

Board of Directors Meeting
December 3, 2020



Minutes

Present: Mary Heard (President), Vicki Verge Burgess (Past-President), Florette Giasson (Vice-President), Adam Chrobak (Treasurer), Gwen Kydd (Secretary), Darlene MacDonald (MB CASW Director), Isaac Ansah, Beatrice Campbell, Wil Hedges, Darin Hovius, Voula Karlaftis (left 10:30 – 11:30)

Staff: Barbara Temmerman, Amelie Findlay

Guest: Sherry Lyn Lam (Guest-MSW Student)

Regrets: Leo Jacinto, Tara-Lee Procter (Maciuszonek), Alexander Sawatsky, Jan Christianson-Wood

Called to order at 9:04 AM

I. Board Meeting Welcome

Acknowledgement: 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

Records check renewal policy added to New Business item E

Be it resolved that the December 3, 2020 Agenda is accepted as amended. CARRIED.

III. Board Orientation/Refresher

Barb Temmerman and Vicki Verge Burgess presented a board orientation and refresher. Presentation slides are available on the Board library and all policies are available on the website for public view. Discussion related to “unlicensed” or “unregistered” social workers not existing in Manitoba; common roles unlicensed individuals take in the community; supporting and upholding decisions of the board.

IV. Officer Elections – Announcement of Officers

Board approved changes to election procedures to do advance electronic voting. The number of volunteers did not exceed the positions available therefore no voting was required.

Be it resolved that the following board members are appointed to the 2020-21 Executive Committee:

Mary Heard – President

Vicki Verge Burgess – Past President

Florette Giasson – Vice President

Adam Chrobak – Treasurer

Gwendolyn Kydd – Secretary

Tara-Lee Procter (Maciuszonek) – Member-at-Large

Darlene MacDonald – CASW Representative

CARRIED.

V. Board Succession Planning

A number of board members will complete their terms next year. The board needs to ensure there is a recruitment plan over the next year. College has had some success advertising via Volunteer MB. Other options include targeting previous board members, current board members reaching out to contacts in their communities, sending recruitment information out in an e-bulletin, reaching out to other associations. For 2021 recruitment, at least 3 representatives must be from outside of the capital region. Targeted recruitment considerations include Indigenous and francophone representatives. A more personalized approach was suggested to reach Indigenous groups. Social media is a good opportunity for engagement as many Indigenous organizations have social media pages. Board members were encouraged to send suggestions for follow-up with specific organizations. Student recruitment process may be helpful and student representative expressed interest in assisting. Emphasis on professional development and growth achieved by being on a Board may be helpful. Barb will circulate the previous ad to the Board to obtain feedback and suggestions.

VI. Minutes

Be it resolved that the Minutes of the September 17, 2020 Board meeting are approved as presented. CARRIED.

Be it resolved the Minutes of the November 9, 2020 and November 13, 2020 Board of Directors email votes are approved as presented. CARRIED.

VII. Meeting Evaluation Summary

Meeting evaluation completed by Board members after every meeting. Feedback from September 17, 2020 meeting was positive. Amelie Findlay will send out an email to board members after this meeting to complete the evaluation form.

VIII. Strategic Plan Review

Barb reviewed the progress of the 2019-2021 strategic plan and pandemic response. Presentation will be posted in Board library and on College website.

IX. Preparation for 2021 Strategic Plan

Discussion occurred at Executive Committee regarding preparation for 2021 Strategic Plan. In-person strategic planning session preferred but also prepare for on-line format. Member survey and exploration of facilitator identified as first steps. Suggestion to incorporate education component in advance of member survey to ensure members understand legislated role of the College and have an opportunity to review current Strategic Plan progress. Barb will gather sample member surveys and explore facilitators. Board members encouraged to submit facilitator suggestions for consideration.

X. Standing Items

a) Executive Committee Report

Executive Committee has been focused on strategic plan preparation and board self-evaluation reviews. Decision to defer review of governance models until after next Strategic Plan.

b) Committee Reports

• Registration Committee

Current membership is 2653 including 196 Non-Practicing, 2299 Practicing and 158 students. Currently 56 active applications, majority being BSW/MSW applications. The now expired Temporary Electronic Social Work Practice Policy that provided authorization to practice

without registration included 14 approvals. 3 are now seeking full registration from that group under the College's new Electronic Social Work Practice Policy.

- **Continuing Competence Committee**

The committee is currently reviewing the CCP audit process and setting targets for percentage of audits.

- **Complaints Committee**

As of December 1, there are 26 active complaints in various stages of completion. 9 complaints are currently awaiting investigation and the College recently contracted with 3 new investigators. Two complaints appeals have been filed involving the same complainant. Beatrice Campbell is the co-chair of the committee and is doing a fantastic job along with Karen Kyliuk.

- **Inquiry Committee**

There are currently 5 matters before the committee.

- **Finance Committee**

The committee met recently and reviewed the investments, which are recovering well after losses experienced at the beginning of 2020 due to the pandemic. The budget is on track.

- **Bylaw Committee**

Bylaw review is complete and approved by the membership. Proposed Regulation revisions are in progress of review with the Department of Families. A vote from the membership will be required to approve the changes before going back to government for final ratification.

c) CASW Report

Darlene MacDonald reported that CASW is comprised of 9 provincial or territorial partner organizations. Each partner appoints one member and they meet 3 times per year. Looking at social media campaigns, strategic plan for 2020-2022, racism responses, participation in reconciliation and upgrading CASW website.

d) Operational Update

MSW Student Sherry Lyn Lam will be join MCSW in January. Sherry Lyn is present at today's meeting to get an orientation of the College work. The College has increased the cyber insurance and is in process of completing an IT analysis or health check with both MNP and Seerx to identify any risks and consider any improvements. The College has completed requirements of the Manitoba Accessibility Act to develop an emergency response plan.

Several changes are in progress with Manitoba's Fair Registration Act, including eliminating position of Fairness Commissioner. OMFC will no longer be a stand-alone department and will fall under the Immigration Manitoba Division of the Economic Development and Training Department. Proposed changes to the Act include additional measures to increase oversight of regulatory bodies.

College is preparing for 2021 renewals, which open in February. 2021 requirements include records/registry check renewal for over 1000 College members. Booth graduates will begin writing the exam in January 2021 under the Approved Program Policy. Barb attended an introductory meeting with ASWB and Booth in November.

Be it resolved that the Board will enter an in-camera session. CARRIED.

Be it resolved that the Board will exit the in-camera session. CARRIED.

Voula Karlaftis returned.

XI. Business Arising

a) 2020-2021 2nd quarter Financial Report

Barb Temmerman led review of 2nd quarter financial report.

Be it resolved that the 2020-2021 2nd quarter financial report is approved as presented. CARRIED.

b) Board Member representative on Committees

Board Member representation is required on the Registration and Standards and Ethics Committees. Student representative expressed interest. Although the By-law does not expressly entitle students to participate as a member of a committee [Bylaw 5-1(c)], as it does for Practicing and Non-Practicing members, student representatives of the Board have expanded responsibilities given the general duties of the board [bylaw 2-6]. Decision to permit student representatives of the Board to participate as non-voting members of committees.

Be it resolved that Gwen Kydd is appointed as a member of the Standards and Ethics Committee. CARRIED.

Be it resolved that Darin Hovius is appointed as a non-voting member of the Registration Committee. CARRIED.

c) Anti-Racism Response Plan

First step for working group to meet and begin with terms of reference. Voula, Gwen and Beatrice, Isaac expressed interest. Discussion about the steps to take and name of working group.

Be it resolved that Voula Karlaftis, Gwen Kydd, Beatrice Campbell and Isaac Ansah are appointed to the MCSW Anti-Racism Working Group. CARRIED.

XII. New Business

a) Spending Authority Policy

Policy provides Executive Director with framework of when financial decisions need to come to the board.

Be it resolved that the Spending Authority Policy is approved as presented. CARRIED.

b) New committee applications

Be it resolved that Allison Groening, Nadine Girouard, Kerri Chomenchuk, Kim Morrison, Roy Hardie, Ruby Garand are appointed as MCSW committee members on a committee as determined by the Registrar. CARRIED.

c) Social Work Week Theme

Board considered CASW theme for Social Work Week. Florette Giasson confirmed the French translation is accurate. Theme is inclusive and recognizes the critical role of social workers during the pandemic. Suggestion to include role of students when promoting social work week.

Be it resolved that the CASW theme "Social Work is Essential/Le travail social est essentiel" is adopted as the MCSW theme for Social Work Week. CARRIED.

d) Social Work Week Planning

The College was unable to hold last spring's Social Work Week event due to the pandemic. Decision to plan an online event for March 2021. Suggestions included webinars, speakers, promotional materials for members to thank them for their essential service during the pandemic. Board members were encouraged to send suggestions for speakers.

e) Records/Registry Checks Renewal Requirement

Some members are having difficulty accessing records checks due to RCMP offices being closed. Proposed revision to policy allows for Executive Director/Registrar to use discretion to waive vulnerable sector search requirement when access to records checks is compromised, which will allow rural members to access online checks. If requirements cannot be met (i.e., for those requiring fingerprints or in-person verification of identification), the policy allows for late submission until June 30. Members have been informed of the requirements via e-bulletins and website.

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

XIII. Adjournment 2:33 PM