

**Canadian Therapeutic Recreation Association
Certification Task Force - Teleconference
Monday, January 15, 2007**

Minutes

Present: Tanea Goncalves, Wayne Bishop, Debbie Wolowich, Ellen Locke, Jill Buerger, Maggie Blaise, Jerry Singleton, Ashley Hinman

Regrets: Ann Robins, Helene Driscoll, Chris Richard

1.0	Call to Order	8:09pm Atlantic Time	Tanea
2.0	Approval of Agenda and Minutes from September 2006 and November Update		
3.0	Strategic Plan 2006-2007		
3.1	Marketing Plan	<p>New Members Biography -New Certification Task Force members to write a biography expressing their interest in certification -Check out CTRA website to look at examples -Forward to Darlene Murphy</p> <p>Goal: Increase profile of Certification Task Force/Promoting the Certification process</p> <p>Marketing Plan -Forward marketing plan to CTRA Board -CTRA Tribune Update</p> <p>Provincial Newsletter Update -Maggie completed generic copy -Tanea to send out copies with minutes</p> <p>CTRA Website Update -Wayne to update website -Website to include proposed bylaws with links to minutes and the marketing plan process -Generic document to be sent out by Wayne -Tanea to send CD of completed updates to Darlene to put on the CTRA web page</p> <p>CTF Presentation General -To include the CTF history and future plans -Wayne looked at what Bob Riley did -Simplistic presentation consisting of 36 slides -To be sent out to members, educators and provincial presidents with the possibility of it being put on the CTRA webpage -To be completed by next week -To be proofread by Ashley and Debbie</p> <p>CTF Presentation Annual Conference -Call for presentations on website, papers need to be in Jan. 31/07 -CTF to do presentation at conference in Saskatchewan -Tanea to indicate that CTF will do a panel discussion for all in attendance at the conference</p>	<p>Ellen Debbie</p> <p>Tanea</p> <p>Maggie Tanea</p> <p>Wayne Tanea</p> <p>Wayne Ashley</p> <p>Tanea</p>

		<p>Promotional Materials</p> <ul style="list-style-type: none"> -Jill sent email to treasurer -Promotional materials to include a bookmark for each CTRA member -Bookmarks to remind of members to educate themselves about the vote coming up -Jill to create a draft for the bookmarks and to send the draft to Susana for formatting -Promotional materials to be translated into French, check with Flora -Asking for \$400 for promotional materials including promotional packages and bookmarks -Materials to be sent out in about a month after translated into French <p>CTF Marketing Budget</p> <ul style="list-style-type: none"> -To include 2 mail outs -Totalling \$900 <p>Motion</p> <ul style="list-style-type: none"> -Problems with words “formal affiliation” -Intent is to develop the potential for Canadian certification -All CTF members to look over the motion and send changes to everyone on the task force -CTRA moving toward changing recreation professionals to recreation specialists -Consult Bob Riley <p>“Yes” or “No” Vote implications of each</p> <ul style="list-style-type: none"> -Chris working on the implications -Info to be sent out in the next couple of weeks -Members to provide comments <p>Past minutes and NCTRC discussions posted on website</p> <ul style="list-style-type: none"> -Wayne working on this <p>CTF Chat room</p> <ul style="list-style-type: none"> -Questions to come to email address -CTF to respond to questions as opposed to a chat room <p>Path B</p> <ul style="list-style-type: none"> -Jerry working on “Path B” (experience vs. education) -Bob to forward NCTRC documents to include in mail out packages (will be forwarded to Ashley) -Piece on website to be updated <p>Discus Proposed timeline</p> <ul style="list-style-type: none"> -Timeline pushed back 2-3 weeks to get promotional material translated into French -Initial package to go out in March -Voting info to go out in May -Final package to be sent out May/June -Votes to be tallied by July -Ashley to put packages together and mail out 	<p>Jill Buerger Maggie</p> <p>All</p> <p>Chris All</p> <p>Wayne</p> <p>Jerry Tanea Tanea</p> <p>Ashley</p>
3.2	NCTRC	Table until after vote...	
4.0	Unfinished Business		
4.1	<i>Comparison of twelve</i>	Goal: Confirm project complete	

	<i>Professional TR Provincial Association – Dalhousie University Research Report & Status of TR in Canada (Issues in TR) Document</i>	Jerry has final info	Jerry
5.0	Other Areas of interest		Ashley Tanea
<i>5.1</i>	<i>Implementation Strategies (After positive vote)</i>	Table until after the vote	All
6.0	Next Meeting	Tuesday February 13, 2007	
7.0	Adjournment	8:58 Atlantic Time	