

**Board of Directors Meeting
September 28, 2023
MINUTES**



Present: Mary Heard (President), Jennifer Meixner (Vice-President), Salina Fukumoto (Secretary), Darlene MacDonald (CASW Rep), Isaac Ansah, Rikki Fontaine, Darin Hovius, Kaysi Katchmar, Hai Luo, Barb Temmerman (Executive Director/Registrar), Amelie Findlay (Administrative Services Manager)

Regrets: Beatrice Campbell, Tricia Van Denakker, Lorelei Harris, Cecilly Hildebrand, Buetta Warkentin

I. Welcome and Board Meeting Opening

Acknowledgement: The land on which we gather is Treaty 1 territory - the traditional territory of Anishinaabeg, Cree, Oji-Cree, Dakota, and Dene peoples, and the homeland of the Métis Nation. The College acknowledges and respects the diverse histories and cultures of Indigenous Peoples across Manitoba in the spirit of reconciliation.

II. Additions or changes to the Agenda

No additions or changes.

Today is the last meeting for Darlene and Isaac as their terms have expired. Thank you for your work and dedication.

Be it resolved that the September 28, 2023 Agenda is accepted as presented. CARRIED.

III. Minutes

No changes.

Be it resolved that the Minutes of the June 22, 2023 Meeting are approved as presented. CARRIED.

IV. Meeting Evaluation Summary

Positive feedback overall.

V. Financials

a) 1st Quarter Financials

Late and NSF fees are consistently budgeted low hoping members renew on time.

Be it resolved that the 1st Quarter Financials are accepted as presented. CARRIED.

b) Auditor Review – Jeff Eckstein, MNP

- 2022 Audit Findings
Clean audit report. No matters brought forth by directors or management. No changes in accounting policies. Policies have been consistently applied. No significant deficiencies in internal controls. Standard adjustments were made as in previous years.
- 2022-2023 Audited Financial Statements
Balance Sheet: Standard clean audit opinion. 2% decrease in assets 2023 vs. 2022.

Internally restricted investment balance decreased. Prepaid expenses includes Thentia database contract. Capital asset additions include office furniture, IT hardware. Deferred contributions – annual membership fees.

Statement of Revenues and Expenses:

Rise in interest rates in 2023 vs. 2022. Reviewed increases in expenses including salary and benefits line increase of 7%. Unrealized loss on investments – publicly traded investments within the portfolio are required to be adjusted to market value at March 31. Markets have been volatile as of late – not an actual realized loss.

Statement of Changes in Net Assets:

100% of investments are internally restricted.

Motion not required to record investments as internally restricted as investment activity is automatically internally restricted. Only withdrawals will require a motion.

Statement of Cash Flow:

Continuity of cash balance at beginning of year to end of year including investment activities which includes capital and intangible assets.

Notes to Financial Statements:

Consistent year over year. Disclosing all significant accounting policies.

Nil funds were transferred from the unrestricted fund to the internally restricted fund to meet reserve targets.

c) In-Camera Session – Board Member Questions for Auditor

Be it resolved that the Board will enter in-camera session with auditor to confirm results of audit. CARRIED.

MOVE OUT OF IN-CAMERA SESSION

Board requests review of investment policy, overview of funds the College is investing in and a discussion about the of the frequency of such reviews at the Finance Committee.

Barb and the Treasurer meet annually with the investment company. Will request the Finance Committee join in on the next review. The investment policy is specific about types of funds MCSW is investing in – pulling in code of ethics.

Be it resolved that the audit report for the period of April 1, 2022 to March 31, 2023 is approved as presented. CARRIED.

d) Appointment of Auditor

Be it resolved that MNP shall be recommended as auditor for the April 1, 2023 - March 31, 2024 fiscal year at the 2023 Annual General Meeting. CARRIED.

VI. Standing Items

a) Operational Update - Barb Temmerman

Staff - Recruiting continues for a Regulatory Practice Clerk. A new Administrative Assistant will start on Tuesday, October 3.

Thentia database is scheduled to migrate to a new version in November. Renewal preparation is underway.

AGM coming up October 26, 2023. Jacqueline Shortridge, Director of Professional Practice will attend in Thompson for a live viewing of the AGM.

Education Event is October 13, 2023 – please share widely with colleagues. Thank you to those who have volunteered.

Community Engagement

- Presentation with Island Lakes CFS – Barb and Jacqueline
- U of M Homecoming - Barb
- U of M Alumni Awards – Barb and Mary
- U of M orientation - Barb
- Meeting with CMU in October
- Member Book launch – Darin and Rikki
- Pikangikum Allied Health Services – Jacqueline
- Inner City SW program TRC event - Vicki

National Day for Truth and Reconciliation – TRC resources hub updated on website, land acknowledgement working group seeking new members, Barb attended the Reconciliation Run in Birtle, MB.

Seven Oaks School Social Workers – Barb met with Superintendent, Assistant Superintendent of Seven Oaks to educate on the important role of social workers in schools.

Issued open letter to political parties promoting regulation – no response to date.

Increase in both registration and complaints appeals. Thank you to Board members for participating in the appeals.

Barb attended the Registrars' Meeting in Saskatchewan – topics included labour mobility and registration practices, fees, workforce issues, cautions and counsels, cross-jurisdictional complaints.

CASW Code of Ethics revision is complete – a series of webinars will be offered. The Code of Ethics will be introduced formally in January. It will be the work of this board to determine if MCSW adopts this Code. Board members prompted to review to prepare for the discussion. Once the Code is determined, a future project is looking at the Standards of Practice.

MCSW staff attended the Canadian Network of Agencies for Regulation (CNAR) Conference in Vancouver. MCSW is a new member and looking to connect with Canadian regulators.

Barb and Jen are attending the ASWB Delegate Assembly in November. Barb is part of the Regulation and Standards Committee and brings the Canadian perspective.

A reminder to Board members that when MCSW staff are sending scheduling requests, please respond to all requests as quickly as possible to help move things along operationally.

b) Committee Reports

- Executive Committee
Report previously circulated.

- Nominating Committee
Student representative position vacant for 2023-2024 Board of Directors. 2 recommendations received, only 1 position available. A poll will be sent out for the board to vote on the student representative.

One public representative position is open to fill an unexpired term for 1 year. The other public representative position has been acclaimed by Wil Hedges, Lawyer. Discussion of what types of public representatives would be considered assets: other regulators, someone with a financial background, an elder or Indigenous community leader, a member of the newcomer or 2SLGBTQAI+ community.

Honorariums are provided to Elders providing guidance to the College. The strategic plan also includes EDI and Indigenous representation.

The board decided to put out a call for a public rep from the newcomer, Indigenous, 2SLGBTQAI+ population.

Voting closed for the member representative – Alex Sawatsky received the highest number of votes.

Full report previously circulated.

- Finance Committee
Report previously circulated.
- Registration Committee
Looking into increasing substantial equivalency application fee.
Report previously circulated.
- Continuing Competence Committee
Report previously circulated.
- Complaints Committee
Co-chairs terms are coming to an end. Wil can be considered as board liaison.
Report previously circulated.
- Inquiry Committee
Report previously circulated.
- Standards & Ethics Committee
Ethical decision-making core competencies will be part of Thompson presentation Oct 26, 2023
Report previously circulated.
- Land Acknowledgement Sub-Committee
Monique Lariviere from Treaty Commission of MB has joined the committee. Other new members include Michael Yellow Bird, Eveline Milliken, LeeAnne Deegan.
Report previously circulated.
- Strategic Planning Working Group
Report previously circulated.

- c) **CASW Report**
Salina attended her first CASW meeting in Ottawa last week. There are 4 new board members across the provinces attending CASW for the first time. Salina will join the EDI committee.

VII. Business Arising

a) **Confirmation of 2023-2024 President**

Be it resolved that Jennifer Meixner is elected as the 2023-2024 President of the Board of Directors. CARRIED.

b) **Strategic Plan – Working Group Members**

- **Final Content & Design**
Discussion of adding letter(s) to EDI, decision that EDI is overarching. A sense of belonging is included in the 7 sacred teachings.
- **Communication Plan**
Introduce strategic plan at AGM – Mary and Jen will present together. A webinar will follow

Be it resolved that the final 2023 – 2028 Strategic Plan is approved as presented. CARRIED.

c) **Governance Discussion Items**

- **Board Member Engagement**
Member events – important that members see their elected board.
- **Board Member Renumeration**
Tabled to next meeting when public reps are present.
- **Renewed Code of Conduct**

VIII. New Business

a) **Glenn Drover National Award for Outstanding Service**

The Board can put forward a name as a partner organization.

b) **Scholarship Policy Revisions**

New requirement that member must be registered for 2 years before applying.

Be it resolved that the revisions to the Scholarship Policy are approved as presented. CARRIED.

c) **CCP Compliance Resolution Policy revisions**

Change is due to members who did not finish CCP requirements at renewal – reviews can be initiated at any time not just at renewal.

Be it resolved that the revisions to the CCP Compliance Resolution Policy are approved as presented. CARRIED.

d) **Topics and Trends in Social Work**

Manitoba Housing does not have accessible housing in their portfolio. To be discussed at next meeting along with guideline.

e) **Legislation and By-Law Committee**

Legislation currently states title Social Worker is limited to those in the Practicing category only. Retired members cannot say they are a retired social worker. Ontario created a retired social worker category. The public needs to understand if a member is eligible to practice. Barb will gather data to see what other jurisdictions have done will bring it to future meeting.

Barb will bring new Terms of Reference for this committee to next meeting.

IX. ASWB Exam Analysis Discussion and Presentation

- ASWB Exam Analysis Summary
Questions were sent to ASWB in advance. The questions are not exhaustive, questions may still arise.
- ASWB Presentation – Stacey Hardy-Chandler, CEO ASWB
Reviewed structure of ASWB – elected board of directors. 11 directors and 3 are Canadian. 64 regulatory state boards and provincial colleges. 72 appointments made, 18 were Canadians, 3 were indigenous.
 - Practice analysis completed in 2017: of 32,077 responses, 9520 registered in Canada. Statistical comparisons indicated minimal differences in ratings between Canada and US.
 - Exams developed by 20 ASWB staff out of 49 staff total.
 - Does ASWB employ Canadians? Prior to the pandemic, 100% of staff are residents of Virginia. Post-pandemic with hybrid work options, more are employed outside of Virginia
 - Item development consultants are paid by ASWB as contractors with demonstrated exam expertise in social work
 - 65 volunteers, 90 item writers (people who are social workers developing questions.) ASWB staff do not write exam questions. ASWB exam committees each have one Canadian member.
 - Item writers are listed in a yearbook on ASWB website. Diverse group of item writers representing a wide variety in the profession, including Canadian item writers.
 - 4 different types of exams all with the same structure. 170 questions, 150 scored with 20 pre-tested. 4 option multiple choice with 3 option questions launched in January 2023 with the same 4 hour time limit.
 - Universal pass score no matter where you take the exam
 - Items are randomly administered – questions numbers will be different for each exam taker.
 - Multiple forms of exam are rotated quarterly.
 - Computer-delivered at centers across the US and Canada. Accommodations can be made a test-site.
 - 2024 new vendor administering exam – PSI. Exploring remotely proctored exams.
 - Exams estimated to be at 10th grade reading level. Item writers receive training in best practices. 7 Item Development Consultants reviews items written by Item Writers. If item accepted, it goes to ASWB Examination Committee followed by pre-testing. When something is accepted it does not go on scored portion of the test. It is monitored as a pre-testing item to start. If good statistics and consistent across self-reported demographics it will be added as a scored item. If poor statistics it is flagged and deleted.
 - Outcome disparities do not start in the exam room. They start in schools.
 - Social Work Workforce Coalition – Thunderbird Circle no longer a part of coalition.
 - Social Work Census – next one takes place next year. Practice Analysis Task Force will be leading the next Census. Of 33 members, 6 are Canadian and 4 identify as Indigenous.
 - Plan to understand social workers and their affiliates
 - Next exam blueprint will be developed from the data

- Full suite of resources geared towards educators online.
- Webinar series offered in December 2022, February 2023 and June 2023 discussing the exam.
- Test mastery mindset support – if someone does not pass the test they are offered to take a program.
- 2022 report published on pass rate analysis:
 - o Board voted to compile reports and publish data through a report, interactive map of pass rates, and social work schools and programs reports.
 - o Manitoba data: Bachelors exam first time pass rate 90.9%
- What we can do: encourage social workers to participate in ASWB initiatives; encourage members to complete census; go to the source for information; support future research to provide context to the 2022 descriptive data.

Q: What are the risks/challenges to having an International versus a national exam? Would there be value in developing a specific exam for Canadian exam writers?

- Exam is international. A Canadian specific exam is being looked at particularly in French. More to it than translation of words. Will happen from practice analysis in March of 2024.

Q: Does ASWB have or would they consider a Canadian chapter of ASWB or a Canadian sub-committee to ensure that the exam and ASWB policies and procedures are relevant to Canadians?

- Operational serving larger organization of members. Would have to be an emerging request from members, voted on at delegate assembly.

Q: Why have pass rates remained consistent for Caucasian exam writers and inconsistent for those who are Indigenous? Why is the rate of Indigenous test takers at a low 1%?

- ASWB requires additional research into this question. They don't know what brings people to the test experience. ASWB wants to know the answer and is investing in the research.

Q: How is the exam writer compensated by ASWB? Costs to College?

- Exam writers are compensated by ASWB.
- Costs to College include ASWB membership fees. Candidates pay ASWB directly to write the exam.
- Some schools pay for their students to write exam.

Q: Do you need to consider accessibility laws in Canada:

- Yes, they consider all accessibility laws by jurisdiction.

Q: In moving from Pearson Vue to PSI, Manitoba does not have a PSI site. We currently use exam for Booth grads and Substantial Equivalency. How will this be resolved?

- PSI has to ensure that they have at least one test site in each jurisdiction. There is one planned for Winnipeg. Mobile sites are also a possibility. Plan to offer secure remote proctoring for accessibility next year 2024.

Additional questions can be submitted to exam@aswb.org at any time.

Board noted that the issues that have come up don't seem to be impacting the Manitoba students that write the exam. Suggestion to share opportunities to join ASWB as item writers.

Adjournment of Board Meeting 2:30 PM