

CPA - Counselling Psychology Executive Meeting – Minutes

February 23 (Friday) 2024 at 11 am (Mountain Time)/10 am (Pacific Time)/1 pm (Eastern Time)

Present: Allison Foskett (chair), Houyuan Luo (past-chair), Katie Bradley (member-at-large: convention coordinator), Sonya Flessati (member-at-large: awards coordinator), Jon Woodend (secretary/treasurer); Thomas Qiao (student representative); Janet Miller (newsletter editor).

Regrets: None.

Item	Action	Person(s) Responsible
<p>1. Approval of Agenda and Minutes from Last meeting</p> <ul style="list-style-type: none"> a. Called to approve agenda: Motion passed b. Approval of Jan 2024 minutes: Approved 	<p>Upload approved minutes</p>	<p>Jon</p>
<p>2. Budget Planning</p> <ul style="list-style-type: none"> a. Budget updates: waiting on fee updates from CPA head office b. Consideration of increasing hourly rate paid to RAs given inflation? <ul style="list-style-type: none"> i. Currently at \$25/hour for 80 hours in the year ii. Based on projected budget surplus, accepted tentative proposal to increase rate to \$28/hour to reflect inflation and fair wages, as well as increase to number of hours to 100 iii. Finalization of increases pending membership fees update from CPA head office 	<p>Await membership fees</p>	<p>Jon</p>

<p>3. Possible Nominations for Chair Elect</p> <ul style="list-style-type: none"> a. Any leads/ideas? <ul style="list-style-type: none"> i. Consider potential executive members for current position but also long-term leadership planning b. Do they need to be a psychologist? <ul style="list-style-type: none"> i. All recent past Chairs have all been (counselling) psychologists ii. Consider putting this to a vote at the AGM to consider formalizing requirements 	<p>Consider invitations for potential future executive members</p> <p>Consult up with by-laws</p>	<p>Everyone</p> <p>Allison</p>
<p>4. Webinars - Updates</p> <ul style="list-style-type: none"> a. Updates (Dr. Sarah Nutter’s webinar on Weight Stigma confirmed for April 15th at 3pm PT - for CE credits) b. Dr. Reena Chopra has agreed to provide a webinar on disability documentation – details to be finalized c. Posters and newsletter articles for upcoming webinars 	<p>Follow up with Dr Chopra</p> <p>Create listserv email and newsletter article</p>	<p>Houyuan</p> <p>Allison/Janet</p>
<p>5. CPA 2024 Ottawa (Jun 21-23rd at Westin)</p> <ul style="list-style-type: none"> a. Updates? b. Allison to attend section chairs meeting next week for updates 		

<ul style="list-style-type: none"> c. Request made to Kathy to have poster session on June 21st d. Other conference planning e. Registration opens 26th February 	Register for convention	Everyone
<p>6. CPA Workgroup</p> <ul style="list-style-type: none"> a. Updates? b. None at this time 		
<p>7. Student Representative – Research Project</p> <ul style="list-style-type: none"> a. Updates? <ul style="list-style-type: none"> i. Ethics application going in through Mount Royal University to prepare for project inviting perspectives from current masters/doctoral students in Canadian counselling psychology programs 	Complete ethics application	Thomas/Janet
<p>8. Chair – Research Project – CP Definition</p> <ul style="list-style-type: none"> a. Updates b. Considering who to reach out to support diverse membership 	Consult with co-leaders	Allison
<p>9. Awards</p> <ul style="list-style-type: none"> a. Dr. Gina Wong’s nomination for CPA Award for Public, Community Service and Human Rights and Social Justice in Psychology has been submitted. 		

11. Date for Next Meeting & Adjournment a. 19 th April at 11 am MT via Zoom	Send Zoom link	Jon

Minutes prepared by: Jon Woodend