



**Canadian Institute for
Child & Adolescent
Psychoanalytic Psychotherapy**

Annual General Meeting
Thursday, October 6, 2016

8 Rean Drive
Meeting Room

7:30 p.m.



Canadian Institute for Child and Adolescent Psychoanalytic Psychotherapy

CICAPP
2016 Annual General Meeting

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7:30 p.m.

8 Rean Drive, Toronto, ON
Meeting Room

A G E N D A

1. Minutes of the 2015 CICAPP AGM
2. Report of the President of CICAPP
3. Nominations Report
4. Treasurer's Report ¹
5. Curriculum Committee Report
6. Student Progress Committee Report
7. Other Business

1 Budget will be available the AGM; Financials available upon request and at the AGM



CICAPP 2015 AGM Minutes
September 25, 2015
7:30 p.m.

Present: Dena Tenenhouse, Brent Willock, Florence Loh

Regrets: Michael Blugerman, Sally Doulis, Suki Falkner, Dannette Graham, Debra Macrae, Philippa Orsborn, Elizabeth Tutters, Susan Walker Kennedy, Robyn Weddpohl

Recorder: Suzanne Pearen

1. Review of Minutes from 2014: approved
2. All AGM reports for 2015 were presented and reviewed; approved by all present.
3. **Other business:** It is 40th anniversary of the Program this year. We would like to organize a celebration event in honour of our 40th anniversary. ACTION: will bring this up with CAPCT to discuss further (budget, dates, etc.)

AGM adjourned at 8:00 p.m.

AGM 2016: Date TBA



**REPORT OF THE CICAPP PRESIDENT
CICAPP ANNUAL GENERAL MEETING
OCTOBER 6, 2016**

CICAPP's past year has been a very successful one as we continued to provide our accredited program as well as a few extension programs.

There were two cohorts of candidates completing their second and fourth year of training. The majority of them have been working on clinical cases. As they are moving along with their education experiences, they are developing and deepening their understanding of psychotherapeutic skills. We look forward to working with them in their continued experiences on the road to becoming psychotherapists. Several post academic candidates are also working towards completing their clinical work and preparing for their graduation. We congratulate Sandy Poulson for completing all program requirements; we will celebrate her graduation at the holiday party in December 2016.

The Student Progress Committee has been quite busy this year as there have been many more clinical reports being submitted. The SPC is comprised of the executive members and the term readers have worked hard to help the candidates continue to develop their skills as report writing. A grateful thank-you to Dannette Graham, Chair of SPC and Robin Holloway, Dagnija Tenne and Ellen Bateman as the executive members. Their dedication to CICAPP and candidates is essential to our ongoing work. To all the readers who have given of their time, knowledge and desire to provide valuable comments that further the learning experience of our candidates, please accept our appreciation.

The Curriculum Committee, headed by Philippa Osborn, has once again done a wonderful job at organizing the schedule and faculty. With Josi Perotto assisting we have been able to troubleshoot and accommodate teachers' availability to fit with their needs and our program. Thank-you to all faculty who taught this past year. The very positive feedback from candidates will keep the Committee coming back to have you continue to provide your valuable knowledge and share your important experiences to our future psychotherapists.

We were also very pleased with the results of the Extension Program. This past year it was important to reach out to the community to entice potential applicants. It worked, as the extension program delivered by Dannette Graham and Dagnija Tenne brought 3 new candidates to the program. Mark Voysey and Linda Chapman also led two different workshops with very positive feedback. All their dedication to contribute to CICAPP's program is much appreciated. An extra special thank-you to Philippa for organizing the



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extension programs.

CICAPP is pleased that our ongoing working relationship with CAPCT. This year we collaborated on a conference to have Bjorn Salmonsens speak to the community and we look forward to further joint projects that benefit our memberships.

At this point of my report I must once again express my deep felt appreciation to the Board of Directors, Florence Loh who always has a terrific ability to see the whole picture and the details; Brent Willock who always brings a very thoughtful perspective in our discussions; Debra McRae who shares her words of wisdom from afar and we are so pleased to have Robyn Weddepohl return this coming year from maternity leave. Now with my frequent remarks of appreciation, there is more for our dear Suzanne Pearen for her consistent hard work, support to the Board, faculty, supervisors and candidates. Thank-you all and I look forward to continuing to be a part of CICAPP and working with all our membership.

Respectfully submitted,

Dena Tenenhouse
President, CICAPP



NOMINATIONS REPORT
CICAPP ANNUAL GENERAL MEETING
OCTOBER 6, 2016

The following are the current Board members of CICAPP:

Dena Tenenhouse	President (September 20, 2012)
Florence Loh	Vice-President (September 19, 2013)
Robyn Weddepohl	Secretary (September 20, 2012)
Florence Loh	Treasurer (September 20, 2012)
Debra MacRae	Member-at-large (September 9, 2009)
Brent Willock	Member-at-large (September 13, 2010)

Nominations:

Dena Tenenhouse
Robyn Weddepohl
Florence Loh
Sandy Poulson

Vacancies:

None

Other nominations are welcome, but failing that, the nomination as outlined above will be presented at the AGM.



FINANCE REPORT CICAPP ANNUAL GENERAL MEETING OCTOBER 6, 2016

The financial year end statement of June 30, 2016 shows CICAPP with \$13,561 in the bank, and we are pleased to report that the last fiscal year ended with an assets balance of \$19,591.

We are pleased to welcome back 5 candidates in the Year 3 class and a record 16 candidates in the new Year 1 class in September 2016. We also have 10 active Post-Academic candidates. The revenue from tuition will continue to provide sufficient funds to run a fiscally responsible program.

We currently have 1 distance learner in the Year 3 class and 2 distance learners in the Year 1 class. We continue to use the GoToMeeting system for our distance learners. We appreciate our volunteer class members who assist with the technical support to enable the video conferencing at the seminars.

In 2016/17, the rent for the classroom space at 120 Eglinton on Wednesday evenings (Year 1) continues to be charged on a per-night rate inclusive of rent and equipment services. Due to the large class size, we have rented an additional classroom at 120 Eglinton for the second seminar (8:15 – 9:45 pm) on Wednesday evenings. For Year 3 on Tuesday evenings, we continue to rent the office of Dena Tenenhouse.

In 2016/2017, the regular tuition fee has been maintained at \$3,500 per year, and the distance tuition fee (three candidates) is maintained at \$3,900. Post Academic Fees remain at \$300.

Year In Review, 2015/16

Revenue: We had slightly less tuition revenue in 2015/16 due to candidate withdrawals and some collection issues (resolution expected in FY 2016/17). As it was not an intake year in 2015, there was reduced application fee income. CICAPP ran three very successful extension programs in 2015/16 which brought in over \$6,000 in revenue.

Charitable Donations: We gratefully accepted a generous charitable donation from the City of Brampton, which will fund therapy for children and youth.



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Expenses: Our program expenses decreased significantly in 2015/16 compared to the prior year, as we no longer incurred expenses related to technical support for distance learning, or the legal and application fees to CRPO for program accreditation. We continue to share our telephone expense with CAPCT, and our copier expense is equally shared with CAPCT and TICP. Our accounting, insurance, general office, teaching and program fees were average.

We continue to work on reducing expenses while offering a quality program. Suggestions and input from members are always appreciated. The proposed budget for 2016/2017 will be presented at the AGM.

Respectfully submitted,

Florence Loh
Treasurer, CICAPP



**CURRICULUM COMMITTEE REPORT
CICAPP ANNUAL GENERAL MEETING
OCTOBER 6, 2016**

The Curriculum Committee is pleased to have concluded the co-ordination and scheduling of first year classes for the upcoming academic year for our new candidates and third year classes for our continuing candidates respectively. The CICAPP Board and our Curriculum Committee were pleased to have initiated and held a series of Extension Programs during 2016. Each of these programs met with success. The first series of Extension Seminars entitled "*Practice Makes Perfect - Establishing A Successful Private Practice*" was led by Dr. Mark Voysey. "*Art in Psychotherapy*" was led by Linda Chapman and discussed the use of art and art materials in Psychotherapy for professionals who may not be Art Therapists. In each case, attendance at these seminars exceeded expectations. Following the success of these inaugural extension seminars, the Curriculum Committee added and ran a further series, entitled "*In Session with a Child and Adolescent Psychoanalytic Psychotherapist*" led by Dannette Graham and Dagnija Tenne. We are pleased to report this series was attended above our expectations and enjoyed by all attendees.

Many thanks to Dena Tenenhouse and Josi Perotto who, along with myself, currently comprise the Curriculum Committee. Our fourth committee member, Robyn Weddepohl, is presently on maternity leave.

Respectfully submitted,

Philippa Orsborn
Co-Chair, Curriculum Committee



STUDENT PROGRESS COMMITTEE REPORT CICAPP ANNUAL GENERAL MEETING OCTOBER 6, 2016

The Student Progress Committee Members: Ellen Bateman, Robin Holloway, Dena Tenenhouse, Dagnija Tenne and Dannette Graham.

The CICAPP candidate's progress is assessed using treatment report reviews, supervisor reviews, and instructor reviews. Candidates are required to submit their case(s) assessment/treatment reports twice per year (May 1 and November 1). Candidates are required to conduct 3 individual assessment cases and must submit 1 assessment report for each case and conduct 4 treatment cases requiring one assessment report and subsequent treatment progress reports.

This year the SPC, teachers and the CICAPP Board met to discuss how to clarify expectations regarding the number of treatment progress reports candidates are required to submit. It was decided to use the Direct Client Contact hours and Supervision requirements to determine the number of reports for treatment cases each candidate must submit. Candidates are required to conduct 4 treatment cases- each case requires an assessment report and subsequent treatment progress reports until the candidate has fulfilled both the required number of direct client contact hours and the required number of supervisions for each case.

Reports and evaluations are read by the report reading committee, which is comprised of current supervisors and teachers. Two readers are paired to assess and comment on each candidate report and then present a summary response at a SPC readers meeting. Once readers are paired with a candidate, they remain the readers for that particular case, allowing the readers to assess the candidate's progress and provide the candidate with a sense of continuity in the reader's responses. Should the candidate need to revise a specific section of their report, the readers report guidelines help to ensure the candidate is clearly able to follow the reader's assessment and recommendations.

This year the SPC and report reading committee read 25 reports. I would like to thank the SPC members and the SPC reading committee members for their time in reading and assessing candidate's reports as well as following up with candidate revisions. I would also like to thank Suzanne Pearen for all her work keeping the candidates, cases, supervisors and myself organized.

Respectfully submitted,



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Dannette Graham
Chair, Student Progress Committee