

ANNUAL REPORT

OF THE OFFICERS AND COMMITTEES

APRIL 1, 2017—MARCH 31, 2018

PRESENTED AT THE

ANNUAL GENERAL MEETING

OCTOBER 17, 2018



In This Report

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MANITOBA COLLEGE OF SOCIAL WORKERS

ANNUAL GENERAL MEETING

OCTOBER 17, 2018 12:00 PM

CANAD INNS POLO PARK, 1405 ST. MATTHEWS AVE, WINNIPEG

AGENDA

1. Welcome and Opening Remarks
 2. Call to Order
 3. Notice of Meeting
 4. Approval of the Agenda
 5. President's Report
 6. Minutes of the 2017 Annual General Meeting
 7. Business Arising from the Minutes
 8. Committee Reports
 9. Indemnification of the Board
 10. Approval of Financial Statements
 11. Appointment of Auditor
 12. Introduction of Board of Directors
 13. Thank you to 2017/2018 Board and Committee Members
 14. New Business
- Adjournment

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

Thursday, October 19, 2017

Viscount Gort Hotel, 1670 Portage Avenue, Winnipeg

1. WELCOME & OPENING REMARKS:

Richard De La Ronde, President, welcomed those present and acknowledged Treaty 1 territory as the traditional territory of Anishinaabeg, Cree, Oji-Cree, Dakota, and Dene peoples, and the homeland of the Métis nation.

2. CALL TO ORDER: 12:07 PM

Richard De La Ronde stated:

"The meeting will come to order. The Vice-President of the College, Janet Brady, will act as Secretary of the meeting in the absence of our secretary, Tanis Newsham."

"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."

Report from Secretary:

"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 provisionally approved By-Laws 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."

"It is confirmed that 3 officers of the College are present and the Secretary's report shows a quorum to be present. I therefore declare the meeting to be regularly constituted."

3. 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, 2017. 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 Vicki Verge Burgess and seconded by Gloria Dixon.

The resolution was declared carried.

4. APPROVAL OF AGENDA:

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

Moved by Jacqueline Shortridge and seconded by Alexander Sawatsky.

The resolution was declared carried.

5. PRESIDENT'S REPORT:

Richard De La Ronde, President, highlighted portions of his report including acknowledging the hard work of the Board, Committees and staff. Volunteers give up a lot of their spare time for the development of the College to ensure that

the College is compliant with the legislation. Richard acknowledged that it was encouraging to see a huge crowd at today's event. Members are encouraged to get involved with the College. He hopes to continue the momentum.

No questions were asked about the President's Report.

**BE IT RESOLVED THAT: the President's Report is accepted as presented.
Moved by Roy Hardie and seconded by Sherrie Winstanley.
The resolution was declared carried.**

6. MINUTES OF OCTOBER 6, 2016 ANNUAL GENERAL MEETING:

Copies of the Minutes of the 2016 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 2016 minutes.

**BE IT RESOLVED THAT: The reading of the Minutes of the Annual General Meeting of Members held October 6, 2016 be dispensed with; and the said Minutes be approved as presented.
Moved by Karen Kyliuk and seconded by Clare McArton.
The resolution was declared carried.**

7. BUSINESS ARISING FROM THE MINUTES:

No business arising from the minutes.

8. COMMITTEE REPORTS:

Copies of the Committee Reports were distributed to each Member 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 Maureen Moisioner and seconded by Neta Friesen.
The resolution was declared carried.**

9. 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.

**BE IT RESOLVED THAT: All by-laws, contracts, acts and proceedings of the College's Board enacted, made, done or taken since October 6, 2016, being the date of the last AGM, be approved; and the members of the Board are hereby indemnified and saved harmless from and against 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 Linda McFadyen and seconded by Christopher Hildebrand.
The resolution was declared carried.**

10. FINANCIAL STATEMENTS:

Rawluk & Robert Chartered Professional Accountants presented the financial statements as circulated in the annual reports for the period ending March 31, 2017.

Copies of the financial statements 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 31st, 2017. 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 31st, 2017 in accordance with Canadian accounting standards for not-for-profit organizations.

Mr. Rawluk confirmed that as of March 31, 2017, the Manitoba College of Social Workers no longer qualified as a small entity and dispensed capital assets by amortizing them over their useful lives.

Member Genevieve Funk-Unrau asked the Board if there were any plans for the surplus revenue. In response, Barbara Temmerman, Executive Director/Registrar, explained that the current operating budget of the College is just over \$700,000, which is expected to grow with increased membership. The College continues to incur expenses related to the transition from the Manitoba Institute of Registered Social Workers to the Manitoba College of Social Workers, including legal, program development and infrastructure costs (i.e. computers, database rebuild). Financial assets are beginning to grow and the College is in the process of establishing a reserve fund to ensure resources are available for ongoing development in the event of unpredictable costs, such as legal fees. As trends in registration and operational costs are currently being monitored, the College continues to be conservative in its spending.

BE IT RESOLVED THAT: the financial statements of MCSW for the period ended March 31, 2017 and the Report of the Auditor, are hereby approved and adopted.

Moved by Roxane Anderson and seconded by Janice Innes.

The resolution was declared carried.

11. APPOINTMENT OF AUDITOR FOR 2017-18:

BE IT RESOLVED THAT: Rawluk and Robert Chartered Professional Accountants Inc. are appointed auditor of MCSW to hold office until the next annual meeting of the Members at a remuneration to be fixed by the Board.

Moved by Elizabeth Harry and seconded by Darlene MacDonald.

The resolution was declared carried.

12. AMENDMENTS TO BY-LAW:

The President introduced the amendments to the By-Law, enacted by the Board on December 5, 2016. Notice of this provisional amendment to the By-Law was provided to the Members on January 16, 2017. The purpose of this amendment is to improve the governance of the College and the management and conduct of its affairs.

Provisional changes to the By-Law included the following two changes: changing the quorum of the board when appeals are heard; and changing the quorum of Members at the AGM.

The motion to approve the By-Law requires a majority vote and students are not entitled to vote on motions related to the By-Law. In considering By-law changes related to quorum for the purpose of the Board hearing appeals, the Board approved this change to allow for a smaller panel of the Board to manage registration and complaints appeals. Prior to this provisional change, a quorum of 8 members of the Board were required to hear appeals, which presented a number of challenges.

In reviewing the process used by other regulatory bodies, it became clear that most organizations have smaller panels for the purpose of managing appeals. For example, both the MB Law Society and the MB Engineers have appeal panels of 3 members.

Reducing the number of Board members required for appeals achieves the following objectives: provides a less intimidating environment for appellants; allows for an identified and consistent panel of the board to receive fo-

cused training on appeals; provides an opportunity for identified panel members to establish consistency in process and decision-making; reduces challenges related to the establishment of quorum; reduces issues related to conflicts of interests; reduces the demands on Board members, who have invested a significant amount of time in processing appeals over the past year.

In order to meet these objectives, the Board proposes a change to the By-Law as follows:

4-7 - Quorums for meetings of the Board (including special meetings of the board) and committees, and annual and special general meetings, are established as follows:

(d) A minimum of three (3) persons who are members of the Board shall comprise a quorum for the purpose of an appeal to the Board.

The second provisional amendment relates to quorum for special or annual meetings of members. In considering By-Law changes as it related to quorum requirements, a scan of AGM quorum requirements for other organizations was also completed.

As the quorum requirement was 5% of all members, the number of MCSW members required to be in attendance at the AGM increased significantly with our growing membership. In comparison, quorum for the MCSW AGM was much higher than required by other social work regulatory bodies across Canada and by other professional regulatory bodies in Manitoba.

It is therefore proposed that the following amendment to the By-Law be considered:

4-7 Quorums for meetings of the Board (including special meetings of the Board) and committees, and annual and special general meetings, are established as follows:

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.

This change maintains the requirement for two officers to be present in order for the meeting to proceed while allowing for flexibility and providing members who have dedicated their time to attend a special or general meeting of the College with the assurance that the meeting will proceed.”

BE IT RESOLVED that:

1. the Amended and Re-stated By-Law of the College, in substantially the form presented to the Members, is hereby authorized and approved by this Resolution passed by an affirmative majority of the Members of the College who voted on the question; and

2. any Director or Officer of the College is authorized to take whatever further action is necessary to give effect to this Resolution.

No discussion on the motion.

Moved by Stacie Karlowsky and seconded by Gayle Hryshko.

The resolution was declared carried by an affirmative majority.

2 Opposed

13. ANNOUNCEMENT OF NEW BOARD OF DIRECTORS OF THE COLLEGE:

The By-Law provides that the Board of Directors of the College is to be elected by electronic and mail-in voting which is held before the AGM. The results are then announced at the AGM and subsequently published on the College's website.

As a result, a call for nominations for election of Members, Students and Public Representatives, to the College's Board of Directors, was sent out July 21, 2017. Nominations closed August 20, 2017 and a list of candidates was posted on the College's website on August 30, 2017. Voting began September 6, 2017 and closed September 27, 2017.

Based on the results of voting, the following are newly elected and re-elected members of the Board of the College:

- Mary Heard, Member Representative, Southern Region. Mary's first term on the Board, she will serve a 3 year term.
- Tanis Newsham, Member Representative, Capital Region. Re-elected Board member, she will serve a 3 year term.
- Darlene MacDonald, Member Representative, Capital Region. Darlene's first term on the Board, she will serve a 3 year term.
- Vicki Verge, Member Representative, Capital Region. Re-elected Board member, she will serve a 3 year term.

As no nominations were received for the vacant public representative position, the Board accepted recommendations until September 19, 2017. The Board received a recommendation and appointed Dr. Marlyn Bennett as Public Representative to the Board.

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

The President thanked the 2016-17 Board members for their time and energy to the development of the College in the best interest of the Social Work profession in Manitoba.

In addition to those elected and re-elected, the following members of the Board of Directors will continue their ongoing terms for the 2017-18 year and need not be re-elected:

Janice Christianson-Wood
Adam Chrobak
Florette Giasson
Wil Hedges
Raymond Hildebrand
Virginia Hnytka
Alexander Sawatsky
Joshua Van Mulligen
Richard De La Ronde

Janet Brady, Marleny Bonnycastle and Maxine Jean-Paul were thanked as the outgoing representatives on the Board.

15. THANK YOU TO 2016-17 COMMITTEE MEMBERS:

The President thanked the volunteer committee members who dedicated their time and expertise to the work of the College since the last AGM.

Registration Committee

Joshua Van Mulligen, Chair
Bonnie Bryant
Kayla Cardinal
Erin Egan
Paula Ediger
Jennifer Hedges
Jenna Kroecker
Karen Kyliuk
Shannon Maclaren
Clare McArton
Deborah Pearson

Complaints Committee

Tanis Newsham, Chair
Reisa Adelman
Beatrice Campbell
Rhonda Chegus Hjorleifson
Dawn Gair
Mary Heard
Wil Hedges
Gayle Hryshko
Karen Kyliuk
Eveline Milliken
Leona Schroeder

Continuing Competence Committee

Vicki Verge Burgess, Chair
Karole Ducharme
Gloria Dixon
Stacie Karlowsky
Kara Moss
Jodi Phipps
Christine Richardson

Inquiry Committee

Arliss Kurtz, Chair
Adam Chrobak
Mary Heard
Noel Larocque
Meredith Mitchell

ByLaw Committee

Sabina Bures
Janice Christianson-Wood
Wil Hedges
Virginia Hnytka

16. THANK YOU TO STAFF:

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

Barb Temmerman, Executive Director/Registrar
Liisa Cheshire, Manager of Registration and Professional Practice
Amelie Findlay, Administrative Coordinator
Kira Bessette, Member Services Coordinator
Miriam Browne, Social Work Consultant

Susan Jurkowski was thanked for her work as MCSW Member Services Coordinator as well as former MIRSWS staff member, Diane Cullen, who is assisting with today's AGM.

17. NEW BUSINESS:

No new business.

18. ADJOURNMENT:

BE IT RESOLVED THAT: the 2017 Annual General Meeting of the Manitoba College of Social Workers is hereby adjourned.

Moved by Colleen Slater and seconded by Sherrie Winstanley.

The resolution was declared carried.

The AGM was declared adjourned at 12:56 PM.

2017-2018 Manitoba College of Social Workers Board of Directors:

Executive Committee

President: Vicki Verge Burgess (Capital Region)
Past President: Richard De La Ronde (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

Janice Christianson-Wood (Capital Region)
Alexander Sawatsky (Capital Region)
Joshua Van Mulligen (Capital 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

In reflecting on the third year for The Manitoba College of Social Workers, we are incredibly proud of the progress of our Social Work profession and of the College as a whole. The early development of the College has been a whirlwind of victories, hard work and challenges, all of which we are grateful for as part of this welcome journey. As we continue to build the foundation for the future of the College, the Board and staff are working together closely, building a collaborative organization united in our messages, vision, values and goals.

In the fall of 2017, the Board of Directors engaged in its first formal Strategic Plan with an emphasis on continuing to establish the regulatory functions of the organization. The College maintains its focus on the ongoing implementation of *The Social Work Profession Act* through the development of key policies and programs. The regulation of the profession of social work remains the top priority with a view to continue to enhance public confidence and understanding of the profession through its commitment to public accountability.

Priorities in this area include the implementation of the Substantial Equivalency route of entry and ongoing collaboration with Manitoba's Fairness Commissioner to ensure fair registration practices. The College's first review by the Fairness Commissioner in 2017 was highly successful. Our model of licensure was described as progressive and the College was commended for our commitment to fairness and our value of diversity. With a growth in membership, the College is also responding to a relative increase in regulatory complaints. The College is working to further develop policies and procedures in establishing a structured complaints process that is responsive to our primary mandate of public protection.

As part of the Strategic Plan, the College formally confirmed its commitment to reconciliation in its pledge to advance the reconciliation efforts for the social work profession. It has been an honour to be involved with the Winnipeg Indigenous Accord and to learn from the reconciliation efforts of a diverse range of community and government organizations. With guidance and support from Indigenous Board members, committee members, Social Workers and community organizations, the College continues to promote and provide education and training sessions to Social Workers relating to Indigenous peoples, including the history of colonization and its devastating impacts, Indigenous culture and spirituality. As part of the College's Continuing Competence Program requirements, over 2000 members reported completing workshops related to social work with Indigenous peoples since the Continuing Competence Program was introduced in 2016. We are excited to maintain this momentum in our commitment to the development of a multi-year Indigenous learning education plan to ensure Social Workers continue to learn and grow in their knowledge and practice.

In March 2018, the College was proud to acknowledge Sandy Bay Child & Family Services as the 2018 recipient of the Distinguished Service Award jointly presented by CASW and MCSW on the annual occasion of Social Work Week. Government representative, MLA Janice Morley-Lecomte, brought greetings on behalf of Honourable Scott Fielding and announced the official proclamation of Social Work Week in Manitoba. As an Indigenous child welfare agency, Sandy Bay CFS was acknowledged for their commitment to public accountability through mandatory registration of their social work staff and for their contributions to cultivating positive change in Manitoba's child welfare system.

With recent attention to changes in the structure of social services delivered in Manitoba and in keeping with our commitment to raise public awareness and support the professional interests of members, the College continues to take opportunities to raise public awareness about the role of social work and social justice issues related to the profession. Focusing on professional regulation as a social justice commitment to the public we serve, the College continues to make efforts to engage with government review committees and representatives with calls to implement all recommendations of the Phoenix Sinclair Inquiry, including the requirement for anyone who practices social work in Manitoba, under any title, to be registered with the Manitoba College of Social Workers.

Thank you to the Board of Directors, committee members, volunteers and staff for your ongoing leadership and commitment to the social work profession. As we move confidently into the future, we are excited to continue the growth and progress of the College in the interests of the profession and in the interests of the public.



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 2018 AGM was hosted in Ottawa, Ontario 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 was nominated for a second two-year term in her role as the CASW President. CASW is also an active member with the International Federation of Social Workers (IFSW). The IFSW had their AGM in Ireland and participated in the World Conference on Social Work and Social Development in Dublin, Ireland in July 1 2018. Jan also continues to be an active member with MCSW as a Board member.

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. CASW provides ongoing education, training, and professional development through the TRAIN Learning Network bringing together professionals from agencies and organizations in the public health sector. Through the Social Work Reference Centre, members now have access to EBSCO Health which provides current best practice and evidence based research and information pertaining to adolescent health, aging, behavioral and mental health, end of life care, clinical social work, diversity and equality and more. CASW's partnership with Mental Health Coalition of Canada (MHCC) provides members with access to webinars focused on mental health and wellness.

The CASW 2018 Distinguished Service Award for Manitoba was awarded to Sandy Bay Child & Family Services March 22, 2018 during MCSW Social Work Week Member Appreciation Reception. Sandy Bay has played an important role in cultivating positive change in Manitoba's child welfare system. Its promotion and implementation of innovative approaches to child welfare has resulted in significant policy shifts and reform across the child welfare spectrum from funding initiatives to policy and standard changes. Sandy Bay Child & Family Services has demonstrated leadership through its progressive programs, projects and partnerships including its customary care community model, post-secondary education supports to indigenous children in care and its indigenized core training model. Its steadfast commitment to family preservation and support has resulted in positive outcomes for children and families provided with collaborative and culturally sensitive social work services.

CASW continues to influence social policy and advance social justice through stakeholder and government relations. CASW is actively involved on several social policy and social action fronts thanks to its affiliations, partnerships with social/health organizations, and several national coalitions and alliances. Through media monitoring, CASW is keeping members informed and aware of social issues across Canada.

CASW completed a major Child Welfare Project, with a goal to create a basis for advocacy efforts for both the profession and Canadian children, families, and communities. In total 3,258 social work practitioners completed the survey across Canada. Expert interviews were also undertaken. The research paper, Building an Understanding of Social Workers in Child Welfare: Findings of the Canadian Survey & Interviews with Child Welfare Experts was released in August 2018.

Currently the CASW is working toward a revision of the Code of Ethic & Standards of Practice grounded in the principles of Truth & Reconciliation. The project is envisioned to be completed over 2 years and in 3 phases.

The change in government at the national level in 2015 continues to provide increased opportunities for CASW to promote and advocate for social justice in legislation and for an increased profile of the social work profession in Canada. The CASW is watching with interest the implementation of the recommendations of the Truth and Reconciliation Commission, the national inquiry into the issue of missing and murdered indigenous women and girls, medical assistance in dying and its implications, and the impacts of the legalization of marijuana. CASW also continues to monitor election promises to end violence against children and to admit refugees while balancing Canadian security and humanitarian initiatives.

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.

Raymond Hildebrand, BSW, RSW

CASW Director

Manitoba Recipients of the 2018 CASW Distinguished Service Award



CASW Distinguished Service Award Recipients, Sandy Bay Child and Family Services (pictured above), were honoured for their commitment to promoting positive change, public accountability, ethics and excellence in social work. Sandy Bay CFS ensures their child welfare services are delivered by dedicated, registered social workers.

BY-LAW COMMITTEE REPORT

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

The Bylaw Committee provides guidance and advice to the Board with respect 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 clearly and accurately reflects the College’s policies, procedures and operations. In reviewing the By-Law, the Committee may also identify possible revisions to the *Social Work Profession Act* (“SWPA”) and the Social Work Profession Regulation (“the Regulation”).

The By-Law Committee has the responsibility to:

- conduct an annual review of the By-Law;
- periodically review the *Social Work Profession Act (the Act)* and the Social Work Profession Regulation;
- understand the operationalization of the Act, Regulation and By-Law;
- consider updates and changes to the By-Law;
- propose additions, deletions and/or revisions to the By-Law for consideration by the Board; and,
- consider updates and changes to the Act and/or Regulation for consideration by the Board to establish proposals to government.

Over the past year, the Committee’s work has focused on undertaking a fulsome review of the By-Law to ensure clarity and alignment with the SWPA and the Regulation. We have been making significant progress in completing this work and anticipate that recommendations stemming from the review will be presented to the Board for consideration in the near future. I’d like to thank my colleagues on the Committee for their continued commitment and College staff for their ongoing support.

Sabine Bures, MSW, RSW

By-Law Committee Chair

CONTINUING COMPETENCE PROGRAM COMMITTEE REPORT

The Continuing Competence Program Committee (CCP) was developed in August 2015. The 2017-2018 members of the committee are: 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, Liisa Cheshire.

The purpose of the Continuing Competence Program is to promote excellence in social work practice and support the continual development of professional competence throughout Social Workers' careers.

Over the last year the CCP Committee completed Phase 2 of the Continuing Competency Program which included the research and development of the legislated Self-Assessment and Learning Plan.

Section 18(1) of The Social Work Profession Regulation outlines that "Every three years, a member required to complete the continuing competence program must complete and submit a learning plan to the committee, in a form satisfactory to the committee and as required by the board, that (a) includes a self-assessment; (b) identifies goals for knowledge and skill development; and (c) describes learning activities to achieve the identified goals."

Activities to support members to meet this section of the regulation are as follows:

- The Self-Assessment and Learning Plan presented to members at the 2017 AGM and Education Day, which outlined that this new requirement would be due for the first time in 2019 with annual registration renewals.
- Developed a MCSW Continuing Competency Program Toolkit, which includes a Tracking Sheet, Learning Plan and Self-Assessment Tool and how to maintain a CCP Portfolio tool. This was posted on the College website and can be found at <https://mcsw.ca/continuing-competence-program/>
- Over the last year, Members received communication about these requirements and tools through the College E-Bulletins and College presentations.

The CCP Committee has started researching how to audit members' ability to fulfill the competency requirements, which is Phase 3 of its 4-Year work plan. Section 16(2) of the Social Work Profession Regulation outlines that the competence committee must "administer the continuing competence program, including determining continuing competency requirements for members and reviewing documentation about those requirements provided by members." As such, the CCP Committee has begun to examine audit processes in other provinces and gather suggestions from other regulators who implemented these reviews. Information learned from this activity will help inform a final proposal for the College's CCP Audit process.

As some of the regulatory activities begin to fall into place, the CCP Committee will begin to review feedback from members about their learning goals and interests and use this to help facilitate a multi-year education and training plan (Phase 4).

Vicki Verge Burgess, MSW, RSW & Stacie Karlowsky, BSW, RSW

Continuing Competence Program Committee Co-Chairs

COMPLAINTS COMMITTEE REPORT

The Complaints Committee would like to acknowledge the hard work and dedication of its members: Tanis Newsham (Chair), Wil Hedges, Beatrice Campbell, Gayle Hryshko, Rhonda Chegus Hjordliefson and new members Nicole Scott and Corey Wilson. As well as our invaluable support from Barb Temmerman Executive Director/Registrar and MCSW staff: Liisa Cheshire and Amelie Findlay.

Special recognition to Leona Schroeder for her years of service on this committee as her tenure expires.

The 2017/18 fiscal year saw an increase of complaints filed with the College:

Total Number of Complaints	Number Referred for Investigation	Practice Area Breakdown
April 2017 – March 2018	No Jurisdiction: 4	Mental Health Services: 6
Total: 19	Decision Rendered: 6	Private Practice: 5
	In Process: 9	Child & Family Services: 5
		Other Services: 3

The outcomes of the MCSW Complaint Process varied with new processes developed to manage complex situations such as censures and urgent meetings to ensure the protection of the public, as summarized:

No Jurisdiction - 4

- 2 - practitioners were not registered social workers; both worked for CFS agencies
- 2 - did not involve concerns about the conduct of a member

Decisions Rendered - 6

- 4 - dismissed due to insufficient evidence of breach of the MCSW Code of Ethics, the MCSW Standards of Practice, *The Social Work Profession Act*, the Social Work Profession Regulation, and/or the MCSW General Operating By-Laws
- 2 - members censured

In Process - 9

- 2 - in final stage of review by the Committee
- 7 - investigation in progress

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.

Karen Kyliuk, BSW, RSW

Complaints Committee Co-Chair

INQUIRY COMMITTEE REPORT

The Inquiry Committee was established by the Board in 2016 to fulfill the College's legislative responsibility to hold disciplinary hearings related to allegations of professional misconduct against members or former members of the College. Current committee members include Arliss Kurtz (Chair), Adam Chrobak (public representative), Mary Heard, Meeka Kiersgaard and Meredith Mitchell (public representative). Thank you to former member, Noel Larocque, who served on the committee in 2017.

The evaluation of complaints is guided by *The Social Work Profession Act*, Social Work Profession Regulation, the MCSW Bylaw, MCSW administrative policies and all Codes of Ethics, Standards of Practice and/or guidelines for ethical practice adopted by the College.

Over the past year, the Inquiry Committee has considered two matters referred by the Complaints Committee. One of these cases resulted in a stay of proceedings and the other case remains in progress.

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

Arliss Kurtz, MSW, RSW

Inquiry Committee Chair

REGISTRATION COMMITTEE REPORT

The Registration Committee this past year included Clare McArton, Kayla Cardinal, Jennifer Hedges, Shannon Maclaren, Deborah Pearson, and Paula Ediger. I also must acknowledge the work of MCSW staff Liisa Cheshire who has navigated our conflicting schedules, and sent out repeated emails to us to keep us focused on the goals at hand. Your efforts are greatly appreciated. With that being said, Liisa will no longer be the staff overseeing this committee and I would like to welcome Richard Lavoie who is the new MCSW Manager of Registration & Professional Practice. He is now tasked with the responsibility of ensuring this Committee continues to achieve the goals it sets out to do.

I would like to thank Erin Egan who has resigned from the committee this past year for all her efforts on this Committee. We have a few new members who are just joining us now who will be valuable additions to this committee, they are: Cindy (Lee Anne) Deegan, Bolaji Akinyele-Akanbi and Jacqueline Shortridge.

The Registration Committee provides advice or recommendations to the Registrar regarding assessing applicants' education and work experience. The Registrar may refer an application to the Committee for an evaluation of whether the applicant meets the legislative requirements for registration with the College. The Committee then reviews the application and makes recommendations for approval, denial, or approval with conditions for the prospective applicant.

The Committee may provide advice or recommendations to the Registrar relating to the assessment of the safe, competent, and ethical conduct of applicants seeking registration. Advice may also be requested if applicant has had previous professional disciplinary action or an allegation of a breach of the standards of social work practice.

One significant milestone this past year is that the Grandparenting provision as a route of entry to become a registered social worker expired on April 3, 2018. With these applications concluded, we now turn our focus to ensuring the smooth implementation of the substantial equivalency route of entry and to ensure we hold high standards for membership with the College.

The current MCSW membership as of March 31, 2018 (with comparison data from 2017):

March 31, 2017	March 31, 2018
Practicing: 1,830	Practicing: 1916
Non-Practicing: 152	Non-Practicing: 140
Students: 167	Students: 175
Total Members: 2149	Total Members: 2231

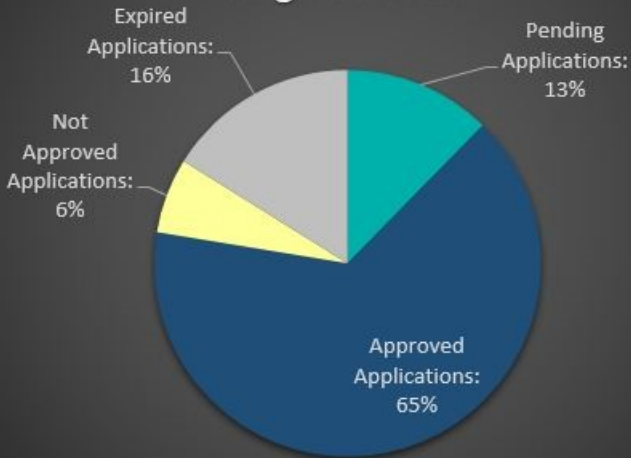
I am pleased that the third year of the College's implementation continues to see an increase in membership in our profession. I thank the Registration Committee members for their time, dedication, and service to this important facet of College operations. I look forward to another year of learning, valuable dialogue, and promoting the social work profession.

Respectfully,

Joshua Van Mulligen, MSW, RSW

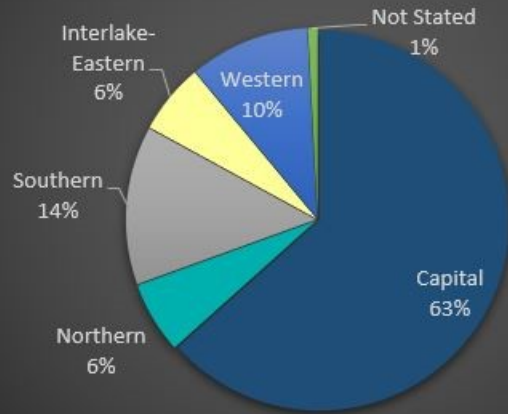
Registration Committee Chair

2017-18 Applications for Registration



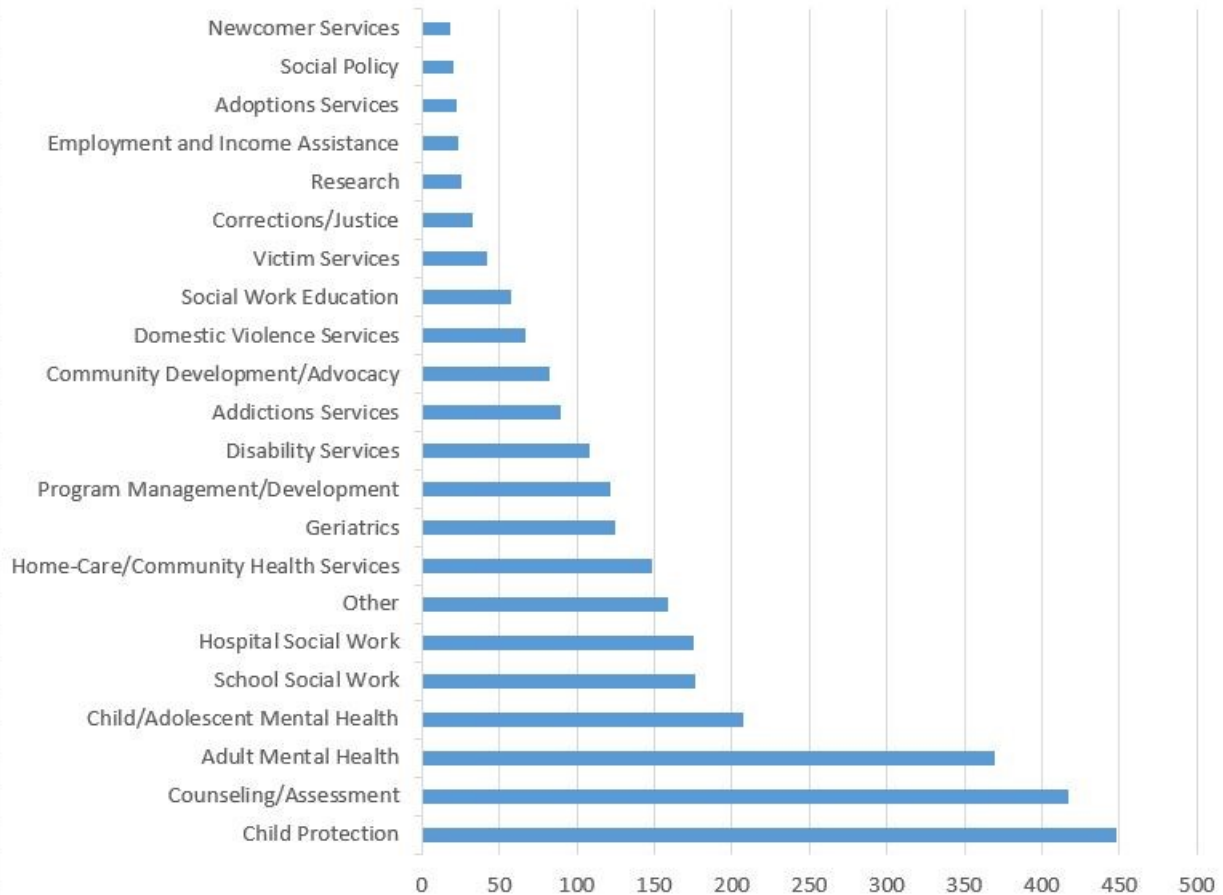
Based on 397 applications

2017-18 Geographic Practice Areas



Based on 1916 Practicing Members

Members Primary Practice Areas



Note: Some members practice in more than one area

2017-2018 Manitoba College of Social Workers Committee Members:

By-Law Committee

Sabine Bures
Jan Christianson-Wood
Wil Hedges
Virginia Hnytka

Complaints Committee

Tanis Newsham (Chair)
Beatrice Campbell
Rhonda Chegus Hjorleifson
Dawn Gair
Wil Hedges
Gayle Hryshko
Karen Kyliuk
Eveline Milliken
Leona Schroeder
Nicole Scott
Corey Wilson

Continuing Competency Committee

Vicki Verge Burgess (Chair)
Gloria Dixon
Karole Ducharme
Nathan Gerbrandt
Stacie Karlowsky
Kara Moss
Jodi Phipps
Christine Richardson

Finance Committee

Florette Giasson (Treasurer)
Adam Chrobak
Mary Heard

Inquiry Committee

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

Nominating Committee

Raymond Hildebrand
Darlene MacDonald
Joshua Van Mulligen

Registration Committee

Joshua Van Mulligen (Chair)
Bolaji Akinyele-Akanbi
Cindy Lee Ann Deegan
Paula Ediger
Erin Egan
Jennifer Hedges
Shannon Maclaren
Clare McArton
Deborah Pearson
Jacqueline Shortridge

MANITOBA COLLEGE OF SOCIAL WORKERS
Financial Statements
Year Ended March 31, 2018

MANITOBA COLLEGE OF SOCIAL WORKERS
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Year Ended March 31, 2018

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Rawluk & Robert

CHARTERED PROFESSIONAL ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

To the Members of Manitoba College of Social Workers

We have audited the accompanying financial statements of Manitoba College of Social Workers, which comprise the statement of financial position as at March 31, 2018 and the statements of revenues and expenses, changes in net assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Manitoba College of Social Workers as at March 31, 2018 and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Winnipeg, Manitoba
September 13, 2018



Rawluk & Robert Chartered Professional Accountants Inc.
Chartered Professional Accountants

MANITOBA COLLEGE OF SOCIAL WORKERS
Statement of Financial Position
March 31, 2018

	2018	2017
ASSETS		
CURRENT		
Cash	\$ 1,241,674	\$ 1,068,481
Term deposits (Note 3)	-	12,269
Accounts receivable	600	900
Prepaid expenses	5,816	6,120
	1,248,090	1,087,770
CAPITAL ASSETS (Note 4)	23,403	26,646
	\$ 1,271,493	\$ 1,114,416
 LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities (Note 5)	\$ 17,017	\$ 17,675
Unearned revenue (Note 6)	722,190	647,715
	739,207	665,390
NET ASSETS	532,286	449,026
	\$ 1,271,493	\$ 1,114,416

APPROVED ON BEHALF OF THE BOARD

_____ Director

_____ Director

The accompanying notes are an integral part of this statement

MANITOBA COLLEGE OF SOCIAL WORKERS

Statement of Revenues and Expenses

Year Ended March 31, 2018

	2018	2017
REVENUES		
Membership fees	\$ 778,597	\$ 770,650
Interest income	11,680	8,287
Advertising income	10,350	8,265
e-Learning income	9,175	21,600
Workshop income	-	12,550
	<u>809,802</u>	<u>821,352</u>
EXPENSES		
Advertising and promotion	12,895	3,742
Amortization	3,849	2,868
Audit fee	6,215	5,887
Bank and transaction processing	21,557	20,742
Consulting fees	11,737	2,160
Equipment rentals	4,138	5,583
Insurance	2,996	2,737
Legal fees	59,442	54,401
Meeting expenses	26,838	20,383
Memberships	76,073	71,141
Office expenses	14,435	8,588
Program development	15,282	-
Rent	31,333	31,188
Repairs and maintenance	2,701	3,084
Salaries and wages	334,876	292,272
Social Work Week	5,095	1,231
Telephone	3,694	5,314
Training	2,028	3,079
Travel expenses	18,472	13,073
Website expenses	72,886	11,727
e-Learning expenses	-	18,769
	<u>726,542</u>	<u>577,969</u>
EXCESS OF REVENUES OVER EXPENSES	<u>\$ 83,260</u>	<u>\$ 243,383</u>

The accompanying notes are an integral part of this statement

MANITOBA COLLEGE OF SOCIAL WORKERS
Statement of Changes in Net Assets
Year Ended March 31, 2018

	2018	2017
NET ASSETS - BEGINNING OF YEAR	\$ 449,026	\$ 205,643
EXCESS OF REVENUES OVER EXPENSES	<u>83,260</u>	<u>243,383</u>
NET ASSETS - END OF YEAR	<u>\$ 532,286</u>	\$ 449,026

The accompanying notes are an integral part of this statement

MANITOBA COLLEGE OF SOCIAL WORKERS

**Statement of Cash Flow
Year Ended March 31, 2018**

	2018	2017
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 83,260	\$ 243,383
Items not affecting cash:		
Amortization of capital assets	3,849	2,868
Interest income reinvested	-	(223)
	<u>87,109</u>	<u>246,028</u>
Changes in non-cash working capital:		
Accounts receivable	300	25
Accounts payable and accrued liabilities	(660)	9,789
Unearned revenue	74,475	23,460
Prepaid expenses	304	66,805
	<u>74,419</u>	<u>100,079</u>
Cash flow from operating activities	<u>161,528</u>	<u>346,107</u>
INVESTING ACTIVITIES		
Purchase of capital assets	(605)	(20,858)
Proceeds from redemption of investments	12,269	-
	<u>11,664</u>	<u>(20,858)</u>
Cash flow from (used by) investing activities	<u>11,664</u>	<u>(20,858)</u>
INCREASE IN CASH FLOW	173,192	325,249
Cash - beginning of year	<u>1,068,481</u>	<u>743,232</u>
CASH - END OF YEAR	\$ 1,241,673	\$ 1,068,481
CASH FLOW SUPPLEMENTARY INFORMATION		
Interest received	\$ 11,903	\$ 8,064
Income taxes paid	\$ -	\$ -
CASH CONSISTS OF:		
Cash on hand and balances with financial institution	\$ 1,241,418	\$ 1,068,229
Cash equivalents	255	252
	<u>\$ 1,241,673</u>	<u>\$ 1,068,481</u>

The accompanying notes are an integral part of this statement

MANITOBA COLLEGE OF SOCIAL WORKERS

Notes to Financial Statements

Year Ended March 31, 2018

1. PURPOSE OF THE COLLEGE

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

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

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

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

Cash equivalents

Highly liquid investments with maturities of less than three months at date of purchase are classified as cash equivalents.

Capital assets

Capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a declining balance basis at the following rates and methods:

Computer equipment	30%	declining balance method
Office equipment & furniture	20%	declining balance method
Leasehold improvements	10 years	straight-line method

The College regularly reviews its capital assets to eliminate obsolete items. Government grants are treated as a reduction of capital assets cost.

Capital assets acquired during the year but not placed into use are not amortized until they are placed into use. Computer equipment and office equipment & furniture are amortized at half the stated rate in the year of acquisition.

Revenue recognition

Manitoba College of Social Workers follows the deferral method of accounting for contributions.

Membership fees are recognized as revenue in the fiscal year in which the related expenses are incurred. The College frequently collects monies in advance for membership fees and these monies are reported as deferred revenue until recognized in the statement of revenues and expenses. All other income is recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Workshop and e-Learning income are recognized as revenue when the workshops are held and when the e-Learning session is registered.

(continues)

MANITOBA COLLEGE OF SOCIAL WORKERS

Notes to Financial Statements

Year Ended March 31, 2018

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Contributed services

The operations of the organization depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

Measurement uncertainty

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 amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

3. TERM DEPOSITS

	<u>2018</u>	<u>2017</u>
Short Term Investments		
Term Deposit, matured March 8, 2018, interest rate of 1.750%	\$ -	\$ 12,269

MANITOBA COLLEGE OF SOCIAL WORKERS

Notes to Financial Statements

Year Ended March 31, 2018

4. CAPITAL ASSETS

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

	Cost	Accumulated amortization	2017 Net book value
Computer equipment	\$ 9,338	\$ 5,562	\$ 3,776
Office equipment & furniture	2,990	1,000	1,990
Leasehold improvements	21,632	752	20,880
	<u>\$ 33,960</u>	<u>\$ 7,314</u>	<u>\$ 26,646</u>

5. GOVERNMENT REMITTANCES (OTHER THAN INCOME TAXES)

Government remittances (other than income taxes) include, for example, federal and provincial sales taxes, payroll taxes, health taxes and workers' safety insurance premiums. There were no government remittances payable at year end.

6. UNEARNED REVENUE

Unearned revenue consists of membership fees received in advance to the year for which they relate.

	<u>2018</u>	<u>2017</u>
Balance, beginning of the year	\$ 647,715	\$ 624,255
Add: Unearned revenue collected during the year	<u>722,190</u>	<u>647,715</u>
Subtotal	1,369,905	1,271,970
Less: Amounts recognized as revenue in the year	<u>(647,715)</u>	<u>(624,255)</u>
Balance, end of the year	<u>\$ 722,190</u>	<u>\$ 647,715</u>

MANITOBA COLLEGE OF SOCIAL WORKERS

Notes to Financial Statements

Year Ended March 31, 2018

7. COMMITMENTS

The College has entered into a lease with respect to its premises. The ten-year lease commenced in July 2016 and expires in June 2026. The lease contains renewal options and provides for payment of utilities, property taxes and maintenance costs by the College. Future expected minimum lease payments as at March 31, 2018, are as follows:

2019	\$	24,800
2020		24,800
2021		24,800
2022		24,800
2023		<u>24,800</u>
	\$	<u>124,000</u>

8. FINANCIAL INSTRUMENTS

The College is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the College's risk exposure and concentration as of March 31, 2018.

(a) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the College manages exposure through its normal operating and financing activities. The College is exposed to interest rate risk primarily through its floating interest rate bank indebtedness and credit facilities.

It is management's opinion that the College is not exposed to significant other price risks arising from these financial instruments.
