

Board of Directors Meeting
June 18, 2020

MINUTES

Present: Vicki Verge Burgess (President), Mary Heard (Vice-President), Florette Giasson (Treasurer), Darlene McDonald (MB – CASW Director), Jan Christianson-Wood, Marlyn Bennett, Beatrice Campbell, Adam Chrobak, Voula Karlaftis, Wil Hedges, Tanis Newsham, Tara-Lee Procter (Maciuszonek), Barbara Temmerman (ED), Amelie Findlay (recorder)

Regrets: Michelle Berard, Alexander Sawatsky, Gwendolyn Kydd

Called to order at 9:04 AM

I. **Board Meeting Opening**

Acknowledgement : The land on which we gather is the traditional territory of Anishinaabe, Cree, Oji-Cree, Dakota, and Dene peoples, and the homeland of the Métis Nation

II. **Additions or changes to the Agenda**

Terms of Reference for Standards and Ethics Committee added to Business Arising.
Be it resolved that the June 18, 2020 Agenda is accepted as amended. CARRIED.

III. Minutes

Be it resolved that the Minutes of the March 18, 2020 are approved as presented. CARRIED.

Be it resolved that the Minutes of the electronic votes of April 6, 2020 and April 8, 2020 are approved as presented. CARRIED.

IV. **Meeting Evaluation Summary**

Board discussed risks and liabilities around Non-Practicing (NP) category. Board member noted that the College of Registered Nurses had eliminated NP roster due to potential risk that they were unable to regulate those in that category. Given that MCSW has an integrated role, it might be a benefit to have NP category. NP members are valued volunteers for the College. It would be a loss to the organization to eliminate this category. ED will prepare a report for next meeting outlining relevant legislation and number of those “retired” in the NP category.

V. **Focused Discussions**

Reconciliation Review

Barb Temmerman and Marlyn Bennett delivered presentation to the Board providing overview of College’s reconciliation commitments, efforts and action items as outlined in the Strategic Plan and Winnipeg Indigenous Accord Partnership Plan.

Discussion themes:

- i. Establishing respectful relationships and learning how to be allies
Focus has been related to importance of establishing respectful relationships and developing partnerships. The College has a positive partnership with Circles for Reconciliation. Building relationships through Winnipeg Indigenous Accord. (ONGOING ACTION ITEM)

- ii. Ensure Indigenous ways of practice are acknowledged.
The CCP requirements related to social work with Indigenous People have been very positive. MCSW must continue to provide opportunities for education related to the history, culture and spirituality of Indigenous Peoples, the history of Canada's relationship with Indigenous Peoples and awareness of the harms inflicted; an understanding of how reconciliation seeks to establish and maintain mutually respectful relationships; and an understanding of how to ensure cultural safety and practice with humility. (ONGOING ACTION ITEM)

The College must embrace and encourage acceptance and change. ED is on national Code of Ethics revision committee. Goal is to make revisions with an Indigenous lens. There are Indigenous members on the committee and an Indigenous consultant has been hired. Plan to invite Indigenous MCSW members and the Indigenous Helpers Society to provide feedback on the Code revisions – first step in exploring how the College can build a relationship with this organization. Following revisions to Code, College's Standards of Practice to be reviewed. (CURRENT AND FUTURE ACTION ITEMS)

MCSW to issue an RFP to develop an on-line series of modules to include the educational priorities identified above. This work could also include the development of a reconciliation toolkit, similar to that developed by BC College of Social Workers https://www.bcasw.org/wp-content/uploads/2011/06/Reconciliation-Toolkit-Final_May-11.pdf. (ACTION ITEM)

College to review wording in Strategic Plan and other College communication to ensure it reflects wording proposed in Regulations changes sent to government. (ACTION ITEM)

- iii. Goal to continue to increase Indigenous representation on Board and committees.
Reach out to full membership to encourage involvement with focus on increasing diversity. Suggestion to develop a survey to guide recruitment efforts. Consider outreach to Indigenous Helpers Society. (ACTION ITEM)

Black Lives Matter and Systemic Racism

The College received both positive member feedback and valid constructive member feedback regarding the recent Anti-Racism Statement. Some expressed concern that the College did not identify calls to action actions or concrete recommendations. ED expressed gratitude for the feedback, understanding that the College needs to continue on its own learning path and incorporate feedback from members in a meaningful way. Board member acknowledged that in keeping with the principle of cultural humility, it is important to accept that we may not get it right the first time but we need to continue in our advocacy efforts. Change requires a willingness to be humble. It was suggested that the College consider "living statements" that reflect the College's openness to change and acknowledgement that our understanding may change as we learn, as new information becomes available or as issues progress. (ACTION ITEM)

The College must continue to reflect on and consider our own role as an organization and a profession and continue to commit to addressing issues of diversity and anti-racist practice. Important to have uncomfortable conversations, raise our own awareness and the awareness of members, recognizing that we are all on a lifelong path to learning. Suggestion to offer educational opportunities related to systemic racism, white privilege, cultural humility, cultural safety, social injustice, discrimination and imbalances of power. When revising/establishing Code of Ethics and Standards of Practice and reviewing organizational policies and procedures, it will be important to consider and integrate these concepts.

Many other organizations have issued statements. Board members will circulate examples they have received.

Agreement that first step to change is awareness. MCSW has arranged to offer a 2-part webinar - Self-Awareness: The First Step to Anti-Racism to be presented by MCSW member, Heather O'Neale on June 29 and July 13, 2020. (ACTION ITEM)

MCSW issued an open letter to municipalities and police services inviting them to collaborate to discuss service model to include social workers on policing teams.

Board members suggested a resource list be developed and circulated or made available to members via the website including but not limited to the following: (ACTION ITEM)

- Association of Black Social Workers <https://www.cbc.ca/radio/podcasts/current-affairs-information/unreserved/>
- "Putting Racism on the Table" by Washington Regional Association of Grantmakers <https://www.puttingracismonthetable.org/>
- Book - White Fragility by Robin DiAngelo
- Book - The New Jim Crow, Michelle Alexander
- Podcasts called "Doing our Work" by Guildford Anti-Racism Alliance <https://www.meetup.com/Guilford-Anti-Racism-Alliance/events/>
- CBC Podcasts - "Unreserved" <https://www.cbc.ca/radio/podcasts/current-affairs-information/unreserved/>
- Relevant CASW webinars

Board Members were encouraged to send additional suggested readings and resources.

VI. Standing Items

a) President/Executive Committee Report

Committee has completed ED/Registrar Contingency and Succession Plans. Currently working on Board Evaluation Model.

b) Committee Reports

- **Registration Committee**
Current registration numbers are 2162 practicing, 109 students, 195 NP. Registration Committee will provide registration numbers at each Board meeting.
- **Complaints Committee**
Committee typically meets once per month but has been meeting more frequently due to volume and stages of complaints. There are currently 24 complaints - 6 near completion, 8 under investigation and 10 awaiting investigation. Committee attempting to ensure consistency and fairness in decision-making. Concern that some social workers are not being provided with appropriate supervision, often by non-social workers, and at times agency standards are less than MCSW standards, which placed the social worker in a difficult position. Considering have investigators attend meetings to respond to clarification questions.

Board member will circulate child welfare practice model for supervision. Recommendation to read "The Construction of Social Work Ethics" by Weinberg, which discusses moral distress, lack of resources in agencies and the related decisions they have to make. College is currently developing an ethical decision-making framework.

- **Continuing Competence Committee**

College is attempting to offer additional on-line education options. Currently working on 2-part Anti-Racism webinar with CASW. Fall education event to be cancelled due to pandemic. AGM will also be held online.

- **Bylaw Committee**

Proposed Bylaw revisions to be presented later in agenda. Committee working on communication plan with members regarding By-Law changes and Advance Voting.

- **Inquiry Committee**

Currently 5 active cases before the committee, some of which are combined in relation to one social worker. Attempting to plan for 5-day hearing. Proposed policy to provide honorarium to Inquiry hearing participants to be presented to the Board later in the agenda.

c) CASW Report

Darlene MacDonald, MB Director, reported that the CASW Board met yesterday. Interesting to hear how each province is managing COVID-19 pandemic. National Code of Ethics review has been delayed as in-person focus groups currently on hold. CASW has partnered with provinces to offer 15 webinars in April and May. CASW drafting statements on racism and related advocacy for social workers to partner with police. CASW AGM is planned for next week.

Jan Christianson-Wood, CASW President, reported that CASW had delivered 55 hours of online professional education at no charge. The IFSW conference will be proceed as a virtual conference in July. New IFSW president for US, Mildred Joiner, "Mit." MCSW has nominated Jan for re-election as CASW President. Elections will take place next week.

d) Operational Update

MCSW has maintained full operations/member availability during the pandemic with staff working both onsite and remotely on a rotation basis. At least one staff person is onsite daily to ensure smooth operations. Office is slowly increasing number of staff in the building, respecting physical distancing guidelines. Cyber insurance package was reviewed and increased in response to recent cyber attacks within other organizations. AGM will be held online. Staff are attending other online AGMs to audit different available platforms. By-Law changes necessary to provide for online and advance voting procedures. Proposed Regulation changes have been submitted to government and are currently under review. MCSW was successful in obtaining a grant for a summer student and will be hiring a student in an administrative support role.

VII. Business Arising

a) Financials

2019-2020 – 4th quarter Financial Report

Barb Temmerman presented 4th quarter financials, as reviewed and recommended by the Finance Committee. Variations in this quarter noted due to cancellation of Social Work Week event and pre-paid deposits on future events that are unlikely to take place due to pandemic.

Be it resolved that the 2019-2020 4th quarter financial report is approved as presented. CARRIED.

VIII. New Business

a) By-Law revisions to facilitate Advance & Electronic Voting by members

Be it resolved that amendments to the By-Law to permit electronic and advance voting by the membership are approved as presented. CARRIED.

b) Policy – Advance Electronic Voting

Addition to #3....at least 7 days prior to vote closing.

Be it resolved that the Advance Electronic Voting Policy is approved as amended. CARRIED

c) Policy – Order for Cost Recovery

The underlying principle of cost recovery is that the members at large ought not be responsible for the costs associated with the investigation, management and/or prosecution of the misconduct of an individual member. While not intended to be punitive, cost recovery is intended to ensure that the member who committed the misconduct is responsible for the associated costs. Intention to develop policy that provides consistent approach to cost recovery. Where members have had difficulty paying, Complaints Committee has approved payment plan. Reduction of costs is rare and limited to ensure consistent approach. Cost recovery is different than a fine (legislation allows \$10,000 fine) as it is intended only to recoup costs incurred by the College in investigating and evaluating a complaint. Cost recovery only applied where a breach of conduct has been determined and is not applied if a complaint was dismissed. Board would like this highlighted in policy. Look at changing “may” to “must”.

Discussion regarding recognition of wrongdoing and demonstration of insight. To date, the Complaints Committee has always attempted an agreement prior to moving a case to Inquiry Committee where it is determined that there is a breach of conduct.

Item tabled until next meeting. Any additional feedback please forward to Barb by email.

d) Policy – Inquiry Hearing Panel Honorarium

Inquiry hearings require a significant commitment of time from volunteers, who may be required to attend a hearing for several full days on one case. This is proving to be a barrier to participation as volunteers are often required to use vacation or unpaid time away from work. Proposal is for Inquiry Panel members to receive an honorarium after the first day.

Amendment proposed to have honoraria begin on day 1 of the hearings, recognizing the preparation time and responsibility of the role of this committee.

Note: If the Board were to consider similar honoraria for Appeal Panels of the Board, this would need to be approved by the membership through the By-Laws, as per subsection 7(2) of the *Social Work Profession Act*.

Be it resolved that the Inquiry Hearing Panel Honorarium Policy is approved as amended. CARRIED.

e) Records/Registry Check Renewal Policy

In accordance with Social Work Profession Regulation paragraph 12(2)(b), members must provide a criminal records check, child abuse registry check and adult abuse registry check every five years. A high percentage of members will be required to provide this check upon renewal in March 2021. MCSW has requested that the government defer this requirement for 1 year due to barriers in accessing records checks during the pandemic. The College has not yet received a response to this request.

Proposed policy recommends accepting electronic rather than original copies of records and registry checks upon renewal. Original checks would still be required upon initial application. If a member

submits a record check at any time during the 5-year period, they would not be required to submit it for another five years regardless of their date of registration. Database will be set-up to track the due dates for records checks.

Be it resolved that the Records/Registry Check Renewal Policy is approved as presented. CARRIED.

f) Application Policy revision

An applicant approved for registration with a letter of verification from the university must provide their transcript within 6 months. Policy revision will clearly outline that if it is not provided by the deadline, registration will be cancelled without further notice.

Be it resolved that the revision to the Application Policy is approved as presented. CARRIED.

Board member inquired about why member approval was required to list their highest social work degree on the register. Legislation does not specify educational qualifications as information that must be included on the register so MCSW must obtain permission from members to post it.

g) Exam Use Policy Revision

Revisions required to reflect that the policy now applies to both SE applicants and those graduating from an approved (non-accredited) social work program. Expected implementation of examination requirement for graduates of Booth University College social work program is January 2021.

Be it resolved that the revision to the Exam Use Policy is approved as presented. CARRIED. (1 abstention)

h) Executive Director/Registrar Contingency Plan

It is a good governance practice to have a contingency plan in place in the event of an unexpected absence of the ED/Registrar. President presented plan for unexpected short-term coverage of ED/Registrar as developed and recommended by Executive Committee.

Be it resolved that the ED/Registrar Contingency Plan is approved as presented. CARRIED.

i) Executive Director/Registrar Succession Plan

It is good governance practice to ensure a succession planning process is in place even when no imminent changes are expected. President presented long-term succession plan process for ED/Registrar as developed and recommended by Executive Committee.

Be it resolved that the ED/Registrar Succession Plan is approved as presented. CARRIED.

j) Board Terms & 2020 Elections

Vicki Verge Burgess will move into Past-President role in the fall. Marlyn Bennett, Tanis Newsham and Michelle Berard were acknowledged with thanks as their Board terms end this year. Board members eligible for renewal must submit nomination forms in order to put names forward for re-election.

k) Nominating Committee Representation

Nominating Committee will consider recruitment strategies to promote diversity on Board. Barb will draft recruitment survey and circulate to committee.

Be it resolved that Board members, Jan Christianson-Wood, Voula Karlaftis and Tara-Lee Procter (Maciuszonek) are appointed as members of the 2020 Nominating Committee. CARRIED.

I) Standards and Ethics Committee Terms of Reference

National Code of Ethics is currently under review with intention to revise with an Indigenous lens. It is timely to establish a committee to provide input into this review and to consider future changes to the MCSW Standards of Practice. The College also plans to establish private practice standards in the future.

Be it resolved that the Standards and Ethics Committee Terms of Reference be approved as presented. CARRIED.

IX. Meeting Evaluation Submission Reminder

Board members were asked to submit meeting evaluation forms to afindlay@mcsw.ca.

X. Adjournment – Meeting adjourned at 2:23 p.m. CARRIED.