

**College of Vocational Rehabilitation Professionals  
BOD MEETING MINUTES Draft**

<b>Meeting:</b>	Board of Directors	<b>Meeting Date:</b>	Wednesday September 30, 2015
<b>Meeting Facilitator:</b>	Sean FitzGerald	<b>Time schedule:</b>	11:00am EST
<b>Attendees:</b>	Roselle Piccininni Susan Allardyce Thea Aldrich Kelvin Brown Warren Comeau Dennis Shaw Sharon Smith Sandra Preeper Neil Pierce Janice Ray, Registrar	<b>Absent:</b> Dr. Jody Hawley Jac Quinlan Ravi Persaud, VRA Liaison	<b>Note Taker:</b> Amber Capotosto
<b>Item</b>	<b>Summary</b>		<b>Action Item Date of Completion</b>
<b>Call To Order</b>	The meeting was called to order by Sean FitzGerald at 11:08 AM		
<b>Roll Call Declaration of Conflict of Interest</b>	Roll call completed. No conflict of interest declared.		
<b>Approval of Agenda</b>	No objections; Agenda approved. Motion to approve the agenda as tabled by Warren Comeau and seconded by Dennis Shaw		
<b>Approval of Minutes</b>	<p>1) BOD Meeting Minutes June 17, 2015 &amp; June 24, 2015 – Reviewed</p> <p><b>Motion:</b> Moved by Sandra Preeper.to approve the BOD meeting minutes from June 17, 2015 to include the changes as discussed; seconded by Warren Comeau. <b>Vote; So carried.</b></p> <p><b>Motion:</b> Moved by Dennis Shaw.to approve the BOD meeting minutes from June 24th, 2015 to include the changes as discussed; seconded by Neil Pierce. <b>Vote; So carried.</b></p>		
<b>Review of Action Items</b>	a) Review of Action Items from June 24, 2015 – Reviewed	<p><b>Action:</b> Janice Ray post the feedback from Sandra Preeper and Thea Aldrich re: VRA.</p> <p><b>Action:</b> Janice and Dennis Shaw to discuss (Oct. 1<sup>st</sup> or Oct. 2<sup>nd</sup>) potential networking opportunities in BC</p>	
<b>President's Report</b>	<p>a) VRA Liaison - deferred to next meeting</p> <p>b) IRPP Report: Leaving Some Behind – September 3, 2015 <b>Discussion:</b> Neil Pierce – provided the Board with an overview of the above-noted report and that the Multiple Sclerosis Society of Canada and Canadian Caregiver Coalition are supportive of the recommendations in the Institute for Research on Public Policy (IRPP)'s report, titled "<i>Leaving Some Behind: What Happens When Workers Get Sick.</i>" "The report highlights the need for a fundamental renewal of Canada's income, disability and</p>		

employment support system and calls on the federal government, and roundtable participants to champion the renewal.” Neil noted to the Board that the “ the sponsor-NGOs and nearly 90 partner organizations will work closely with the federal government and roundtable participants to ensure no one who has a serious illness or disability, chronic or episodic, who needs supports is left behind”. Neill also noted that this as a good opportunity to reshape the programs for Public and Private Workforce and become unified.

Need to encourage the support of part time workers and the need to harmonize approaches between Public and Private Workforce Systems. The report recommendations will be brought forward to the Federal Government after the election.

Janice Ray – Can CVRP be part of the 90 charitable organizations involved.

Sandra Preeper – from a communication standpoint we can send out a supportive communication to CVRP registrants

Dennis Shaw– but before we have a do a communication blast we need to be ready to have a communication strategy for response.

Janice Ray – we may want to have a motion that the Board will agreed to support this initiative.

Dennis Shaw – support a consistent definition to cover disabilities. Sandra Preeper and Dennis Shaw – will work with Neil Pierce and Warren Comeau to support this and potentially participate in any future round table, etc.,

**Motion:** to support the paper and the initiatives arising from the research as presented by Neil Pierce and to engage in working toward the development of a consistent definition to cover the disabilities

**Moved by** Warren Comeau; **seconded by:** Dennis Shaw.

**Vote; So carried.**

c) CVRP/CAVEWAS Ad Hoc Development Committee

- 1) Grandfathering CCVE– Open
- 2) Grandfathering CCVE (Cohort 1) Policy posted for review

**Motion:** to approve the CCVE Cohort 1 Grandfathering Policy as posted

**Moved by:** Sharon Smith; **seconded by** Sue Allardyce.

**Vote; So carried**

- 3) Grandfathering CCVE (Cohort 2) – To be ready by December

- 4) CCVE Registrants & Application Committee - Peer Review Subcommittee

Are processing CCVE grandfather applications.

Janice Ray to post an announcement to clarify that present CVRP Registrants who apply for the CCVE will only pay the \$200.00 application and processing fee. The other \$200.00 is assessed for CAVEWAS new registrants as the annual registration fee.

New CCVE's will be volunteering and trained for the Peer-review subcommittee to process of new applicants.

**Action:** Sandra will present the paper, et.al. at the Oct 5<sup>th</sup> Communication Committee meeting for composing an announcement to CVRP Registrants

	<p>d) Credential Re-Classification Proposal –  <b>Motion:</b> to approve the CVRP Re-Classification Policy be accepted by the Board as posted  <b>Moved by</b> Sharon Smith, <b>seconded by</b> Sandra Preeper  <b>Vote; So carried.</b></p> <p>The communication committee will be asked to work on an announcement for the re-classification of the credentials</p> <p>e) Director Nominations for AGM 2015 is Roselle Piccininni  Discussion:  Sean FitzGerald encouraged all Board Directors, whose term is up this AGM to please stay for another term and get their nomination forms into the CVRP office.  2015 Nominations and Election Procedure was discussed, including the AGM agenda.</p> <p><b>Motion:</b> to approve the recommended change to the 2015 nominations and election procedure reducing the time to two month prior to the AGM to form the nomination committee.  <b>Moved by</b> Sandra Preeper; <b>seconded by</b> Dennis Shaw.  <b>Vote; So carried.</b></p>	<p><b>Action:</b> Janice to post nomination form.</p>
<b>Executive Directors Report</b>	<p>a) Financial Statements Updates  Financials – discussed; tabled to next meeting.</p> <p>b) CVRP Administration Updates</p> <p>c) CVRP Policy Revisions for CCVE and credentials re-classification</p> <p>d) Examination Updates  Discussion:  Millcroft examination retreat is going to be from Feb 25 to Feb 28, 2016. It will be a blend of CCVE and CVRP examination.</p> <p>e) New Online Course Module Updates – good access and usage</p> <p><b>Motion:</b> to accept Janice Ray’s Registrar report  <b>Moved by</b> Dennis Shaw; <b>seconded by</b> Warren Comeau.  <b>Vote; So carried.</b></p>	<p><b>Action –</b> Sean FitzGerald and Roselle Piccininni working on a Contract for Registrar position.</p>
<b>Standing Committee Reports</b>	<p>a) Registration – Sharon Smith – report as posted online</p> <p>b) Complaints – NA</p> <p>c) Communications – Sandra Preeper – report as posted online  Terms of Reference as posted online</p> <p><b>Motion:</b> to accept the Terms of Reference for the communications committee as posted online, including the change of 3-7 members on the committee and aspiring to include regional representation across Canada.</p> <p><b>Moved by</b> Sandra Preeper; <b>seconded by</b> Dennis Shaw.  <b>Vote; So carried</b></p> <p>d) Fitness to Practice – NA</p>	<p><b>Action:</b> Sandra Preeper and Communication Committee are going to work on a draft of website revisions/update and present to next board meeting on November 4th.</p>
<b>Meeting Adjournment</b>	Motion to adjourn the meeting by Warren Comeau 12:28 pm	
<b>Next Meeting</b>	November 4, 2015 at 11AM (EST)	