



BOARD OF DIRECTORS MEETING
November 8-9, 2008
Ottawa, Ontario

Attending:

Catherine Lee, President, presiding and Director responsible for Public Policy
 Thomas Hadjistavropoulos, Past President, Director responsible for Administration
 Martin Antony, President-elect and Director responsible for Education and Training
 Peter Bieling, Director Responsible for Publications
 Nicole Aubé, Director Responsible for Private Practice
 David Dozois, Director Responsible for Scientific Affairs and Membership
 Jennifer Frain, Director Representing CPAP
 Peter Graf, Director responsible for Convention
 Juanita Mureika, Director Responsible for Sections
 Lorne Sexton, Director responsible for Professional Affairs
 Kelly Smith, Director representing Students

Regret:

Keith Dobson, Director Representing CCDP

Invited observer: Craig Turner, Representative of the Canadian Register of Health Service Providers in Psychology (CRHSP)
 Nicola Wright, Representative of the Canadian Council of Professional Psychology Programs (CCPPP)

CPA Staff:

Present without a vote

Karen Cohen, Executive Director
 Marie-Christine Pearson, Director of Administration and Recording Secretary

	Action	Responsible	Timeframe	Accomplished
1	1. Approval of Agenda MOTION (Dozois/Mureika) to approve the agenda			Passed 08/11/08
2	1.2 Consent Agenda MOTION			

	(Bieling/Aubé) to approve the consent agenda as follow:			Passed 08/11/08
	<p>3.1 Appointment of CJEP Editor Rationale: Two excellent nominees for incoming editor were reviewed by the executive of CSBBCS and the CPA publications committee. A recommendation was made from CSBBCS that was also approved by the publications committee.</p> <p>MOTION 1 That Dr. Doug Mewhort from Queen's University be appointed as incoming Editor for a 4-year term (2010-2013)</p> <p>***ACTION***To send a letter to Dr. Mewhort to inform him of his appointment.</p> <p>***ACTION***To send a letter to the unsuccessful candidate.</p>	President President	November 2008 November 2008	Passed 08/11/08 Done Done
	<p>3.2 CPA-CPAF Social Event Rationale: The CPA foundation has limited sources of income. The CPA Board has reached agreement via email correspondence that the Annual CPA social event be combined with CPAF fundraising.</p> <p>MOTION 2 That the CPA charge \$20.00 extra (i.e., over and above what is needed to cover costs) for each ticket sold for its annual social events and that the \$20.00 extra for each ticket be passed on to the CPA Foundation. It is also moved that the CPA will work with the CPAF to issue charitable donation receipts for this extra portion of the ticket.</p> <p>***ACTION***To inform the Convention Department about the Board decision</p>	Past-President Chair of Convention	November 2008	Passed 08/11/08 Done
	<p>3.4 Universal Declaration of Ethical Principles for Psychologists MOTION 4 That the Universal Declaration of Ethical Principles for Psychologists be ratified by the CPA Board of Directors as</p>			Passed 08/11/08

	<p>recommended by the Committee on International Relations.</p> <p>***ACTION***To send a letter to Dr. Janel Gauthier regarding the Board decision.</p> <p>***ACTION***To post it on the CPA Website</p>	<p>President</p> <p>Director of Communications</p>	<p>November 2008</p>	<p>Done</p>
	<p>3.8 Committee on Ethics Membership</p> <p>Rationale: As specified in the CPA By-Law VIII.1.k.i, 'Members of C.O.E. shall be appointed annually by the Board of Directors'.</p> <p>MOTION 8 That the CPA Board of Directors approves the composition of the Committee on Ethics for 2008-2009 as recommended by the Committee</p>			<p>Passed 08/11/08</p>
2	<p>2. Approval of Records of Decisions</p> <p>2.1 June 9-10, 2008 MOTION (Graf/Frain) That the Record of Decisions of June 9-10, 2008 be approved.</p> <p>2.2 June 15, 2008 MOTION (Dozois/Antony) that the Record of Decisions of June 15, 2008 be approved as amended.</p> <p>2.3 Motions voted by Email MOTION (Aubé/Graf) That the motions voted by email be received</p>			<p>Passed 08/11/08</p> <p>Passed 08/11/08</p> <p>Passed 08/11/08</p>
3	<p>3.5 CPA Public Policy Guidelines</p> <p>Rationale: Following email discussions in July 2008, the Board agreed to table the motion to approve the CPA Guidelines for Policy Statements until the November 2008 Board meeting.</p> <p>MOTION (Mureika) that the CPA Guidelines for Policy Statements be approved as recommended by the Committee on Public Policy.</p>			<p>Tabled</p>

	<p>MOTION (Hadjistavropoulos) that the previous motion be tabled</p> <p>***ACTION***To amend and bring the new guidelines to the board for email consultation</p>	<p>Karen Cohen, Catherine Lee and Juanita Mureika</p>	<p>January 2009</p>	<p>Passed 08/11/08</p> <p>A motion was approved by email 22/11/08</p>
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4	<p>3.6 Ethical Guidelines for Supervision</p> <p>Rationale: These Guidelines are a response by the CPA Committee on Ethics to repeated comments by CPA members of the need to develop ethical guidelines for supervisory activities in psychology. In June 2008, the CPA Board approved the posting of the draft document on the website for a period of 90 days in order for CPA members and other interested parties to comment, or to suggest revisions, prior to the Board considering adoption of the guidelines. The sub-committee chaired by Jean Pettifor made final changes based on the consultation period.</p> <p>MOTION (Graf) that the Ethical Guidelines for Supervision in Psychology: Teaching, research, Practice and Administration be approved as recommended by the Committee on Ethics.</p> <p>MOTION (Graf/Mureika) that the motion be tabled until the February 2009 meeting.</p> <p>***ACTION*** To send comments to Executive Director. ***ACTION*** Executive Director to communicate with Drs. Sinclair and Pettifor the recommendation that the guidelines address the supervisor's gatekeeper role in greater detail, and that a few prototypical vignettes (not based on actual cases) be included with greater information on ethical decision-making with respect to each vignette.</p>	Board Members Executive Director	November 14	Tabled Passed 08/11/08 Done
5	<p>3.7 Third Party Observers</p> <p>Rationale: A social facilitation effect occurs during both direct (in person) observation and during audio and videotape recording and / or transmission and thus potentially invalidates neuropsychological and or general psychological assessments. The policy is requested by Clinical Neuropsychology as requests are made by interested third parties to observe assessments such as in</p>			

	<p>cases involving litigation.</p> <p>MOTION (Sexton) Practice Recommendation: It is not permissible for involved third parties to be physically or electronically present during the course of a neuropsychological evaluation of a plaintiff, except in rare extenuating circumstances to be determined by the assessing psychologist, based on their clinical judgment and expertise.</p> <p><i>And/or</i></p> <p>Practice Recommendation: It is not permissible for involved third parties to be physically or electronically present during the course of a psychological evaluation, except in rare extenuating circumstances to be determined by the assessing psychologist, based on their clinical judgment and expertise.</p> <p>MOTION (Sexton/Aubé) To table the motion and forward the document to the Professional Affairs Committee for review in consultation with the originators. These recommendations to be forwarded to CPA Legal Adviser and presented to the February 2009 Board meeting</p> <p>***ACTION***</p>	<p>Chair of Professional Affairs</p>		<p>Tabled</p> <p>Passed 08/11/08</p>
6	<p>3.9 Policy Statement on Gender Identity</p> <p>Rationale: The Board made a request to the CPA Section on Sexual Orientation and Gender Identity issues (SOGII) to prepare of policy statement on gender identity.</p> <p>***ACTION***To ask the Section on Sexual Orientation and Gender Identity (SOGII) to review and comment the APA report.</p> <p>***ACTION***To organize a teleconference between the President, the Executive Director and the Chair of SOGII</p> <p>Suggested that it be evidence-based.</p>	<p>Executive Director</p> <p>Executive Director</p>	<p>November 2008</p> <p>November 2008</p>	<p>Done</p> <p>Done</p>

	The Board agreed that the content of the rationale is problematic (item 12)			
7	<p>3.10 CPA/CPAP Relations Proposal</p> <p>MOTION (Frain/Hadjistavropoulos) That CPA Board of Directors approves in principle the development of a practice directorate linked to a firm commitment for a science directorate with a membership sampled survey.</p> <p>***ACTION*** Membership survey to be send through CPA News inviting comments on what kind of activities the directorate should deliver.</p>	???		Passed 08/11/08
8	<p>4. Finance</p> <p>4.0 CPA surplus to the CPAF Foundation Rationale: The CPA foundation has limited sources of income and there is precedent for organisations such as CPA to be donating to their foundations. CPA is fiscally healthy and has a large accumulated contingency fund. The foundation, in my opinion, would not be viable unless new sources of income are identified.</p> <p>MOTION (Hadjistavropoulos/Dozois) That the CPA donate to the foundation 15% of any accumulated annual budget surpluses.</p> <p>4.1 2008 Year-to-date MOTION (Bieling/Aubé) That the 2008 Year-to-date financial statements be received.</p> <p>4.2 2009 Budget</p> <p>***ACTION*** Journals Table of contents to be sent to the membership as soon as available.</p>			<p>Passed 08/11/08</p> <p>Passed 08/11/08</p> <p>Done</p>
		Head Office	Starting November 2009	

	<p>***ACTION***To put some money for promotion and redesign of Psynopsis</p> <p>***ACTION***To provide figures for overestimation for the convention schedule (Need to increase our projections)</p> <p>***ACTION***To add \$350 allocation to Convention Committee.</p> <p>***ACTION***To increase CPA Professional Affairs Committees allocations to \$750</p> <p>***ACTION***Issue to be discussed at the February 2009 meeting : What do we do with the 50% of the Surplus?</p> <p>Suggested to increase the anticipated membership revenue to 4 to 5 k.</p> <p>MOTION (Hadjistavropoulos/Antony) That the Executive Director be awarded a \$1K bonus in 2008.</p> <p>***ACTION***The Board directs the Executive Director to make adjustments and come back to Board with the new budget.</p> <p>***ACTION***To check what the other organizations do about bonuses and COLA.</p> <p>MOTION (Frain/Dozois) That the Board of Directors directs the Executive Director to revise the budget and submit the revised version to the Finance Committee.</p>	<p>Executive Director</p> <p>Executive Director</p> <p>Financial Coordinator</p> <p>Executive Director</p> <p>Director of Administration</p> <p>Executive Director</p> <p>Executive Director and Director of Administration</p>	<p>January 2009</p>	<p>Done</p> <p>Done</p> <p>Done</p> <p>Done</p> <p>Done</p> <p>Passed 08/11/08</p> <p>Passed 08/11/08</p>
9	2.1 3 Confidentiality policy			

	<p>***ACTION***To send comments to the Executive Directors regarding the two draft policy documents.</p> <p>2.1.4 Psychologist Award</p> <p>***ACTION***Comments regarding the Psychologist Award to be sent to the Executive Director.</p>	<p>Board Members</p> <p>Board Members</p>	<p>November 21</p> <p>November 21</p>	<p>Done</p>
10	<p>2.1.5 Section Listserves</p> <p>MOTION (Sexton/Bieling) As membership in a CPA Section, and participation in CPA Section Listserv and other communication are major benefits of professional psychologists' membership in CPA, CPA Sections membership and Listserv access and use are restricted to CPA Members.</p> <p>MOTION (Bieling/Doizois) that the previous motion be tabled</p>			<p>Tabled</p> <p>Passed 09/11/08</p>
11	<p>3.1.3 Canadian Council of Professional Psychology Programs</p> <p>***ACTION***To contact Dr. Sandra Clark to invite her to attend the February 2009 Board meeting in Vancouver.</p>	<p>Director of Administration</p>	<p>December 2008</p>	
12	<p>3.2.9 Public Information and Communications The Public Information and Communications Committee has not been active for many years and with the new position at CPA Head Office of Director of Communications and Stakeholder Relations this Committee has no raison d'être</p> <p>MOTION (Mureika/Doizois) that the CPA Committee on Public Information and Communications be abolished</p> <p>***ACTION***To delete the committee from the CPA Committee list</p>	<p>Director of Administration</p>		<p>Passed 09/11/08</p>

13	<p>2.1.2 CPA Historian</p> <p>***ACTION***To prepare a request for proposal (RFP) to be posted on the CPA web site, to circulate it to CCDP and to publish it in the Winter issue of Psynopsis.</p> <p>Suggested to go contract by contract and the first assignment would be to take care of the boxes. May need directions from an expert first.</p>	Executive Director	November 21	
14	<p>2.1.6 Mission Congo MOTION (Aubé/Frain) That the Mission Congo project be abolished.</p>			Passed 09/11/08
	<p>3.2.1 Convention</p> <p>***ACTION*** to send a letter of invitation to All CPA Fellows for the Convention</p> <p>ACTION to determine the locations after Toronto</p> <p>Suggested that newly elected fellows be invited to present at the convention possibly in 2009.</p>	<p>Convention Chair and CPA head office</p> <p>Convention Chair and Convention Manager</p>	November 2008	Done
15	<p>3.2.2.1 Planning a career in Psychology</p> <p>***ACTION***To finalize the revision</p>	Executive Director	December 2008	Done
16	<p>3.2.5.1 Private Practitioner Survey</p> <p>Suggested to find a speaker to talk about retirement during the convention.</p> <p>***ACTION***To write an article in Psynopsis about university libraries access</p> <p>***ACTION***To contact Dr. Dobson regarding a letter on libraries access to be sent to CCDP</p> <p>***ACTION***An article on test publishers to be published in the Winter Issue of Psynopsis.</p>	<p>Executive Director</p> <p>Executive Director</p> <p>Dr. Aubé</p> <p>Executive Director</p>		Done

17	<p>3.2.7 Publications 3.2.7.1 CPA Press</p> <p>MOTION (Bieling/Hadjistavropoulos) To approve the idea of forming an ad hoc Committee to examine CPA Press proposals. This Committee to be composed of a maximum of three people for a one year term, chaired by the Publications Committee Chair and the Executive Director as ex officio.</p> <p>***ACTION**To put this item on the February 2009 agenda.</p>	Director of Administration	January 2009	<p>Passed 09/11/08</p> <p>Done</p>
18	<p>3.2.13 Fellows and Awards 3.2.13.1 Awards Policy</p> <p>MOTION (Dozois/Graf) that the Board of Directors directs the Committee on Fellows and Awards to examine the issue that Awards recipients have to be member of CPA.</p> <p>Extension of Deadline</p> <p>At the deadline of October 15th, there were four CPA awards for which no nominations were received. The Board of Directors agreed to extend the deadline for these four awards until November 25th.</p> <ol style="list-style-type: none"> 1) Award for Distinguished Lifetime Service to the Canadian Psychological Association 2) CPA Humanitarian Award 3) John C. Service Member of the Year Award 4) CPA Distinguished Practitioner Award <p>***ACTION***To sent a CPA News to inform the CPA membership about the extended deadline</p>	Chair of Committee on Fellows and Awards and Director of Administration	November 2008	Done
19	3.2.14 By-Laws , Rules and Procedures			

	<p>3.2. 14.1 Board Seat reserved for an experimental psychologist MOTION (Hadjistavropoulos/Frain) That the Board of Directors directs the Committee on By-Laws, Rules and Procedures to prepare a by-law amendment for a permanent seat for an experimental psychologist for the February 2009 Board meeting.</p> <p>***ACTION***To prepare a proposed By-Law amendment for Board approval.</p>	Chair of By-Laws, Rules and Procedures	February 2009	<p>Passed 09/11/08</p> <p>Done</p>
20	<p>4.1.1 Ambassador Program</p> <p>***ACTION***A template or a PDF poster to be distributed to departments to encourage them to participate in the Ambassador Program.</p>	Executive Director and Director of Administration	December 2008	
21	<p>5. Adjournment (Antony/Sexton) that the meeting of the Board of Directors be adjourned at 11:30 am</p>			Passed 09/11/08

Director of Administration
November 2008