

ATLANTIC PROVINCES ASSOCIATION FOR BEHAVIOUR ANALYSIS (APABA)
A CHAPTER OF THE ASSOCIATION FOR BEHAVIOUR ANALYSIS INTERNATIONAL (ABAI)

Minutes

Wednesday, April 21, 2021
5:00 PM Atlantic Daylight Time (ADT)

Chair: Monica Peters

Note Taker: Melissa MacDonald

In Attendance: Monica Peters (President), Michael Palmer (President-Elect, Research & Advocacy Team Chair), Ariane Choquette (Treasurer, left at 6:00pm), Amanda Saulnier (Member at Large, Engagement Team Chair), Laura Walsh-Martino (Member at Large), Rachel Hefling (Acknowledgement Team Chair), Melissa MacDonald (Secretary)

Regrets: Kimberly Maich (Past President), Rachel Platt (Education Team Chair)

- I. **Call to Order** – Monica Peters (5:02pm)
- II. **Review and approval of agenda** (Motion to accept Laura, Seconded – Amanda, all in favour)
- III. **Review and approval of minutes from last meeting: January 26, 2021** – (Motion to accept Michael, Seconded – Monica, 5 in favour, 2 abstentions due to not being present at meeting)

IV. Highlights

- New BCBA in NL & Labrador (5 in total with multiple receiving supervision!)
- APAC happening virtually in November (Megan Miller will be a keynote speaker)
- Amanda is consulting with FTF Behavioural Consulting with Anthony Cammilleri to support Practical Functional Assessment implementation at Autism Intervention Services, NB

V. Reports

1. Officers

i. Treasurer's report (Ariane)

Account Activity – January 19th, 2021 to April 18th, 2021

Transaction Type	PayPal	CIBC	Total
Expenses	\$ 0	\$ 154.23	\$154.23
Profits	\$ 0	\$ 822.32	\$ 822.32
Accounts balance	\$ 500	\$ 7822.82 • Includes \$428.79 for BIPOC scholarship	\$ 8322.82 • Includes \$428.79 for BIPOC scholarship

Square fees: \$ 34.18

BIPOC scholarship: \$428.79

Notes:

- \$ 758.07 transfer from PayPal account to CIBC account on 01/18/2021

ii. Secretary's report (Melissa)

Current members in good standing: 114

New members since January 26, 2021: 4

Renewals: 3

Members who did not renew: 4

Questions:

a) Do presenters get unlimited memberships?

b) Do we need to capture unlimited memberships or collaborations with partners in the by-laws?

ACTION: Agenda item for next meeting to discuss presenter memberships and what to add to by-laws

Online votes between January 26, 2021-April 24, 2021:

February 21, 2021: Motion to reimburse Monica Peters \$12.00 to renew APABA incorporation (Move to accept: Ariane, seconded Kimberly, 5/6 votes received in favor, motion passed)

Move to accept Committee Reports: Laura, Second: Amanda, all in favour (7/7)

2. Committees/Teams

i. Elections (Monica/Kimberly)

- Monica to connect with Kimberly
- Amanda suggested a post about each of the roles with time commitment to increase interest/understanding
 - a. Laura offered to help

ii. Education (Monica on behalf of Rachel)

- Successful event in April with Ryan O'Donnell, but lower numbers than usual
- Next event in May
- Rachel sent spreadsheet of upcoming events

ACTION: Monica to schedule a meeting with all Team Chairs to connect all teams to establish open communication

iii. Member Recruitment & Engagement (Amanda)

- links to submit event info and changes to website
- Janice Mullin and Nicole Turnbull created a visual process to outline Engagement Team process to support communications and advertising
- Janice shared visuals with Michael, Rachel P

iv. Research & Advocacy Team (Michael)

- Statement on Professional Practice
 - a. Membership survey requested a document outlining direction about ABA
 - b. Executive reviewed and discussed content, revisions recommended
 - c. **ACTION: Follow-up meeting needed**
- Website additions/expansions
 - a. Documents to add to website
 - b. **ACTION: Discuss at follow-up meeting**
- v. Acknowledgement Team (Rachel H)
 - No more applications or nominations for awards
 - Advertising needed – Acknowledgement team can go ahead with this and reach out to Engagement team for support
 - Amanda suggested sending information to BACB supervisor registry to promote
 - Shout-outs – seeking nomination ideas
 - Virtual socials – 8 members, 4 members attended the last two events
 - Not a lot of interest currently for various reasons so re-visit later
 - Focus on promoting awards and acknowledging members
 - Consider advertising a social meet & greet before or after an education event
 - Sending Atlantic packages to presenters (items included maple syrup, chocolate, tartan mask, sou'wester hat from NL,
 - Purchased custom thank you cards

VI. Business items

1. Meetings between Teams (see above, meeting to be scheduled by Monica)
2. Care Package budget and reimbursement
 - i. Care package is meant to be from Education rather than Acknowledgement
3. Completed CAHS Submission
4. APABA as a hub for parents to find services
 - i. Discussion: What info to provide? Who to manage? How to proceed? Point of contact for each province? Further discussion needed.

VII. Adjournment – 6:13pm