

# ANNUAL REPORT

OF THE OFFICERS AND COMMITTEES

APRIL 1, 2018—MARCH 31, 2019

PRESENTED AT THE

ANNUAL GENERAL MEETING

OCTOBER 10, 2019



## In This Report

- Joint Message from the President & Executive Director/Registrar
- CASW Representative's Report
- Committee Reports
- Membership/Application Statistics
- Audited Financial Statements

## TABLE OF CONTENTS

Annual General Meeting Agenda— October 10, 2019	... 3
Minutes of 2018 MCSW Annual General Meeting—October 17, 2018	... 4
MCSW Board of Directors	... 9
Joint Message from the President & Executive Director/Registrar	... 10
CASW Representative's Report	... 12
Continuing Competence Committee Report	... 13
Complaints Committee Report	... 14
Inquiry Committee Report	... 16
By-Law Committee Report	... 16
Registration Committee Report	... 17
Membership/Application Statistics	... 18
MCSW Committee Members	.... 19
MCSW Financial Statements—Year Ended March 31 , 2019	... 20

**MANITOBA COLLEGE OF SOCIAL WORKERS**  
**ANNUAL GENERAL MEETING**  
**OCTOBER 10, 2019 12:00 PM**  
**VICTORIA INN, 1808 WELLINGTON AVE, WINNIPEG**

**AGENDA**

1. Welcome and Opening Remarks
2. Call to Order
3. Verification of Quorum
4. Notice of Meeting
5. Approval of the Agenda
6. President's Report
7. Minutes of the 2018 Annual General Meeting
8. Business Arising from the Minutes
9. Committee Reports
10. Presentation of Financial Statements
11. Appointment of Auditor
12. Amendments to By-Law
13. Announcement of Board of Directors
14. Thank you to 2018/2019 Board and Committee Members
15. New Business

Adjournment

# Minutes of the Annual General Meeting of the Manitoba College of Social Workers

Wednesday, October 17, 2018

Canad Inns Polo Park, 1405 St. Matthews Ave, Winnipeg

## 1. WELCOME & OPENING REMARKS:

Vicki Verge Burgess, President, welcomed those present and acknowledged that we are in Treaty 1 territory and that 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.

## 2. CALL TO ORDER: 12:20 PM

Vicki Verge Burgess stated:

Vicki acknowledged that there are over 300 people in the room, and over 25 people joining us by Zoom webinar.

*"The meeting will come to order. The Secretary of the College, Tanis Newsham, will act as Secretary of the meeting."*

*"In accordance with the By-Laws of the College, all votes will be conducted by the practicing and non-practicing Members and Students in good standing present at the meeting, except the President, showing their registration cards, unless a roll call or secret ballot is demanded by any Member and supported by a Resolution passed by two-thirds of those who are present and eligible to vote at this meeting. If a roll call or secret ballot is not demanded, the President shall declare whether a Resolution has been carried or not carried. If and when a roll call or secret ballot is demanded and supported by a Resolution, it will be taken in such manner as the President may direct at that time. In the case of a tie the President shall cast a deciding vote to decide the matter in question."*

*"Please note that members must have registered at the registration desk today in order to receive their voting cards."*

## 3. QUORUM

*"The College's Secretary has provided me with a report on members present at this meeting and I direct that such report be annexed to the minutes of this meeting as a schedule."*

*"In accordance with the Bylaws of the College, the number of members, social work students and public representatives in attendance shall comprise a quorum for the transaction of business at a special or annual general meeting of the College, provided that at least two (2) officers of the College are present at such a meeting."*

*"The Secretary's report shows a quorum to be present and I therefore declare the meeting to be regularly constituted"*

## 4. NOTICE OF MEETING:

The President stated that *"notice calling this meeting was delivered to all of the Members in good standing, Students and Public Representatives of the College on September 5, 2018. I direct that a copy of such Notice with proof of service be filed with the minutes of this meeting."*

**BE IT RESOLVED THAT:** The reading of the notice of this meeting be dispensed with.

Moved by Penny McKinnon and seconded by Shannon Mulligen.

The resolution was declared carried.

## 5. APPROVAL OF AGENDA:

**BE IT RESOLVED THAT:** The Agenda is approved as presented.

Moved by Leanne Boyd and seconded by Gloria Dixon.

The resolution was declared carried.

**6. PRESIDENT'S REPORT:**

In the spirit of collaboration, the President and Executive Director wrote a joint message. Key points in the report included the development of the first formal strategic plan of the College; the focus on the implementation of the Social Work Profession Act and the development of key policies; formal commitment to advance reconciliation efforts for the social work profession; and raising public awareness of the role of social work and social justice.

No questions were asked about the President's Report.

**BE IT RESOLVED THAT: the President's Report is accepted as presented.**

**Moved by Patricia Zacharias and seconded by Stacie Karlowsky.**

**The resolution was declared carried.**

**7. MINUTES OF October 19, 2017 ANNUAL GENERAL MEETING:**

Copies of the Minutes of the 2017 Annual General Meeting of Members were delivered to all of the Members of MCSW in the previous Annual Report.

No questions were asked about the 2017 minutes.

**BE IT RESOLVED THAT: The reading of the Minutes of the Annual General Meeting of Members held October 19, 2017 be dispensed with; and the said Minutes be approved as presented.**

**Moved by Rosalie Lazar and seconded by Tracey Bone.**

**The resolution was declared carried.**

**8. BUSINESS ARISING FROM THE MINUTES:**

No business arising from the minutes.

**9. COMMITTEE REPORTS:**

Copies of the Committee Reports were distributed to each Member, Student and Public Representative in the "Annual Report."

No questions were asked about the committee reports.

**BE IT RESOLVED THAT: The Committee Reports be approved as presented.**

**Moved by Robert Wilson and seconded by Katherine Beaudoin.**

**The resolution was declared carried.**

**10. BOARD INDEMNIFICATION:**

The President explained that indemnification is the process by which MCSW agrees to protect the volunteer Board members for the decisions made by the Board in good faith.

No questions were asked about board indemnification.

**BE IT RESOLVED THAT: All by-laws, contracts, acts and proceedings of the College's Board enacted, made, done or**

taken since October 19, 2017, being the date of the last AGM, be approved; and the members of the Board are hereby indemnified and saved harmless from and against all losses and costs which they may incur as a result of a legal action arising from the fulfillment of their duties on the Board, except those losses and costs which are a result of their own willful neglect or default.

**Moved by Aaron Klein and seconded by Sherrie Winstanley.**

**The resolution was declared carried.**

#### **11. FINANCIAL STATEMENTS:**

Copies of the audit report were distributed to each member as part of the Annual Report.

Ryan Rawluk, Rawluk & Robert Chartered Professional Accountants Inc., expressed the audit opinion on the financial statements for the year ended March 31<sup>st</sup>, 2018. Rawluk & Robert Chartered Professional Accounts Inc. conducts the audit in accordance with Canadian generally accepted auditing standards, which require the auditor to plan and perform the audit to obtain reasonable assurance that the financial statements are free from material misstatement.

As described in the report labelled "Independent Auditor's Report", it is Rawluk & Robert Chartered Professional Accountants Inc. opinion that the financial statements presented by the management of Manitoba College of Social Workers has presented fairly, in all material respects, the financial position, the results of operations and its cash flow for the year ended March 31<sup>st</sup>, 2018 in accordance with Canadian accounting standards for not-for-profit organizations.

The financial position of the College continues to improve with \$83,000 surplus and net assets of \$532,000.

Member David Delay asks for a precise plan for the College assets. Treasurer Florette Giasson advised that \$200,000 would be invested into an operating reserve fund. The remainder will go into a legal and capital expense reserve fund.

Member Peter Nawrot, asks if Board members are insured and if so, would the indemnification motion be required. Andrew Buck, partner at Pitblado Law and MCSW Legal Counsel advised that the College does have Director's and Officer's insurance. The purpose of the indemnification motion is to cover the Board in case the insurance does not come through.

A member asked if the investments would be ethical and something members could support. Treasurer Florette Giasson responded that a meeting recently took place with the investor, BCV Asset Management and the College was very clear about its requirements regarding ethical investments. BCV Asset Management was selected as the investment advisor after four proposals were received and reviewed by a third party.

**BE IT RESOLVED THAT: The financial statements of MCSW for the period ended March 31, 2018 and the Report of the Auditor, are hereby approved and adopted.**

**Moved by Caitlin Keyzer and seconded by Margaret McKee.**

**The resolution was declared carried.**

## **12. APPOINTMENT OF AUDITOR FOR 2018-19:**

The Finance Committee of the College received and reviewed proposals to appoint a new auditor for the current fiscal year. The Board accepted the recommendation of the Finance Committee to appoint MNP as the auditor for the College.

No questions were asked.

**BE IT RESOLVED THAT: MNP is appointed auditor of the College to hold office until the next annual meeting of the Members at a date to be fixed by the Board.**

**Moved by Debbie Sirota and seconded by Patricia Kovnats.**

**The resolution was declared carried.**

## **13. ANNOUNCEMENT OF BOARD OF DIRECTORS OF THE COLLEGE:**

"A call for nominations for election of Members, Students and Public Representatives for vacancies on the College's Board of Directors, was sent out on July 19, 2018. Nominations closed on August 20, 2018."

"As the number of nominated candidates fulfilled the composition requirements for the Board of Directors, voting for the election of candidates did not take place."

"A list of candidates acclaimed to the Board of Directors was posted on the College's website on August 24, 2018."

"On behalf of the Nominating Committee, I am pleased to announce the following new and renewing members of the Board of Directors. I would kindly ask members of the Board to come forward when I call your name:

- i. GWENDOLYN KYDD, Member Representative, Northern Region
  - First 3-year term
- ii. JANICE CHRISTIANSON-WOOD, Member Representative, Capital Region
  - Renewed for a 3-year term
- iii. FLORETTE GIASSEN, Member Representative, Capital Region
  - Renewed for a 3-year term
- iv. ALEXANDER SAWATSKY, Member Representative, Capital Region
  - Renewed for a 3-year term
- v. KAYLEN LAMB, Student Representative
  - Renewed for a 1-year term
- vi. ADAM CHROBAK, Public Representative, Capital Region
  - Renewed for a 3-year term
- vii. WIL HEDGES, Public Representative, Capital Region
  - Renewed for a 3-year term

## **14. THANK YOU TO THE 2016-17 BOARD OF DIRECTORS:**

In addition to those acclaimed at this AGM, the following members of the Board of Directors will continue their ongoing terms for the 2018-2019 year and need not be re-elected.

MARLYN BENNETT  
RAYMOND HILDEBRAND  
MARY HEARD  
VIRGINIA HNYTKA  
JOSHUA VAN MULLIGEN  
TANIS NEWSHAM  
DARLENE MACDONALD  
VICKI VERGE BURGESS

Richard De La Ronde was honoured for his contributions as outgoing Board member and Past-President: The current President, Vicki Verge Burgess, reflected on Richard's leadership and devotion to the development of the College.

Thank you to the board members who have devoted considerable time and energy to the College.

#### **15. THANK YOU TO COMMITTEE MEMBERS:**

The President acknowledged the volunteer committee members who dedicated their time and expertise to the work of the College. On behalf of the Board and staff of the College, we value your contributions. A list of members of the following committees is posted near the committee application table and photos of our committee members will continue to be highlighted throughout the day.

BY-LAW COMMITTEE  
CONTINUING COMPETENCE COMMITTEE  
COMPLAINTS COMMITTEE  
INQUIRY COMMITTEE  
REGISTRATION COMMITTEE  
FINANCE COMMITTEE  
NOMINATING COMMITTEE

#### **16. THANK YOU TO STAFF:**

The President expressed appreciation to the following MCSW staff for their hard work and dedication over the past year:

**Amelie Findlay**, Administrative Coordinator  
**Susan Jurkowski**, Member Services Coordinator  
**Richard Lavoie**, Manager of Registration and Professional Practice  
**Liisa Cheshire**, Manager of Regulatory Practice  
**Miriam Browne**, Social Work Consultant  
**Barb Temmerman**, Executive Director/Registrar

#### **17. NEW BUSINESS:**

No submissions received to add new business to the agenda.

#### **18. ADJOURNMENT:**

**BE IT RESOLVED THAT: The 2018 Annual General Meeting of the Manitoba College of Social Workers is hereby adjourned.**

**Moved by Shannon Maclaren and seconded by Stephanie Janzen.**

**The resolution was declared carried.**

The AGM was declared adjourned at 12:56 PM.



## 2018-2019 Manitoba College of Social Workers Board of Directors:

### Executive Committee

**President:** Vicki Verge Burgess (Capital Region)  
**Vice President:** Mary Heard (Southern Region)  
**Secretary:** Tanis Newsham (Capital Region)  
**Treasurer:** Florette Giasson (Capital Region)  
**Member at Large:** Darlene MacDonald (Capital Region)  
**CASW Representative:** Raymond Hildebrand (Southern Region)

### Member Representatives

Gwendolyn Kydd (Northern Region)  
Janice Christianson-Wood (Capital Region)  
Alexander Sawatsky (Capital Region)  
Joshua Van Mulligen (Western Region)

### Public Representatives

Marlyn Bennett (Capital Region)  
Adam Chrobak (Capital Region)  
Wil Hedges (Capital Region)  
Virginia Hnytka (Capital Region)

### Student Representative

Kaylen Lamb (Capital Region)

## JOINT MESSAGE FROM THE PRESIDENT & EXECUTIVE DIRECTOR/REGISTRAR

*“The vision of the Manitoba College of Social Workers is to serve the public interest through the regulation of, and support to, the social work profession in Manitoba in accordance with the four objects of the College. The College provides leadership in promoting the excellence of its members in providing services to the public”*

Over the past year, the Manitoba College of Social Workers (the College) has seen ongoing growth in membership with increased public awareness relating to the strong and positive professional identity of Social Workers in Manitoba. The College, under the steady stewardship of the Board of Directors, is pleased to report on the following highlights from the past year:

- The College implemented the Substantial Equivalency application and evaluation process following expiry of the grandparenting provision in March 2018
- In 2018, the College held its largest AGM and Education Event with over 330 in attendance. For the first time, the AGM was available via webcast for members unable to attend in person.
- The new and improved regulatory database system was launched in February 2019
- In March 2019, many registrants completed the first full 3-year reporting period for Continuing Competence Program, including the new self-assessment and learning plan with a 99% success rate! Recognizing the complexity of the legislative requirements related to this program, the College developed a CCP Toolkit, a CCP Powerpoint presentation and a CCP webcast, all available on the MCSW website
- MCSW hosted the annual Member Appreciation and Awards Reception in March 2019 in honour of the 2019 Distinguished Service Award recipient, Jill Brown – a social worker in the field of mental health services. Government representative, MLA Janice Morley-Lecomte, brought greetings on behalf of Honourable Heather Stefanson and announced the official proclamation of Social Work Week in Manitoba.

In June 2018, the College formally confirmed its partnership commitment with the Winnipeg Indigenous Accord by participating in an official signing ceremony at City Hall. The College encourages members to become involved and looks forward to sponsoring facilitated reconciliation discussion groups throughout Manitoba in collaboration with Circles for Reconciliation.

The College is active at the provincial, national and international levels through its involvement and affiliation with the Canadian Association of Social Workers, the Canadian Council of Social Work Regulators, the Association of Social Work Boards and the International Federation of Social Workers. Provincially, the College continues to build relationships with government with an ongoing focus on

*continued on next page*

advocating for the mandatory registration of all eligible provincial employees engaged in the practice of social work.

Thank you to the Board of Directors, committee members, volunteers and College staff for your generous service, commitment and collaboration. Your combined skills, wisdom and experience have enabled us to move forward as an organization and as a profession, keeping the overall vision of the College as our foundation. As we continue to develop in these early years for the organization, the Board and staff are committed to ongoing improvement and welcome feedback from the public and from registrants regarding the future of our College.



*Vicki Verge Burgess, MSW, RSW*  
*President*



*Barb Temmerman, MSW, RSW*  
*Executive Director/Registrar*



## CASW REPRESENTATIVE'S REPORT

The Canadian Association of Social Workers (CASW) was founded in 1926 and has evolved over the years into a federation representing Social Workers through partner organizations of provinces and territories. CASW and its federation partners provide a unified voice for the social work profession in Canada.

The CASW Board meets throughout the year and the Annual General Meeting brings together the CASW Board and the Presidents of the Provincial and Territorial Partners. The 2019 AGM was hosted in Saskatoon, Saskatchewan and was a great success. The event included meetings of the CASW Board, the Presidents and Executive Directors of the CASW Partners and additional meetings with the Canadian Council of Social Work Regulators and the Canadian Association for Social Work Education.

CASW president Janice (Jan) Christianson-Wood continues in her role as the CASW President. CASW is also an active member with the International Federation of Social Workers (IFSW). Jan also continues to be an active member with MCSW and serves on the Board.

Membership in CASW provides MCSW with a connection with Social Workers across Canada through ongoing communication between the partner organizations, and continuing education and professional development for social workers across Canada. Private practice social workers also have access to a portal that can provide a wealth of information to help start and grow their private practice. CASW offers additional resources including information related to social work employment opportunities. CASW engages with partner organizations who provide webinars that members may access from all provinces and territories, and daily updates on social issues throughout Canada.

Currently CASW is working toward a revision of the Code of Ethics & Standards of Practice grounded in the principles of Truth & Reconciliation. The contract was awarded to a team led by Noela Crowe-Salazar BA, MSW, RSW of Pimatisiwin Consulting and Counselling, with additional member Randy Passmore of Cathedral Consulting, and Véronique Mireault. The revision will be completed in 3 phases. Phase 1: literature review and comparative analysis is complete. Federation meetings will inform phase 2 in consultation and review. Phase 3 is on track to be completed in 2020. A personal highlight was to participate in the CASW Code of Ethics review exercises and working groups facilitated by Noela during the CASW Federation meeting in Saskatoon.

CASW continues to be a strong advocate for social work and social issues hosting “Social Work on the Hill days” in Ottawa; developing position statements influencing social policy; meeting with ministers, senators, and other politicians in promoting the profession; and engaging and participating in campaigns and coalitions in advancing social justice in Canada. Position statements and coalition partners can be found at [www.casw-act.ca](http://www.casw-act.ca). I also had the opportunity to chair the CASW policy governance committee which was a great experience in policy development.

I would like to congratulate Jill Brown on her accomplishment of the CASW 2019 Distinguished Service Award for Manitoba. I am excited for the opportunity to represent MCSW as a CASW Director and to share the unique perspectives and challenges of members in Manitoba at a national level. This will be my last year serving as the CASW Director. Darlene McDonald is nominated to be the new CASW director for MCSW and I wish her the best in her new role.

Respectfully,

*Raymond Hildebrand, BSW, RSW*  
*CASW Director*

## CONTINUING COMPETENCE PROGRAM COMMITTEE REPORT

The purpose of the Continuing Competence Program (CCP) is to promote excellence in social work practice and support the continual development of professional competence throughout Social Workers' careers. The CCP Committee has been working hard and carrying out its role since it was established by the Board in August 2015. We would like to thank the 2018-2019 members of the committee: Vicki Verge Burgess (Co-Chair), Stacie Karlowsky (Co-Chair), Karole Ducharme, Christine Richardson, Kara Moss, Gloria Dixon, Jodi Phipps and Nathan Gerbrandt with support from MCSW Manager of Registration and Professional Practice, Richard Lavoie.

Over the last year the CCP Committee continued work on Phase 3 of the Continuing Competency Program including the audit role. The CCP Committee also used feedback provided by members to support the planning for the 2019 Education Day. Information provided by members about their learning goals and the College's commitments to Winnipeg's Indigenous Accord Partnership Plan will be used in the Committee's development of a multi-year education and training plan (Phase 4).

We look forward to continue the important work of the CCP Committee.

*Vicki Verge Burgess, MSW, RSW & Stacie Karlowsky, BSW, RSW  
Continuing Competence Program Committee Co-Chairs*

### 2019 CASW Distinguished Service Award



*CASW Distinguished Service Award Recipient, Jill Brown (second from right) was honoured at the 2019 Social Work Week Reception at Assiniboine Park. Jill was commended for the integrity, commitment, positive leadership and compassion that she demonstrates in her social work practice.*

*Pictured with Jill are her colleagues and friends (left to right)  
Jenn Sherb, Corinne Elliott, Amanda Winder and Arlene Stewart.*



## COMPLAINTS COMMITTEE REPORT

The Complaints Committee would like to acknowledge the hard work and dedication of its members: Tanis Newsham (Co-Chair), Karen Kyliuk (Co-Chair), Beatrice Campbell, Rhonda Chegus-Hjorliefson, Wil Hedges (public representative), Gayle Hryshko, Nicole Scott and Corey Wilson (public representative). Special recognition of Rhonda Chegus-Hjorliefson for her years of service on this committee as her tenure ends.

The Social Work Profession Act (SWPA) allows any person to submit a complaint about a regulated member. When a complaint is received and jurisdiction is confirmed, it is referred to the Complaints Committee. Complaints are carefully reviewed by the Complaints Committee, evaluating the member's professional conduct against the SWPA including the requirement to adhere to the MCSW Code of Ethics, the MCSW Standards of Practice and the Standards for Technology in Social Work Practice.

The Complaints Committee is responsible for deciding which complaints will be investigated; dismissed; or resolved by agreement (involving additional training, supervision or other practice remediation), a censure, mediation or voluntary surrender of registration. A small number of cases were referred to the Inquiry Committee for an inquiry hearing this year.

### Complaints Chart

<b>April 1, 2017 to March 31, 2018</b>	
<b>New Complaints</b>	<b>19</b>
<b>No jurisdiction (person not a regulated member)</b>	<b>4</b>
<b>Complaints withdrawn</b>	<b>2</b>
<b>Investigator appointed pursuant to s.30(2)</b>	<b>13</b>
<b>Of those investigated:</b>	
Dismissed s.31(1)(b)	5
Agreement s.31(1)(f)	0
Censure s.31(1)(d)	2
Referred to Inquiry Committee s.31(1)(a)	2
Investigation in progress as of March 31	4

<b>April 1, 2018 to March 31, 2019</b>	
<b>New Complaints</b>	20
<b>No jurisdiction (person not a regulated member)</b>	3
<b>Complaints withdrawn</b>	3
<b>Investigator appointed pursuant to s.30(2)</b>	14
<b>Of those investigated:</b>	
<b>Dismissed s.31(1)(b)</b>	
<b>Agreement s.31(1)(f)</b>	
<b>Censure s.31(1)(d)</b>	
<b>Referred to Inquiry Committee s.31(1)(a)</b>	2
<b>Investigation in progress as of March 31</b>	14

Of the complaints completed during this registration year, one was appealed and is under review by a panel of the Board of Directors. The Committee will continue to meet regularly to support the advancement of the Social Work profession's integrity, quality and trust in the communities that we serve here in Manitoba.

*Tanis Newsham, MSW, RSW*  
*Co-Chair of the Complaints Committee*

## INQUIRY COMMITTEE REPORT

The Inquiry Committee is established by the Board to fulfill the College's legislated responsibility to hold disciplinary hearings related to allegations of professional misconduct against members or former members of the College. Members of the committee for the April 1, 2018 to March 31, 2019 registration year included Arliss Kurtz (Chair), Adam Chrobak (public representative), Mary Heard, Meeka Kiersgaard, Regan Spencer and Meredith Mitchell (public representative).

The evaluation of complaints is guided by The Social Work Profession Act, the Social Work Profession Regulation, the MCSW By-Law, the MCSW Code of Ethics and Standards of Practice, the Standards for Technology in Social Work Practice, and the administrative policies, practices and guidelines adopted by the College.

Over the past registration year, the Inquiry Committee has considered two matters referred by the Complaints Committee. These matters remain in progress.

I'd like to thank my colleagues on the Committee for their continued commitments and to the College staff and legal counsel for their ongoing support.

*Arliss Kurtz, MSW, RSW  
Inquiry Committee Chair*

## BY-LAW COMMITTEE REPORT

The By-Law Committee was established by the Board in February 2017. Current members of the committee include: Sabine Bures (Chair), Virginia Hnytka, Wil Hedges, Janice Christianson-Wood and Barbara Temmerman (Executive Director/Registrar).

The By-Law Committee provides guidance and advice to the Board in relation to maintaining and revising the General Operating By-Law of the Manitoba College of Social Workers ("the By-Law") to ensure that the By-Law reflects the College's policies, procedures and operations and aligns with the Social Work Profession Act and Regulation.

Throughout 2018, the Committee continued the work of undertaking a thorough analysis and review of the MCSW By-Law. This work has recently been completed and recommendations for change to the By-Law will be available for the Board's review in November 2019. All proposed changes to the current By-Law will be presented to the general membership for a vote at the MCSW Annual General Meeting in 2020.

I would like to take this opportunity to thank the members of the committee for their diligence and dedication in completing this critical and highly complex work.

*Sabine Bures, MSW, RSW  
By-Law Committee Chair*



## REGISTRATION COMMITTEE REPORT

The 2018-2019 members of the Registration Committee include: Lee Anne Deegan, Bolaji Akinyele-Akanbi, Clare McArton, Edith Kovacs, Jacqueline Shortridge, Kayla Cardinal, Jennifer Hedges, Shannon Maclaren, Paula Ediger and, of course, the MCSW Manager of Registration and Professional Practice Richard Lavoie who does a wonderful job in helping this committee run smoothly.

The Registration Committee continues to provide advice or recommendations to the Registrar regarding assessing applicants' education and work experience. The Registrar may refer an application to the Registration Committee for review regarding whether the applicant meets the legislative requirements for registration with the College. The Committee reviews the application to consider recommendations of approval, denial or approval with conditions/limitations on the applicant's Certificate of Practice.

The Committee may also provide advice or recommendations to the Registrar relating to whether an applicant is likely to practice safely, competently and ethically. When an applicant has had previous disciplinary action or breaches of standards of social work practice, the Committee may offer recommendations of conditions, limitations, further learning opportunities or recommend that the application not be approved based on the presenting concerns. These actions are designed to protect the public.

Our Committee is currently working at advising the Registrar regarding a number of substantial equivalency applications for membership with the College. The Committee remains committed to up-holding high standards regarding membership with the College.

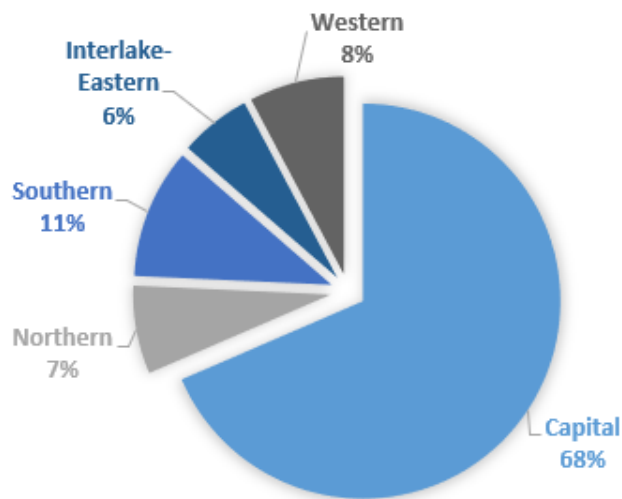
MCSW membership as of March 31, 2019 (with comparison data from 2018):

March 31, 2018	March 31, 2019
Practicing: 1916	Practicing: 2143
Non-Practicing: 140	Non-Practicing: 189
Students: 175	Students: 158
Total Members: 2231	Total Members: 2490

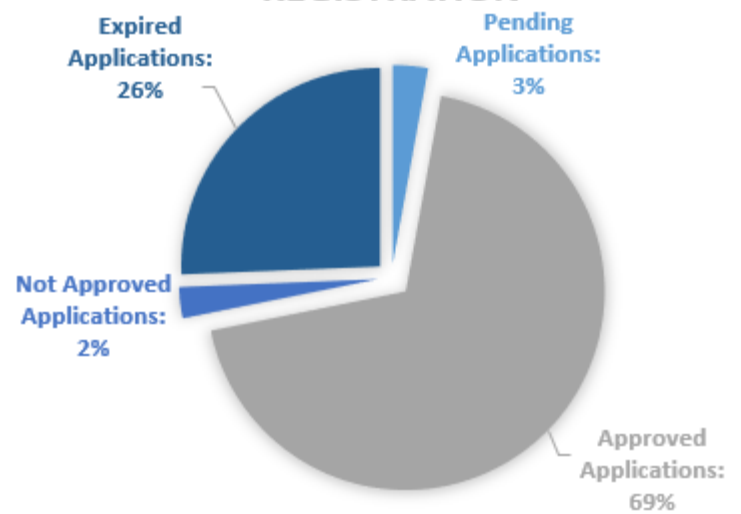
My sincere thanks goes out to the Registration Committee members for making time to serve our profession by taking part in this committee. I look forward to another year of learning, valuable dialogue, and promoting the social work profession.

*Joshua Van Mulligen, MSW, RSW*  
*Registration Committee Chair*

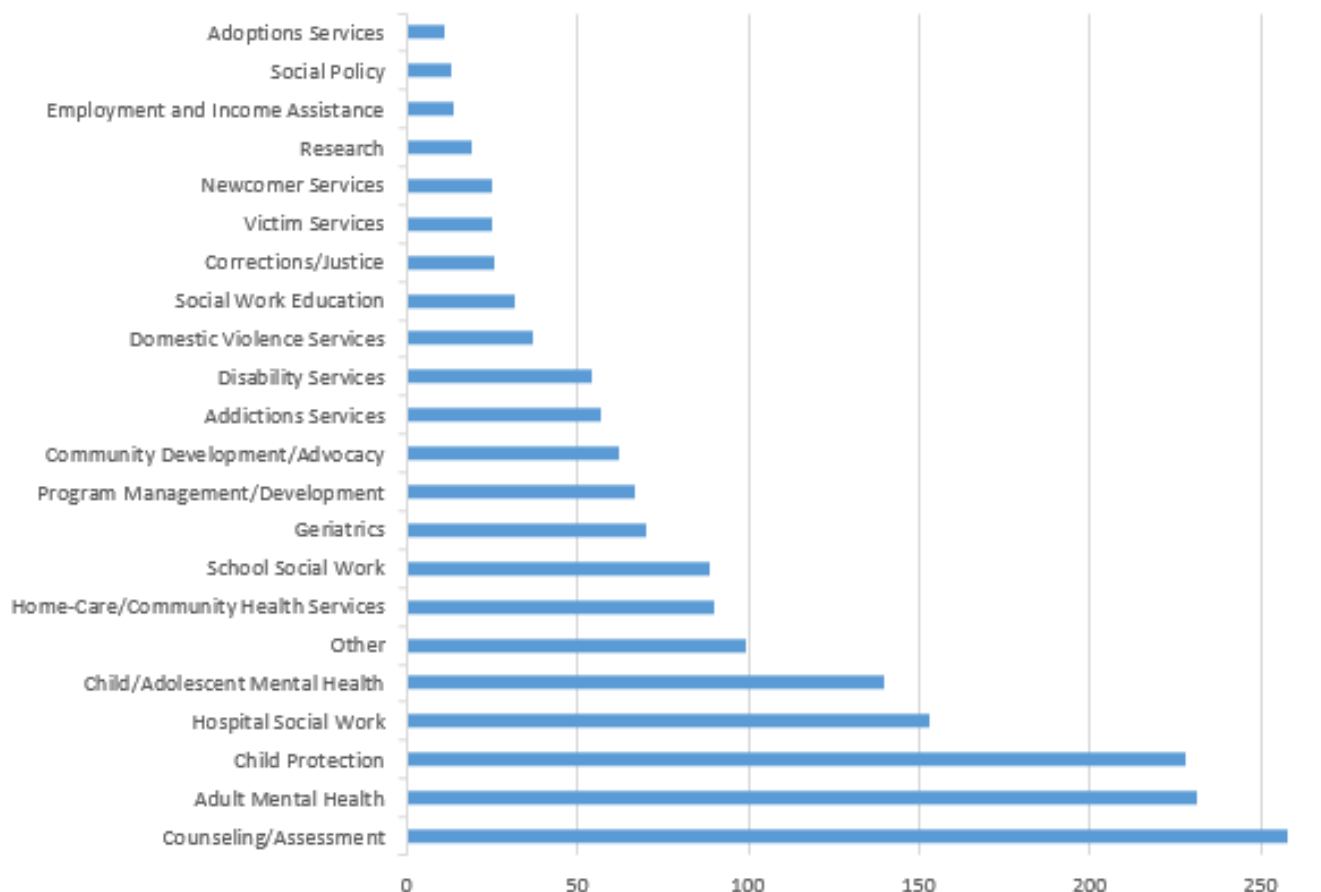
## 2018-19 GEOGRAPHIC PRACTICE REGIONS



## 2018-19 APPLICATIONS FOR REGISTRATION



## Members Primary Practice Areas



Note: Some members submit more than one practice area

# 2018-2019 Manitoba College of Social Workers Committee Members:

## **By-Law Committee**

Sabine Bures (Chair)  
Jan Christianson-Wood  
Wil Hedges  
Virginia Hnytko  
Barbara (Barb) Temmerman

## **Complaints Committee**

Karen Kyliuk (Co-Chair)  
Tanis Newsham (Co-Chair)  
Beatrice Campbell  
Rhonda Chegus Hjorleifson  
Wil Hedges  
Gayle Hryshko  
Nicole Scott  
Corey Wilson

## **Continuing Competency Committee**

Vicki Verge Burgess (Co-Chair)  
Stacey Karlowsky (Co-Chair)  
Lee Anne Deegan  
Gloria Dixon  
Karole Ducharme  
Nathan Gerbrandt  
Kara Moss  
Jodi Phipps  
Christine Richardson

## **Finance Committee**

Florette Giasson (Treasurer)  
Adam Chrobak  
Mary Heard  
Barbara (Barb) Temmerman

## **Inquiry Committee**

Adam Chrobak  
Mary Heard  
Meeka Kiersgaard  
Arliss Kurtz  
Noel Larocque  
Meredith Mitchell  
Regan Spencer

## **Nominating Committee**

Raymond Hildebrand  
Darlene MacDonald  
Joshua Van Mulligen

## **Registration Committee**

Joshua Van Mulligen (Chair)  
Bolaji Akinyele-Akanbi  
Kayla Cardinal  
Paula Ediger  
Jennifer Hedges  
Edith Kovacs  
Shannon Maclaren  
Clare McArton  
Deborah Pearson  
Jacqueline Shortridge

**Manitoba College of Social Workers**  
**Financial Statements**  
*March 31, 2019*

## Independent Auditor's Report

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To the Board of Manitoba College of Social Workers:

### Opinion

We have audited the financial statements of Manitoba College of Social Workers (the "College"), which comprise the statement of financial position as at March 31, 2019, and the statements of revenue and expenses, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the College as at March 31, 2019, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the College in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Emphasis of Matter

As part of our audit of the March 31, 2019 financial statements, we also audited the adjustments described in Note 9 that were applied to restate the March 31, 2018 financial statements. In our opinion, such adjustments are appropriate and have been properly applied. We were not engaged to audit, review or apply any procedures to the March 31, 2018 financial statements of the College other than with respect to the adjustment, and accordingly, we do not express an opinion or any other form of assurance on the March 31, 2018 financial statements as a whole.

### Other Matter

The prior year comparative figures were audited by another firm of Chartered Professional Accountants who issued an unmodified opinion with a report date of September 13, 2018.

### Other Information

Management is responsible for the other information. The other information comprises the information included in the annual report, but does not include the financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. The annual report is expected to be made available to us after the date of the auditor's report. If, based on the work we will perform on this other information, we conclude that there is a material misstatement therein, we are required to communicate the matter to those charged with governance.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the College or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the College's financial reporting process.

## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the College's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the College to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Winnipeg, Manitoba

September 17, 2019

*MNP LLP*

Chartered Professional Accountants

# Manitoba College of Social Workers

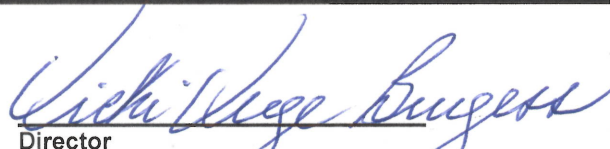
## Statement of Financial Position

*As at March 31, 2019*

	2019	2018 (Restated)
<b>Assets</b>		
<b>Current</b>		
Cash	701,459	1,241,674
Internally restricted cash	200,000	-
Accounts receivable	600	600
Internally restricted investments (Note 3)	536,653	-
Prepaid expenses and deposits	2,754	64,878
	1,441,466	1,307,152
<b>Capital and intangible assets (Note 4)</b>	82,480	23,403
	1,523,946	1,330,555
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals (Note 5)	25,686	17,018
Deferred contributions	737,600	722,190
	763,286	739,208
<b>Net Assets</b>		
Unrestricted	24,007	591,347
Internally restricted	736,653	-
	760,660	591,347
	1,523,946	1,330,555

Approved on behalf of the Board

  
Director

  
Director

The accompanying notes are an integral part of these financial statements

# Manitoba College of Social Workers

## Statement of Revenue and Expenses

*For the year ended March 31, 2019*

	2019	2018 (Restated)
<b>Revenue</b>		
Memberships	844,983	770,157
Education	23,113	17,615
Advertising income	9,050	10,350
Interest income	18,737	11,680
	<b>895,883</b>	<b>809,802</b>
<b>Expenses</b>		
Administrative	2,455	2,626
Advertising	12,647	12,895
Amortization	10,530	3,849
Bank charges and interest	21,735	20,840
Furniture and equipment	4,426	4,797
Insurance	4,072	2,996
Legal fees	66,405	59,442
Meetings	24,325	26,838
Membership fees	78,742	76,073
Miscellaneous	20	308
Office expense	36,317	28,085
Professional development	605	1,219
Professional fees	19,552	17,952
Program Development/Support	-	15,282
Rent	30,745	31,333
Salaries and benefits	395,219	334,876
Social work week	5,188	5,095
Telephone	4,642	3,694
Training and education	100	809
Travel	13,498	18,472
	<b>731,223</b>	<b>667,481</b>
<b>Excess of revenue over expenses before other items</b>	<b>164,660</b>	<b>142,321</b>
<b>Other items</b>		
Interest and dividend income	127	-
Foreign exchange loss	(888)	-
Unrealized gain on investments	5,414	-
	<b>4,653</b>	<b>-</b>
<b>Excess of revenue over expenses</b>	<b>169,313</b>	<b>142,321</b>

*The accompanying notes are an integral part of these financial statements*



# Manitoba College of Social Workers

## Statement of Changes in Net Assets

*For the year ended March 31, 2019*

	<i>Unrestricted</i>	<i>Internally restricted</i>	<b>2019</b>	<b>2018</b> <i>(Restated)</i>
<b>Net assets, beginning of year</b>	<b>532,286</b>	<b>-</b>	<b>532,286</b>	449,026
<b>Correction of an error (Note 9)</b>	<b>59,061</b>	<b>-</b>	<b>59,061</b>	-
<b>Net assets, beginning of year, as restated</b>	<b>591,347</b>	<b>-</b>	<b>591,347</b>	449,026
<b>Excess of revenue over expenses</b>	<b>164,660</b>	<b>4,653</b>	<b>169,313</b>	142,321
<b>Transfer between funds (Note 10)</b>	<b>(732,000)</b>	<b>732,000</b>	<b>-</b>	-
<b>Net assets, end of year</b>	<b>24,007</b>	<b>736,653</b>	<b>760,660</b>	591,347

*The accompanying notes are an integral part of these financial statements*

**Manitoba College of Social Workers**  
**Statement of Cash Flows**  
*For the year ended March 31, 2019*

	<b>2019</b>	2018 <i>(Restated)</i>
<b>Cash provided by (used for) the following activities</b>		
<b>Operating</b>		
Excess of revenue over expenses	<b>169,313</b>	142,321
Amortization	<b>10,530</b>	3,849
Unrealized gain on investments	<b>(5,414)</b>	-
Foreign exchange loss	<b>888</b>	-
	<b>175,317</b>	146,170
Changes in working capital accounts		
Accounts receivable	-	300
Prepaid expenses and deposits	<b>3,061</b>	304
Accounts payable and accruals	<b>8,668</b>	(659)
Deferred contributions	<b>15,410</b>	74,475
	<b>202,456</b>	220,590
<b>Financing</b>		
Transfer to restricted cash	<b>(200,000)</b>	-
<b>Investing</b>		
Purchase of capital and intangible assets	<b>(10,544)</b>	(605)
Proceeds from redemption of investments	-	12,269
Purchase of marketable securities investments	<b>(532,127)</b>	-
Deposit on intangible asset	-	(59,061)
	<b>(542,671)</b>	(47,397)
<b>Increase (decrease) in cash resources</b>	<b>(540,215)</b>	173,193
<b>Cash resources, beginning of year</b>	<b>1,241,674</b>	1,068,481
<b>Cash resources, end of year</b>	<b>701,459</b>	1,241,674

*The accompanying notes are an integral part of these financial statements*

# Manitoba College of Social Workers

## Notes to the Financial Statements

For the year ended March 31, 2019

### 1. Incorporation and nature of the organization

Manitoba College of Social Workers (the "College") was incorporated by The Social Work Professional Act, a private Act of the Manitoba Legislature.

The College is a regulatory body of the social work profession in Manitoba, responsible for regulating its members and protecting the public through recognized ethical standards and practice. It requires registrants to maintain current knowledge through education and includes a disciplinary body to investigate public companies.

The College is exempt from income tax under Section 149(1)(l) of the *Income Tax Act*.

### 2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

#### **Internally restricted reserves**

Internally restricted funds are not available for use in normal operations without the approval of the Board of Directors.

#### **Cash**

Cash and cash equivalents include balances with banks and short-term investments with maturities of three months or less. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

#### **Investments**

Investments with prices quoted in an active market are measured at fair value.

#### **Capital and intangible assets**

Purchased capital and intangible assets are recorded at cost. Contributed capital and intangible assets are recorded at fair value at the date of contribution if fair value can be reasonably determined.

Amortization is provided using the declining balance and straight-line method at rates intended to amortize the cost of assets over their estimated useful lives.

	Method	Rate
Computer equipment	declining balance	30 %
Office equipment	declining balance	20 %
Leasehold improvements	straight-line	10 years
Member database	declining balance	20 %

#### **Long-lived assets**

Long-lived assets consists of capital and intangible assets. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

The College performs impairment testing on long lived assets held for use whenever events or changes in circumstances indicate that the carrying value of an asset, or group of assets, may not be recoverable. Impairment losses are recognized when undiscounted future cash flows from its use and disposal are less than the asset's carrying amount. Impairment is measured as the amount by which the asset's carrying value exceeds its fair value. Any impairment is included in operations for the year.

**2. Significant accounting policies** *(Continued from previous page)*

**Revenue recognition**

The College follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Membership, education, advertising revenues are recognized in the fiscal year it relates and when collection is reasonably assured. Interest and other income is recognized as revenue when earned.

investment income is recognized as revenue when earned.

**Measurement uncertainty (use of estimates)**

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of capital and intangible assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known.

**Financial instruments**

The College recognizes its financial instruments when the College becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management.

At initial recognition, the College may irrevocably elect to subsequently measure any financial instrument at fair value. The College has not made such an election during the year.

The College subsequently measures investments in equity instruments quoted in an active market and all derivative instruments, except those designated in a qualifying hedging relationship or that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at cost less impairment. With the exception of financial liabilities indexed to a measure of the College's performance or value of its equity and those instruments designated at fair value, all other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in the excess of revenues over expenses for the current period. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

**3. Internally restricted investments**

	<b>2019</b>	<b>2018</b>
Marketable securities (cost - \$528,638)	<b>531,765</b>	-
Cash held in investment portfolio	<b>2,287</b>	-
Accrued interest	<b>2,601</b>	-
	<b>536,653</b>	-

# Manitoba College of Social Workers

## Notes to the Financial Statements

*For the year ended March 31, 2019*

### 4. Capital and intangible assets

	<i>Cost</i>	<i>Accumulated amortization</i>	<i>2019 Net book value</i>
Computer equipment	13,055	8,045	5,010
Office equipment	10,423	2,569	7,854
Leasehold improvements	21,632	5,173	16,459
Member database	59,063	5,906	53,157
	<b>104,173</b>	<b>21,693</b>	<b>82,480</b>

	<i>Cost</i>	<i>Accumulated amortization</i>	<i>2018 Net book value</i>
Computer equipment	9,338	6,694	2,644
Office equipment	3,595	1,458	2,137
Leasehold improvements	21,632	3,010	18,622
	<b>34,565</b>	<b>11,162</b>	<b>23,403</b>

### 5. Accounts payable and accruals

	<i>2019</i>	<i>2018</i>
Accounts payables and accruals	<b>13,569</b>	10,694
Accrued wages payable	<b>12,117</b>	6,324
	<b>25,686</b>	17,018

### 6. Deferred contributions

Deferred contributions consists of membership fees received in advance of the year for which they relate.

	<i>2019</i>	<i>2018</i>
Balance, beginning of year	<b>722,190</b>	647,715
Amount received during the year	<b>737,600</b>	722,190
Less: Amounts recognized as revenue during the year	<b>(722,190)</b>	(647,715)
Balance, end of year	<b>737,600</b>	722,190

**7. Commitments**

The College has entered into various lease agreements with estimated minimum annual payments as follows:

2020	36,871
2021	26,375
2022	24,800
2023	24,800
2024	24,800
	<hr/>
	137,646

**8. Financial instruments**

The College, as part of its operations, carries a number of financial instruments. It is management's opinion that the College is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

***Interest rate risk***

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market conditions and interest rates. A portion of the College's investments are held in fixed-income securities and accordingly the value of those securities will be impacted by changes in interest rates.

***Foreign exchange risk***

Foreign exchange risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The College is exposed to foreign exchange risk since it holds a portion of its investments in U.S. and global securities.

***Other price risk***

Other price risk is the potential for price changes resulting from volatility in equity markets. The College's investments in equity securities and corporate bonds exposes the College to other price risk as these investments are subject to price changes in an open market due to a variety of reasons including changes in market rates of interest, general economic indicators and restrictions on credit markets.

**9. Correction of an error**

The College determined that deposit payments of \$59,061 made for member database software should have been recognized as a prepaid deposit on the statement of financial position at March 31, 2018 and not expensed. The comparative figures including net assets, prepaid expenses and deposits, office expense and excess of revenue over expenses for the year ended March 31, 2018 were restated to reflect this adjustment. In the current year, the member database software was put into use and adjusted to capital and intangible assets.

**10. Interfund transactions**

During the year, the Board of Directors internally restricted \$732,000 of unrestricted net assets to be held for a reserve fund. These internally restricted amounts are not available for other purposes without approval of the Board of Directors.

**11. Comparative figures**

Certain comparative figures have been reclassified to conform with current year presentation.