

College of Vocational Rehabilitation Professionals
BOD MEETING MINUTES

Meeting:	Board of Directors	Meeting Date:	January 25, 2014
Meeting Facilitator:	Roselle Piccininni	Time schedule:	12:00 p.m.
Attendees:	Kelvin Brown Warren Comeau Sean Fitzgerald Tricia Gueulette Jody Hawley Gail Kovacs Neil Pierce Sandra Preeper Jac Quinlan Dennis Shaw Sharon Smith (by Phone) Janice Ray Thea Aldrich	Absent: Darlene Bailey	Note Taker: Thea Aldrich Guests: Elyse Sunshine Corinne Rivers
Item	Summary		Action Item Date of Completion
Call To Order	The meeting was called to order by Roselle Piccininni at 12:15 p.m. EST		
Roll Call Declaration of Conflict of Interest	Roll Call completed. Conflict of Interest declared: <ul style="list-style-type: none"> - Warren stated that he and Sean are both Board members of VRA Atlantic; Is this a Conflict of Interest? Corinne (legal counsel) advised that it was not - Gail declared that her company is doing some work on a project for New Canadians in partnership with VRA (NIDMAR training); Corinne advised that this is not relevant to Gail's work on the College - Therefore, no conflicts of interest were declared 		
Approval of Agenda	Approved by Warren Jodi seconded		
Approval of Minutes	a) BOD Minutes on October 30, 2013 <ul style="list-style-type: none"> - No additions/revisions - Approved by Jodi; Seconded by Roselle b) Executive Meeting Minutes on December 5, 2013 <ul style="list-style-type: none"> - Approved by Jodi; Seconded by Roselle 		
Review of Action Items	a) Review of Action Items from October 30, 2013 <ul style="list-style-type: none"> - Governance Training - - Discussion occurred in re: insurance options - Members must have insurance, but optional in re: where they get it. <ul style="list-style-type: none"> - Call Work Safe BC to see about further promotion and get 		<ul style="list-style-type: none"> - Janice to put together a "toolbox" and place on web-site for reference - Janice to provide Gail (and Warren) with some detail on this - Gail (or Warran) to speak with the affected member(s) so that this issue can be raised with VRA for possible resolution by them

	<p>back to CVRP – brought forward</p> <ul style="list-style-type: none"> - Can Work Safe BC host the exam(s) in Vancouver for free – brought forward - Communication needs to be developed of pro and cons having a working document to show a message of having self-regulated vs. government regulated – brought forward <p>b) Review of Action Items from December 5, 2013</p> <ul style="list-style-type: none"> - Oath of a Director - Gail will be asked to follow up on letter re: regulation worked on in Champion meetings – carried forward - New CEU Policy – carried forward 	<ul style="list-style-type: none"> - Jac to call Work Safe BC (Chris) – Action brought forward - Dennis and Jodi to look into feasibility of space - Roselle and Janice to develop Communication Committee - Everyone to sign, crossing out Oath and replacing with Declaration, initialling Declaration (completed at meeting and submitted to Janice) - Carried forward; Gail to follow up - Carried forward; to be reviewed by Registration Committee
<p>President's Report</p>	<p>a) Next Steps from Training Session</p> <ul style="list-style-type: none"> - Tricia made motion for Warren to join Gail in representing CVRP in discussions with VRA and Sean to be a back-up - Seconded by Sean - Approved - Gail made a motion to accept the Letter of Intent she authored and ask President to sign it - Sandra seconded - Approved - Jodi made a motion to separate Scope of Practice from remainder of document and that values “Honesty” and “Integrity” be added to the Values Statement in the introduction of the original document to ensure that this is compatible with the VRA code - Roselle seconded <p>b) Executive Committee – President Elect & Treasurer vacancies</p> <ul style="list-style-type: none"> - By consensus the BOD agreed to defer to next meeting <p>b) Operating Structure and Operational Review of the College</p> <ul style="list-style-type: none"> - Motion by Tricia to ask Standing Committees to review and complete procedures respective to their own committees - Seconded by Roselle - Motion by Roselle to strike Operational Review Committee composed of Trisha, Neil, Sandra and Sean - Seconded by Dennis 	<ul style="list-style-type: none"> - Warren to join Gail as CVRP Representative to meet with VRA and resolve issues; Sean as back-up support - Gail to present to Leslie for signature first, then Roselle will sign - Janice to make changes - Teleconference March 6 @ 1:00 p.m. EST to discuss - To be completed by March 31, 2014 - To be completed by March 31, 2014

	<p>d) CVRP E&O Policy – LMS ProLink e) Educational Links</p>	d) & e) Deferred to Next BOD Meeting
Executive Directors Report	<p>a) Financial Updates b) Financial Projection Analysis c) Committee Status/Chairs and Duties d) Membership/Renewal Status e) Website f) Examination Retreat – February 27 to March 2, 2014</p>	Deferred to Next BOD Meeting
Standing Committee Reports	<p>a) Registration b) Complaints c) Professional Practice d) Discipline e) Fitness to Practice f) Communications g) Research and Development</p> <p>Nothing to report</p>	Deferred to Next BOD Meeting
VRA Canada Liaison Report	<p>VRA Canada Liaison Report, given by Sharon Smith Not completed</p>	Deferred to Next BOD Meeting
New Business	<p>- Discussion of Angela's Letter of Resignation and explanation of items</p>	
Meeting Adjournment	<p>Roselle moved that meeting be adjourned at 3:40 p.m.</p>	
Next Meeting	<p>March 6, 2014 @ 1:00 p.m. EST via teleconference</p>	