

## **CSAM-SMCA Executive Meeting**

Thursday, September 8, 2021

6:00pm – 7:00pm (MST)

### **Minutes**

Present: J. Brasch    M. Willows    P. Sobey    D. Martell    B. Hebert (recorder)

1. Call to Order: 6:02pm MST – J. Brasch
2. Review Meeting Minutes from July 5, 2021
  - No edits to the last meeting minutes
  - Reviewed action items from July 5<sup>th</sup> – all completed
3. She Walks Canada
  - J. Brasch talked with leader of She Walks Canada
    - i. Currently there are not a lot of programs focused on women sobriety
  - They are putting together a series of webinars, will be looking for potential speakers
    - i. Alcohol, addiction, and recovery
    - ii. Consensus is that CSAM-SMCA would be happy to volunteer speakers for this event
  - This brings up discussion surrounding the process of how we choose which organizations to align ourselves with
  - What is the process when considering these requests (affiliation agreements)?
    - i. Must be registered charity or non-for-profit organization
    - ii. Equivalent to CCSA in their profile
    - iii. What have they done to work towards their goals?
    - iv. Reflect on we get from the partnership
    - v. Do they align with CSAM-SMCA mission and vision?
  - J. Brasch to email She Walks Canada back let them know that we can help facilitate a speaker
4. Criteria For Full Members of CSAM-SMCA
  - CSAM-SMCA Executive to write a 1<sup>st</sup> draft memorandum
  - Current bylaws are very vague on this point
  - Last year, a Special Resolution was made to amend the Bylaws to enable all regulated health professionals to become full voting members. As per the Bylaws, a Special Meeting was called to vote on the Resolution. Unfortunately, we did not reach quorum and the Resolution failed.
  - 3 classes of Members: Voting, Associate, Honorary

- If the classes of membership are adopted, the fee structure for these categories will have to change
    - i. Determine after motion is adopted
  - Motion to be presented at the AGM if approved at the September BOD meeting
  - P. Sobey to bring forward to the next BOD meeting (September)
5. DVDRC 2021 Report- How to address these recommendations
- Have a session dedicated to this type of topic at the 2022 conference
  - J. Brasch to create blurb for our newsletter – send out in January newsletter
6. CSAM-SMCA Office – Mat leave coverage
- 13/14-month contract
  - B. Hebert to revamp the job description and place on the website and social channels
  - B. Hebert to identify someone, by the 19<sup>th</sup>, if no one can be found by the 19<sup>th</sup> we will take job posting to a recruitment company
7. Policy Committee
- CSAM-SMCA Decriminalization Policy Brief to be endorsed by the CFCP
  - CSAM-SMCA Policy Committee ideas:
    - i. Formulating resolutions for the AGM – broadcast and garner information for policy committee ideas/ work
    - ii. Create a Policy Matters SIG – intended for larger membership discussions
    - iii. Host a webinar around policy development for CSAM-SMCA
8. Next Meeting: J. Brasch to send out doodle poll
9. Adjournment: 7:012pm MST – J. Brasch

### **Action Items:**

#### **J. Brasch**

- Email She Walks Canada back let them know that we can help facilitate a speaker for webinars
- Create 1<sup>st</sup> draft of membership memorandum to circulate to Exec.
- Create DVDRC blurb for January newsletter

#### **B. Hebert**

- Revamp office admin job description and circulate to the Exec.