeting.

Be it resolved that the Minutes of the February 22, 2018 MCSW Board Meeting are approved as amended. (Jan Christianson-Wood/Mary Heard)

IV. Standing Items

a) President's Report

Current news: Marlyn received an award for 3rd top fundraiser in the Dragon Boat Races; Jan was re-elected as President for CASW; Barb was featured in the Free Press at the Indigenous Accord signing ceremony; USB was re-accredited for another 4 years; Vicki participated in the CASW/CSSWR joint federation meetings in Ottawa and attended the Indigenous Accord signing ceremony. The ceremony introduced each of the new signatories with a description of their commitment towards reconciliation.

Barb outlined the Indigenous Accord partnership agreement including: MCSW's commitment that social workers have access to education specific to knowledge of indigenous peoples through the CCP program and the annual education event; recognizing that we are on Treaty One land at board meetings; recruiting indigenous representation on committees. Jan advised that the federation is reviewing its code, practice guidelines and standards with an indigenous lens. Board member recommended highlighting the Indigenous Accord partnership on the College homepage.

Discussion and decision to begin Board meetings at 9:00 a.m.

b) Committee Reports

- **Registration Committee – Joshua Van Mulligen**

Grandparenting provision ended April 3, 2018. Approximately 30 of almost 100 grandparented applications submitted in the final quarter were referred to the Registration Committee. Applicants who were unable to complete their applications by the April 3 deadline were provided the option to transfer to the Substantial Equivalency route of entry.

- **Complaints Committee – Tanis Newsham**

Nine complaints have been received in 2018. The Committee is also currently processing several complaints from 2017 for a total of 18 active complaints.

- **Continuing Competence Committee - Vicki Verge Burgess**

New CCP Toolkit was distributed to members via e-bulletin and is available on the website. Members are being encouraged to organize their certificates, notes, etc. into portfolios in the event of an audit. Timeline and member communication related to audit process is in discussion.

Discussion about members not in compliance: CMLTM sends documents back if they are not auditable. Must be well organized and clear and they are moving towards an online system. The Engineering regulatory body was sending audit non-compliance issues to the Complaints Committee, but it was not working well. Board member suggested that if a member is not in compliance, there is no need to investigate if it's determined to be non-compliance in legislation. Barb confirmed that where legislated (i.e. the 8-hour content-specific requirement) there are no exceptions.

- **By-Law Committee – Barb Temmerman**

The committee is currently working through the By-Laws and identifying potential changes. Following full review, the committee will determine recommendations to present to the Board.

c) CASW Report – Raymond Hildebrand & Jan Christianson-Wood

The CASW Board met in Ottawa in June 2018. CASW continues communication with OASW and the Quebec Ordre about joining the federation. OASW is dissatisfied with current equal distribution of votes. They have suggested that their larger membership and fee contribution should increase the number of votes they have with CASW. Federation is committed to each province/territory having an equal voice regardless of jurisdictional membership. Quebec is open to discussion regarding CASW membership, but their college also includes family therapists which complicates matters.

CASW will be completing a Code of Ethics review over the next 2 – 3 years with a Truth and Reconciliation lens. It was last reviewed in 2005. Phase one is a critical appraisal of literature, phase 2 is a review of the international code of ethics and phase 3 is a consultation draft. An ad hoc CASW board committee and a federation consultation group are completing the review. CASW partner organizations are asked to volunteer a representative to the consultation group and the group will meet by teleconference starting in the fall. Board members may submit their interest by email should they wish to participate as part of the consultation group. Any suggestions for other individuals who would be helpful to the process can be sent to Jan.

d) Operational Update - Barb Temmerman

Operations have been primarily focused on processing applications for registration and complaints. Legal costs are rising with an increase in complaints and both the Complaints and Inquiry Committees are seeking cost recovery from social workers on agreement or if there is a finding of unprofessional conduct. Unpredictable legal costs are the primary financial risk to the College.

Staff is continuing to work on the new database project. Barb recently travelled to Halifax for the ASWB education conference with a focus on practice mobility. Recruitment is in progress for new manager position.

The development and implementation of the Continuing Competence Program continues. Members have been provided information regarding the self-assessment and learning plan, which has been well-received to date. An education session on this topic was held in Thompson and available through Telehealth. Additional communication and information sessions will take place in the fall.

The CASW child welfare report was circulated to the Board. Feedback is requested by June 29, 2018.

e) Social Work Issues – Board Members

Discussion regarding this agenda item. Decision to keep as standing item on the agenda but meant to be brief. If substantial, the topic should be submitted by the board member as a request to the President for an added agenda item and include a briefing note from the board member to inform the discussion.

Social work issues:

Changes pending in child welfare legislation including children's disability services falling under the mandate of the Office of the Children's Advocate. A national children's advocate is desirable.

Discussion about the changes and uncertainty in the health sector and how it has affected morale, including discussions about the ratio of social workers to patients. Quality field placements for social work students was also discussed.

V. Business Arising

a) Approved Social Work Program Policy

MCSW is required to develop a process to evaluate non-accredited social work programs, such as Booth University College. BCCSW also must consider non-accredited programs. BC has provisionally approved Douglas College on the condition that they seek accreditation. This is an active discussion among regulators in Canada, with some provinces suggesting an intention to apply to government for legitimate objectives so they will not have to accept applicants who have graduated from non-accredited programs approved by other jurisdictions. Nova Scotia is the only province that currently does not accept Booth graduates through a legitimate objective application. It is important that MCSW develops comprehensive evaluation and review processes for approved programs.

Draft policy was reviewed in April 2018. Revisions to this policy include suggestion that approved program graduates write the BSW level exam to demonstrate that they have equivalent knowledge. The ASWB exam is widely used across Canada in different ways. In BC, all new applicants write the exam. Other jurisdictions use it for clinical designation and re-entry to practice. The fee for the ASWB exam is currently \$230 US dollars. Policy would apply to new applicants only and current exam policy would apply. Those already registered would not need to write exam.

Considerations for timelines include reviewing approved programs every 3 years, conditions (if legislation allows), progress reports etc. Suggestion to revise policy to indicate 1 – 8 years as determined by the College.

Considerations for assessing programs would include: values of the program are consistent with the values of the College, responsibility of approved program to inform the College of any changes.

Board members suggested discussion with Booth, U of M, USB, and CASWE. Barb will begin discussions and provide update to Board in September.

b) Financials - 2017-2018 – 4th quarter Financial Report – Florette Giasson

Be it resolved that the 2017-2018 4th quarter financial report is approved as presented. Florette Giasson/Marlyn Bennett. CARRIED.

c) Reserve Fund Policy

Reserve Fund Policy reviewed with proposed target amounts for reserve funds considering unpredictable legal costs, future office space requirements and organization sustainability.

Decision to request assistance of a commercial realtor to provide the board with a cost analysis of leasing vs. purchasing office space.

Be it resolved that the revised Reserve Fund Policy is approved as presented. Florette Giasson/Adam Chrobak. CARRIED.

d) Finance Committee Terms of Reference

Recommendation for revision to Terms of Reference to allow for the addition of a public representative who is not a member of the Board for a specified term or an ad hoc basis. Intention is to recruit a public representative with financial expertise.

Be it resolved that the revised Finance Committee Terms of Reference are approved as presented. Tanis Newsham/Marlyn Bennett. CARRIED.

e) Strategic Planning Follow-up

The short and long versions of the strategic plan were previously circulated for review.

Be it resolved the Strategic Planning Report is approved as presented. Joshua Van Mulligan/Darlene MacDonald. CARRIED.

VI. New Business

a) Registration Eligibility Review – Ph.D./DSW

Current legislation permits registration of those with degrees from accredited programs. DSW and Ph.D. programs in social work are generally not accredited. The College currently has a small number of registrants who list Ph.D. as their highest level of education. Since these degrees cannot be recognized by MCSW under the current legislation, it appears that the Ph.D. should not be listed on the public register. In the absence of a BSW or MSW, an applicant with a Ph.D. would need to apply through the Substantial Equivalency route of entry.

Board members requested formal legal opinion on this matter to be reviewed at next Board meeting.

b) Manager salary

Board must approve salary scales in accordance with the By-Law. The new manager position is in keeping with the current manager salary.

Be it resolved that the salary for the Manager of Regulatory Practice position is approved as presented. Joshua Van Mulligan/Wil Hedges. CARRIED.

c) Sick leave benefits

Discussion regarding current sick leave policy and possible changes to this policy. Board member suggested that HR policies are operational and do not fall within the governance role of the Board.

No change to policy at this time. Explore governance vs. operational policies and requirements set out in legislation.

d) Committee applications

Be it resolved that Corey Wilson, Laura Tanguay, Leanne Teegan, Bolaji Akinyele-Akanbi, Nicole Scott, Nathan Gerbrandt are appointed to join an MCSW committee. Darlene MacDonald/Marlyn Bennett. CARRIED.

e) Board member terms

Board member terms were reviewed. Board members eligible for renewal were asked to advise Barb by email if interested in re-election. Calls for nominations will go out this summer.

f) Nominating Committee

An additional member is required for the Nominating Committee as the current committee member, Jan Christianson-Wood, is eligible for re-election and cannot serve on the committee at this time.

Be it resolved that Darlene MacDonald is appointed to the Nominating Committee. Raymond Hildebrand/Joshua Van Mulligan. CARRIED

g) ASWB Board member training - Mary Heard

Mary attended the ASWB Board Member training held in Arkansas and recommends other board members take the training. Interesting to hear differences between Canada and the USA. Professional regulation and promotion were discussed and noted as an area requiring careful attention to ensure conflict of interest does not exist. Protection of title and protection of scope of practice were reviewed.

h) AGM Planning

AGM planning is underway for the October 17, 2018 AGM and Education Event. More information to follow.

i) Fall meeting location

Board discussed meeting at a different location.

VII. Other Business

Committee Chairs were asked to complete and submit written annual reports to MCSW office by July 30, 2018 in preparation for the AGM.

VIII. Adjournment – adjournment 2:30 p.m.