

**ANNUAL  
REPORT  
2018-19**

# ANNUAL REPORT



2018-  
2019

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# President's Report

My term as President of our Association is coming to an end. First of all, I would like to thank you for allowing me to serve you over the last four years. It has been a real privilege! I had committed to doing four things: first, to produce our Strategic Plan; second, to amend our Act; third, to create a presence on social media, such as Facebook; and fourth, to establish a Promotion of the Profession Committee. I am proud to say mission accomplished! Obviously, nothing would have been accomplished without the Board of Directors, the Executive Director, and his team. I want to extend my very sincere thanks to them.



Terms are like a relay race—once you finish, you pass the baton to the next person so the race can continue. There are great challenges ahead for our new President: implementing our Act and new rules and regulations, promoting the profession, and reviewing the Strategic Plan, just to mention a few!

The new President will be able to count on the support of the members of the Board of Directors, who are extremely competent and dedicated to making our Association run smoothly. The President will also be able to count on and work closely with Executive Director Miguel LeBlanc and his team in implementing future plans. All our members who sit on our many committees must not be forgotten, either. The NBASW would not be able to function without the members of our Board of Directors, who give their time to attending meetings, sometimes using their overtime or vacation days to do so. They are truly dedicated and take their roles and responsibilities very seriously.

Your Board sets the general direction, but it is your Executive Director, Miguel LeBlanc, who makes sure it is implemented and that the organization is successful. He depends on very competent staff members, and is supported by Keara Grey, Social Work Consultant, Isabelle Agnew, Communications Officer, Jennifer Pinard (Gaudette), Administrative Assistant, and Martine Paquet, our Registrar, who plays a central role in protecting the public.

I will continue to be of service to you for another year, as Past President, and I want to assure our new President that I will be there to provide all my support during the transition period.

In closing, I thank you very much, once again, for enabling me to have this experience!

**Claude G. Savoie, MSW, RSW**  
**President**

## Board of Directors 2018-19

### *Executive*

President: Claude Savoie, RSW  
Vice President: Théo Saulnier, RSW  
Secretary: Noella MacMillan, RSW  
Treasurer: Michelle Nowlan, RSW

### *Other Representatives*

CASW Representative: Vicki Coy, RSW  
First Nation Representative: Vacant  
Public Member: Karen Erb

## *Chapter Directors*

Acadian Peninsula: Geneviève Bourgeois Breau, RSW  
Chaleur: Luc Poitras, RSW  
Charlotte County: Vacant  
Edmundston/Grand Falls: Karine Levesque, RSW  
Fredericton: Susan Gavin, RSW  
Miramichi: Karla Parks-Lissok, RSW  
Moncton: Erica Vienneau, RSW  
Restigouche: Carole Gallant, RSW  
Saint John: Ian Rice, RSW  
Sussex: Julie Devine, RSW  
Woodstock: Vacant

# Executive Director's Report

## Staffing

I want to express my sincere appreciation and thanks to my team: Martine Paquet, Registrar, Keara Grey, Social Work Consultant and our summer student in 2018, Isabelle Agnew, Communications Officer, and Jennifer Pinard (Gaudette), our Administrative Assistant.

I want to take this opportunity to express my sincere appreciation for and congratulations to Rachel Mills, who pursued her interests and now works with the Canadian Association of Community Living

This year we had the honour of having St. Thomas University Interns in our office. Fourth year student, Samantha Jesso, and third year student, Andrea Perez, worked through the winter semester to help us develop some promotional items and plan Social Work Month events. We were also pleased to welcome our first high school co-op student, Kathryn Seymour, who worked to develop material for high school students on the profession of social work.

We continue to welcome any students who would like to do internships, placements or practicums with us at the Association.



**Miguel LeBlanc, BSW, MSW, RSW**  
Executive Director

## Board of Directors

During this fiscal year, there were three official vacancies in the Charlotte County Chapter, Woodstock Chapter, and First Nation Representative positions. If you are interested in filling one of these positions, we encourage you to reach out to the NBASW office. Having a representative from all regions in New Brunswick, including a First Nation Representative and public member appointed by the Minister of Health, offers a wealth of knowledge and experience that is crucial for the NBASW in fulfilling our dual mandate of public protection and the promotion of our profession. The Board of Directors met four times during this fiscal year.

Our meetings provide the opportunity to discuss different Chapter initiatives, concerns, special projects, and the governance of the Association among other important issues. I want to thank the Executive and members of the Board of Directors for their ongoing leadership roles and commitment to the Association to fulfill our two legislated mandates.

## Chapters

I would like to thank everyone who is involved in their local chapter and for your continued effort to provide social and education activities for members in your regions. Your ongoing efforts create a welcoming space for members to meet each other and continue to grow as professionals and colleagues.

## Committees

As you will see in their reports, all of our committees actively participate in providing resources and information for our members and for the public. Each committee works hard to provide a service to our members, and I truly appreciate the dedication from members who continue to volunteer and dedicate themselves to the advancement of our profession and the NBASW.

## Committee Chairs

**By-laws:** *Anne Caverhill, RSW*  
**Complaints:** *Michelle Nowlan, RSW*  
**Discipline:** *Genevieve Forest-Allard, RSW*  
**Education:** *Anouk McGraw, RSW*  
**Examiners:** *Laura Hiscock, RSW*  
**Practice, Issues, Ethics & Standards:** *TBD*  
**Promotion of the Profession:** *Théo Saulnier, RSW & Rina Arseneault, RSW*  
**Social Action:** *Debby Stanton, RSW*

# Meet Our Team



*Social Workers and Friends Pride Celebration, August 2018*

The NBASW envisions a professional organization that reflects the values of social work, provides ethical leadership and instills public confidence.

## Our Mission

The NBASW is an association that protects the public and promotes excellence in social work practice.

## Our Values

The NBASW Code of Ethics (2007) identifies these core values:

- Respect for the inherent dignity and worth of persons and the pursuit of social justice;
- Integrity in professional practice;
- Confidentiality in professional practice;
- Competence in professional practice;
- Diversity

Executive Director



**Miguel LeBlanc,  
BSW, MSW, RSW**

Miguel leads and manages a team of professional employees. He is responsible for all matters related to the organization's Board of Directors, chapters, Strategic Plan, and stakeholder and government relations.

Registrar



**Martine Paquet, RSW**

Martine is the primary contact for practice standards, ethics and disciplinary processes. Martine also supports the regulatory process related to applications for registration.

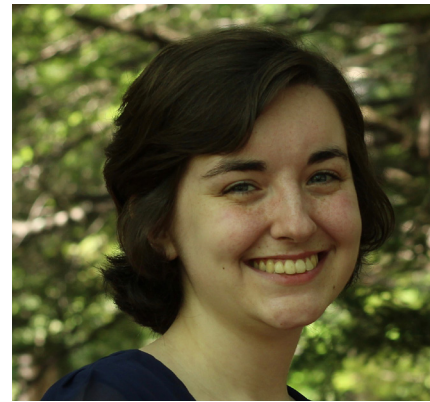
Social Work Consultant



**Keara Grey, RSW**

Keara is responsible for activities related to the promotion of the social work profession, member engagement and social policy. She provides support to the Education Committee and the Social Action Committee.

Communications Officer



**Isabelle Agnew, BA**

Isabelle is responsible for the creation and planning of activities related to communications and media relations. This involves writing communications materials, and planning and arranging events.

Administrative Assistant



**Jennifer Pinard (Gaudette)**

Jennifer is the first point of contact for the office and is responsible for day-to-day general inquiries, as well as reception of members and the public. Jennifer assists the Association staff by coordinating all administrative activities in support of the goals, vision and mission of the Association.

# NBASW Strategic Plan

The four Strategic Pillars of our Strategic Plan provide an exciting time of change for our Association and we encourage everyone to take the time to consult the Strategic Plan, which can be found on our website. While the Association works hard year-round to accomplish its strategic goals, the following pages highlight some of the major accomplishments from the 2017-18 year.



## Member Engagement

- The NBASW hired the Communications Officer following last year's communication audit to help put the communication plan in action. This will contribute to both member engagement and the promotion of the profession;
- The new NBASW website, with new branding voted on by members at the Annual General Meeting 2016-17, was launched in June 2018;
- The Association held its 30th Anniversary Celebrations in

Moncton. More than 100 members were in attendance to celebrate our 30th anniversary as a regulatory body;

- The NBASW awarded the Debbie Nason Award to Gerald Flanagan, RSW, and the CASW Distinguished Service Award to Valerie DeLong, RSW;
- The NBASW hosted 8 webinars through partnership with the CASW;
- The NBASW hosted a wine and cheese event at St. Thomas University to celebrate recent social work graduates;
- The Association organized and hosted a Social Workers and Friends Pride Celebration event;
- The NBASW modernized, rebranded, and developed a schedule for NBASW Newsletters and mass emails;
- The Association researched and prepared a proposal for the implementation of an NBASW social work mentorship program. We continue to evaluate this proposal in the upcoming fiscal year;
- NBASW staff organized and hosted events with Social Work students to get their input on how to engage student members; and
- Staff met with several organizations throughout the year to develop potential partnership opportunities and technological advances to better engage members.



## Protection of the Public

- The NBASW worked all year to get the modernized Act passed in the legislature. We anticipate that the new Act will be passed by the legislature early in the next fiscal;
- The Association worked with the By-laws Committee to update the NBASW By-laws to reflect the modernized legislation. This process included a Chapter consultation process in the fall;

•The NBASW continues to provide presentations on the NBASW Code of Ethics to Social Workers across the province, including social work students at the Schools of Social Work;

- The Association developed and created a video for the public and members about the NBASW complaints process;
- The NBASW continues to participate with the NB Health Profession Regulators Network meeting. This is an informal network of all health regulated professions in NB that is chaired by the Executive Director;
- We participated at the ASWB Annual Meeting in Atlanta;
- The NBASW provided training to the Complaints Committee members;
- A new online complaints process is now available on our brand new website and we continue to assess new systems;
- An updated ethical questions process is now available for members on our website;
- Staff prepared several documents for members and organizations, including the Clinical Supervisory Period Report for Clinical Supervisory.





## Promotion of the Profession

•Key meetings with government and partners occurred throughout the year. These meetings are an opportunity to promote the role of social work in the delivery of services that you serve as social workers. The following are some of the meetings:

- Provincial Roundtable on Aging meeting to discuss the next steps on the provincial aging strategy;
- National Pharmacare consultation by the Federal government;
- New Brunswick Roundtable on Crime and Public Safety

meeting to discuss the next steps of the crime prevention strategy;

- Annual Legislative Breakfast in recognition of Disability Awareness Week; and
- Meeting with the Department of Health Executive Director to discuss the mental health and addictions strategy.

- The Association participated in several proactive media interviews to promote the profession of social work, including with the Hill Times in Ottawa, and CBC, and had several letters to the editor published during the year;

- The NBASW submitted several position papers that provided the social work lenses to policy areas that impact our clients, including a pre-budget consultation report, a position paper on the New Brunswick Dementia Strategy, and recommendations from the NBASW on the Renewal of Overcoming Poverty Together;

- We created social and digital media content to promote the profession of social work to the public, including social media videos, a Social Work Month social media campaign and more;

- Staff and the Promotion of the Profession Committee began working on a public campaign to help promote the profession of social work to the public; and

- We streamlined and updated the information available on our website to be more accessible to the public. We continue to work on this on an ongoing basis.



## Governance & Resources

- The NBASW Operational Plan for the year 2019-2020 has been presented and accepted by the Board of Directors. This Operational Plan contains the focused priorities of staff to meet the objectives from the five-year NBASW Strategic Plan;

- The revised NBASW legislation has been submitted to the Clerk of the Legislature and the

Department of Health. We anticipated for the new Act will be passed by the legislature early in the next fiscal;

- The NBASW staff cut the telephone lines and transitioned to using cell phones which has reduced duplication and cost;

- The NBASW's three-phase project that involved transitioning to Office 365 has been completed. NBASW staff, the Board of Directors, Committees, and Chapters now have access to Office 365 systems. We will continue to work with the Board of Directors, Committees, and Chapters to ensure a continued smooth transition to this new system. Office 365 will allow chapters to host video conferences with members, use a chapter-only email, and access a chapter-specific SharePoint;

- The By-Laws Committee completed its work on operationalizing the revised legislation, following a chapter tour to gain member feedback on how to enhance the proposed By-laws. We want to thank the Committee for its hard work, and all of the members who came out to consult with us on our chapter tour in the fall, 2018;

- NBASW staff developed digital templates to create documents in-house, which will reduce costs associated with graphic design and printing

The NBASW staff would like to take this opportunity to thank all members who are actively participating in their Association. Without your contributions, the NBASW would not be as strong as it is.

We also want to encourage each of you to become involved with your chapters at the local level. By being involved you are helping to promote our great profession and supporting one another by increasing your network of colleagues in your community.

# Association Development

This year was a busy one for the NBASW! We celebrated our 30th anniversary as a regulatory body, expanded Social Work Week to Social Work Month, brought on several student interns, participated in lots of social action and social policy discussions and events, and much more. Below are just some of the things our Registrar, Martine Paquet, RSW, our former Social Work Consultant, Rachel Mills, RSW, our current Social Work Consultant, Keara Grey, RSW, and our Communications Officer, Isabelle Agnew did this year.



## 01

### Social Action

The NBASW was proud to host its second Social Work and Friends Pride Celebration event this year. In August 2018 we invited social workers and their family and friends to join us at the NBASW office, where we decorated posters and enjoyed some snacks and refreshments. We then walked down to the Fredericton Pride Parade, where we marched with other local organizations and groups in the parade.

We want to thank everyone who joined us for this year's social action events. Keep an eye on our Facebook and your email for more social action opportunities this year! We look forward to seeing you there!

## 02

### Social Policy

The Association was heavily involved in social policy this year. Prior to the provincial election in 2018, Social Work Consultant Rachel Mills wrote an NB Election 2018 Document to provide recommendations to political parties. Additionally, our Social Work Consultant, Keara Grey, has been the lead on several reports that were submitted to government stakeholders, including the *The New Brunswick Pre-Budget Consultation 2019-2020*, the *New Brunswick Dementia Strategy*, and the *Renewal of Overcoming Poverty Together: The New Brunswick Economic and Social Inclusion Plan*. In addition, NBASW staff have participated in countless meetings and roundtables on social policy initiatives and we look forward to continuing this work in 2019-20.

# 03

## Member Engagement and Communications

We continue to work with members and groups across the province to promote the Association and improve members engagement. This year, Martine, Rachel, and Keara attended several presentations with the Schools of Social Work, and met with students to discuss student engagement, as well as hosted a wine and cheese event for St. Thomas University students. We are also continuing our annual Communications Survey to determine how members view our communications, and how we can improve. Look out for the next survey in July. If you have any ideas for engaging members, please feel free to reach out to us at [nbasw@nbasw-atsnb.ca](mailto:nbasw@nbasw-atsnb.ca). Our Communications Officer, Isabelle, is also

happy to announce that we have seen a considerably increase in engagement on social media, our website, and mass email dissemination. To see more details on this, please visit page 12.

# 04

## Update to the By-laws

During the 2018-19 year, the By-laws Committee and NBASW staff worked hard to develop and complete the updated By-laws that reflect the changes being made to our legislation. Over the past year, the Committee and staff have worked tirelessly to conduct a provincial survey, a provincial chapter tour to get member feedback, meet with the two Schools of Social Work, the Department of Health, and the College of Psychologists, among many others. Thank you to all who were involved!

# 05

## Events

2018 was a big year for the NBASW as we celebrated 30 years as a regulatory body in New Brunswick! In partnership with the Moncton Chapter and several local sponsors, we were able to hold a fabulous and well-attended 30th Anniversary Celebration at the Four Points by Sheraton hotel in Moncton, featuring speakers Dr. Michael Ungar, Sheri Coburn, MSW, RSW, and Rina Arseneault, MSW, RSW. Thank you everyone who came out to celebrate with us!

In addition to the 30th Anniversary Celebration, the NBASW team held a variety of events throughout the year, including 8 webinars, a public Social Work Month event at the Fredericton Public Library, a short film showing of a locally-produced documentary on cyberviolence, and much much more!

We look forward to holding more events in the upcoming year!

# 06

## Support to Committees

The Registrar, Social Work Consultant, and Communications Officer are each responsible for supporting at least one NBASW Committee. This year, the Registrar, Martine, supported the Practice Issues, Ethics and Professional Standards Committee, the Committee of Examiners, the Complaints Committee, and the Discipline Committee; Rachel and Keara, our former and current Social Work Consultant, respectively, worked with the Education Committee and the Social Action Committee; and Isabelle, the Communications Officer, has supported the Promotion of the Profession Committee.

In addition to supporting our committees, the NBASW staff also sit on many external committees. These include, but are not limited to, the Child Sexual Harm Advisory Committee led by the Department of Public Safety, the Crime Prevention Strategy Roundtable on Family Violence and Children, led by the Women's Equality Branch, the White Ribbon Fredericton Committee, and more.

We look forward to continuing our committee work in the next year.



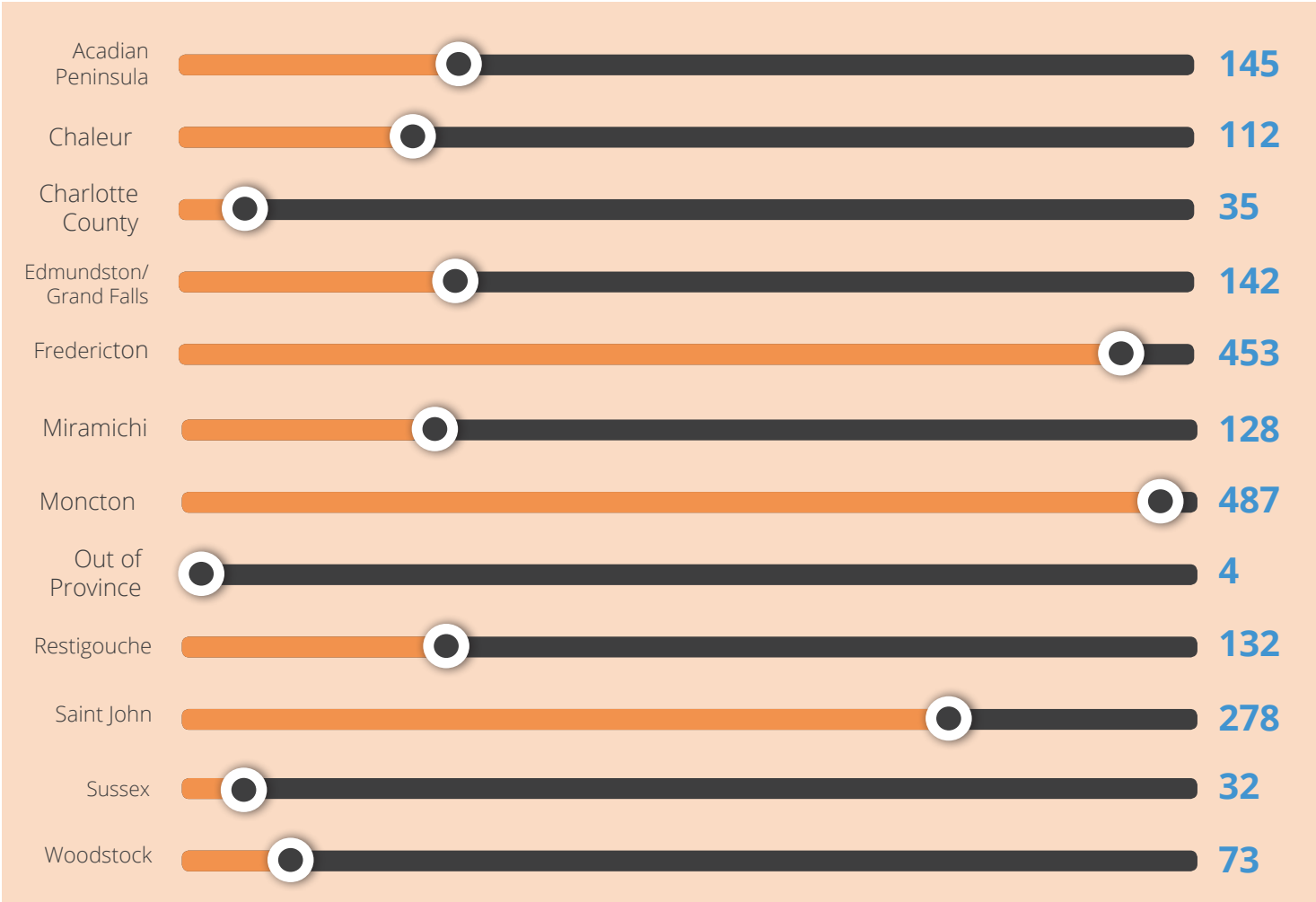
*Social Workers and Friends Pride Celebration, August 2018*

# Member Statistics

## Member Language



## Members by Chapter



**DID YOU KNOW?**

We now have more than **2,000** Association members in New Brunswick!

# Communications Statistics

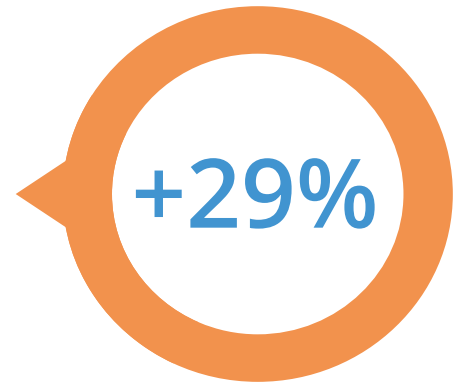
The NBASW worked hard this year to improve its communications. In May 2018, Communications Officer, Isabelle Agnew, was brought on to the team and she is happy to report the following digital communications data:

## NBASW Facebook



•We've seen an increase of 36% of "likes" on our English Facebook page.

•We've seen an increase of 29% of "likes" on our French Facebook page.



## NBASW Website

Total Pageviews



116,986

Unique Pageviews



86,023

Total Website Sessions



33,877

## NBASW Mass Emails

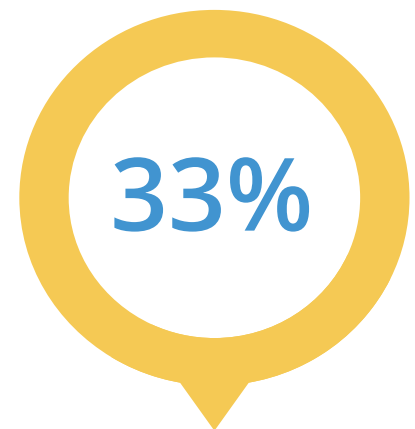


Open Rate on English Emails

•In January, 2019, the NBASW began using MailChimp as its primary email dissemination system.

•Since making the shift, our ability to make emails visually appealing and more personal has improved.

•The industry standard open rate on emails is 19%. We remain far above this average in both languages.



Open Rate on French Emails

# CASW Representative's Report

There have been many exciting events and changes with the CASW this past year. Our research project, *Understanding Social Work and Social Welfare: Canadian Survey and Interviews with Child Welfare Experts*, was released, along with releases to social media, including infographics and videos. Thank you to those of you who work in the Child Welfare field who contributed to this research. We are considering some Next Steps for possible research into other fields of practice within the profession. A message from the CASW President, *Putting Children First: Social Workers and Child Welfare in Canada*, was released to support the findings of this project in order to advocate for the needs of social workers in this area and the Child Welfare report was referenced at the Assembly of First Nations.



Some of the other important projects and activities that the CASW participated in include the *National Poverty Reduction Strategy*; a draft paper on Medical Assistance in Dying (MAiD), recommending that mature minors have access; contacting the Disability Advisory Committee to request an inclusion for RSW's as medical practitioners authorized to complete a section of the Disability Tax Credit Certificate; meeting with a researcher at U of Calgary to discuss her study on how social workers recover from workplace bullying; as well as a campaign to provide Student Loan forgiveness to social workers in rural and remote communities, although this project was not successful in time for this year's Budget. Approximately 70 social workers went with the CASW to participate in Social Work on the Hill Day in Ottawa, where eleven Senators attended, including Dr. Wanda Thomas-Bernard, a fellow social worker.

Work continues on developing the new Code of Ethics, Guidelines for Ethical Practice, and Scope of Practice documents. One of the important areas of focus is Reconciliation and consulting with Indigenous representatives in order to ensure the inclusion of guidelines that consider the needs of Indigenous individuals and communities. The CASW is also working on a Letter of Apology that fits within our commitment to the Truth and Reconciliation recommendations for change.

Although the Social Work Journal is no longer being published, archived copies of articles are still available. We are developing ideas for how to present practice information to social workers across the country, using new formats, or re-vamping old ones. The CASW Webinars continue to provide many interesting topics of information from all areas of practice and interest. If you have any ideas of a subject you would like to learn more about, please contact the CASW.

We are very excited to announce that the International Federation of Social Workers' (IFSW) annual meeting for 2020 will be held in Calgary, Alberta. Social workers from all over the world will come here to share their research, their practice, and their projects that promote the profession and/or advance issues of social justice. Please note that the CASW has scholarships available for those who would like to attend. Submit your application to this amazing opportunity for our profession.

**Vicki Coy, RSW**  
**CASW Director**

# Committee Reports

A number of committees help complete the important regulatory and community work that the NBASW does. The following are this year's committee reports.

## 01 By-laws Committee

The By-laws Committee includes Anne Caverhill (Chair), Geraldine Poirier Baiani, Valerie DeLong, Eileen Gauthier, Sheryl Noble, and Tanya Smith.

The main objective of this Committee was to update the current By-laws in response to the proposed legislation expected to be passed at the first full sitting of the Legislature. They reflect a package of streamlined authority indigenous to the new Act, which has aligned the By-laws with the substantive authority of the Act and removed articles which are more effectively addressed in either Rules or Policies. There are also new provisions which provide clarity to the authority given to the Board including Board authority over the Code of Ethics—with mandatory consultation regarding substantive issues, and a more streamlined section on membership with the Association. These items will be discussed in conjunction with a presentation to the Board and eventually to the general membership.

Originally, the goal of the By-laws Committee, which convened in the spring of 2018, was to have proposed Bylaws submitted to the Board in September of this year, followed by a consultation with the various Chapters, Universities, and First Nations Directors.

Instead, and with the sanction of the Board, various individuals from either the Association (Martine Paquet; Isabelle Agnew; or Miguel LeBlanc) and the Committee (Anne Caverhill or Geraldine Poirier Baiani) delivered a PowerPoint presentation and led a discussion resulting in a consultation with all of the Chapters during a provincial tour. Miguel then followed up with consultation with the Université de Moncton and the First Nations Directors while Anne, Martine and Isabelle met with the School of Social Work at St. Thomas University.

Overall, more than 74 members of the Association were consulted and the majority of the recommended changes were agreed to without further discussion. Areas which did warrant more scrutiny went back to the By-laws Committee on November 5, 2018. A day-long discussion ensued which discussed in detail our original recommendations, coupled with feedback from the consultation. In some instances, revisions were made so as to reflect consultative feedback and in other examples, our lawyer was consulted so as to ensure that the feedback to the By-laws accurately reflected the intent of the Committee.

**Anne Caverhill, RSW**  
**By-laws Committee Chair**



*Rina Arseneault, RSW, NBASW 30th Anniversary Celebration*

## 02 Complaints Committee

The Complaints Committee is made up entirely of volunteer members of the NBASW. We meet on average once a month, which varies depending on numbers of complaints received. Members are Carole Poitras, Omer Savoie, and I, and the alternate member is Clara Tarjan. We were also pleased to welcome Julie Ouellette as a second alternate member to the Committee this year. Consistency is an important asset in ensuring an efficient and respectable process and I can confidently say the Committee thrives to do so with every complaint that is reviewed.

The Committee was busy working on updating the procedure manual and is hoping to modify and incorporate the new changes in the upcoming year.

The Committee is mandated to review and investigate complaints that are received, in accordance with the provisions of the 1988 Act to Incorporate the New Brunswick Association of Social Workers. As necessary, the Committee consults with the NBASW's legal counsel to obtain legal advice on action to be taken and get help with drafting decisions. Some complaints require more thorough investigation which requires the Committee to hire an investigator, who is also a member of the Association.

During the past year (April 1st, 2018 – March 31st, 2019), 16 new complaints were received, and 5 complaints were carried over from the previous year. Of these 21 complaints, 16 were dismissed and 1 was referred to the Discipline Committee. There are currently 4 ongoing matters.

I would like to thank all Committee members as well as the Registrar Martine Paquet, for their dedication as well as the expertise they bring to the Committee.

**Michelle Nowlan, RSW**  
**Complaints Committee Chair**

Complaint files opened and completed in 2018-19 took an average of  
**27.6**  
working days to complete



*Miguel LeBlanc, NBASW Executive Director, and Marcel Arseneau, NBASW Founder, 30th Anniversary Celebration*



8

webinars hosted in  
2018-19

## Education Committee

03

I would like to take this opportunity to thank the members of the Education Committee for their teamwork over the last year. Welcome to our two new members, Shannon Mallaley and Susan Gavin.

Our meetings enabled us to assess the applications for scholarships. The Committee noted an increase in the number of scholarship applications. This is a success for the NBASW. Scholarships are provided annually to social work students at Université de Moncton, St. Thomas University, and the Mi'kmaq-Maliseet BSW program. They are available through a partnership with the Co-operators Auto and Home Insurance Company.

The NBASW also provides bursaries and scholarships for its members. On behalf of the members of the Education Committee, I congratulate all 2018-19 scholarship recipients and wish them every success!

The Committee co-hosted 2 of the webinars hosted this year, one of which was offered in the fall by Partners for Youth. The Committee will try to host another webinar for members to help out with continuing education. Members are encouraged to let us know of any subjects they would be interested in to vary these sessions.

Once again, a huge thank you to committee members for their great work and involvement!

In closing, I want to welcome Keara Grey, the new Social Work Consultant, who has provided us with support and help in organizing the last few electronic communications. I would be remiss if I failed to mention the work done by Rachel Mills, who provided support to the Education Committee in 2018 for granting scholarships and setting up our continuing education webinar.

**Anouk McGraw, RSW**  
**Education Committee Chair**



**DID YOU KNOW**  
Social Work Week  
is now  
**Social Work  
Month?**

# 04 Committee of Examiners

I have been the Chairperson of the Committee of Examiners since May 2016. In May 2018 I was appointed to serve a second term as Chairperson and am fortunate to work alongside a group of devoted and conscientious Social Workers and interested community members.

As is pertinent to this committee, the NBASW Registrar, Martine Paquet, deserves considerable recognition for her continued and consistent dedication, guidance, knowledge, and attention to detail that she offers the Committee of Examiners. She consistently puts a lot of effort into keeping us organized and ensures each application that is submitted is complete with all required accompanying documents.

The members of the committee over this past year have been as follows: Geneviève Bourgeois, Annie Guitard, and Jessica Melanson (public member). I would like to recognize each member of the committee for their continued dedication, diligence and contributions in reviewing and approving applications for membership with the NBASW over this past year. Their commitment to the Committee of Examiners and the Social Work profession is essential and has not gone without notice. With that said, we are sad to have had to say good-bye to Annie Guitard, though we fully support her moving on to new interests.

**211**  
members approved  
by the Committee of  
Examiners in  
2018-19

The committee strives to make the best decisions for membership approval in accordance with the mandate and by-laws outlined by the NBASW. The Committee meets every month and makes every effort to arrange meetings that coincide with the completion of programs in our local schools of social work.

The mandate of the Committee of Examiners is to evaluate candidates who are applying for membership with the NBASW in one of the following categories: regular member, temporary member or student member.

There currently are three open seats on the Committee of Examiners. We as a committee would like to invite and encourage other members to who might be interested to join us in our efforts of evaluating new applicants for the profession of Social Work here in New Brunswick.

From April 1st, 2018 to March 31st, 2019, the total number of members approved by the committee was 211, which is 31 more than last year. A more detailed breakdown is as follows:

- The committee had 15 meetings in total
- The committee approved 128 regular members (1 more than last year)
- The committee approved 22 temporary members (10 more than last year)
- The committee approved 61 students (20 more than last year)

This year has been a busy and rewarding one as chairperson as well as, for all members of the committee. We as a committee look forward to the year ahead.

**Laura Hiscock, RSW**  
**Committee of Examiners Chair**



# 05

## Discipline Committee

We have had a few changes within the Discipline Committee. Rina Arseneault, who chaired the committee, saw her term end and retired. Claudette Bourgeois's involvement also ended in December 2018. Mariette Amboise, public representative, saw her term end, also, having served for four years. I want to extend sincere thanks to Rina, Claudette, and Mariette for their dedication and their determination as members of the Discipline Committee. You have made a difference!

### 4

discipline cases were completed in 2018-19

Here are the current members of the Discipline Committee: Gloria Sacobie, Debby Stanton and Eileen Gauthier, regular members; Paul Blanchard, Public Representative; and Genevieve Forest-Allard, Chair. Welcome to the new members!

Over the past fiscal year, 2018-19, one complaint was referred to the Discipline Committee by the Complaints Committee, and five matters were carried over from the previous year. Of the six matters, four were resolved and two are currently being

dealt with.

On June 12, 2018, during a teleconference hearing, the committee reached a determination of guilt in one situation and imposed sanctions.

On September 13, 2018, the committee met by conference call to discuss two situations regarding an NBASW member. The committee reviewed and accepted the voluntary admission from the member.

The committee met on November 6, 2018, by conference call. During this hearing, committee members reviewed



*Miguel LeBlanc, Marcel Arseneau, Madeleine Dubé, Morel Caissie, and Claude Savoie*



*Wine & Cheese Event, St. Thomas University, December, 2018*

and accepted the voluntary admission from the member. The Discipline Committee remains active and will soon be holding a disciplinary hearing to hear another case.

In conclusion, I want to thank all past and present committee members, as well as our Registrar, Martine Paquet, for her dedication and expertise during our conference calls and hearings.

**Genevieve Forest-Allard, RSW**  
**Discipline Committee Chair**

## 06

### Practice Issues, Ethics and Professional Standards Committee

The members of the Practice Issues, Ethics and Professional Standards Committee are Mary Ann McLeese, Erica Vienneau and Kathleen MacPhee. For your information, some positions are vacant on the committee. These positions need to be filled in order to continue the important work of the committee. If you are interested in participating, please inform the NBASW office.

The Committee received one Ethical Submission Form from the membership during 2018-2019. The Committee looks forward to continuing to provide this valuable consultation service to members in the upcoming year. If you have any ethical questions, please feel free to contact the NBASW Registrar, Martine Paquet, or complete the Practice Issues, Ethics and Professional standards form that can be found on the NBASW website.

I would like to thank all of the members of the committee for their ongoing work and dedication.

**Submitted on behalf of the Practice Issues, Ethics and Professional Standards Committee,**  
**Martine Paquet, RSW,**  
**NBASW Registrar**



# 07

## Promotion of the Profession Committee

The Promotion of the Profession Committee includes Théo Saulnier (Co-Chair), Rina Arseneault (Co-Chair), Karine Levesque (Board Liaison), Carmen Godin, and Anne-Drea Allison. There is currently one open seat on the Committee and if you are interested in joining, please submit your application through the NBASW website.

The Promotion of the Profession Committee is a brand new committee with a primary mandate of promoting the profession of social work to the public.

In 2018-19, the Committee worked hard to create its Terms of Reference and helped plan a Promote my Profession Contest during Social Work Month. The Committee plans to make the contest an annual occurrence, and all members are encouraged to participate for a chance to win.

The Committee will be working with the NBASW staff in the upcoming fiscal year to create a promotional public campaign, which the Committee hopes will inspire others by promoting social work.

**Submitted on behalf of the Promotion of the Profession Committee,  
Isabelle Agnew,  
NBASW Communications Officer**

# 08

## Social Action Committee

The Social Action Committee includes Debby Stanton (Chairperson), Erin Jackson, Katherine White, Samantha Martin, and Erica Vienneau. The committee has an opening for one more member. If you are interested in joining, please contact the NBASW office.

In 2018, the Social Action Committee worked hard to develop a report, titled *Using a Right-Based Approach to Support Adults with Dual Diagnosis*, which can be found on the NBASW website.

Since the new year, the committee has met twice and decided to focus on creating infographics regarding social issues. Committee members plan to work with other organizations in the coming year to share their research and important messages in this easily accessible format.

The Social Action Committee was also involved in the development of several reports that were submitted by the NBASW to government and community stakeholders, including the *New Brunswick Pre-Budget Consultation 2019-2020*, the *New Brunswick Dementia Strategy*, and the *Renewal of Overcoming Poverty Together: The New Brunswick Economic and Social Inclusion Plan*.

The Committee is excited to continuing promoting social action in the coming year.

**Submitted on behalf of the Social Action Committee,  
Keara Grey, RSW,  
NBASW Social Work Consultant**

# Chapter Reports

The NBASW membership belongs to 11 individual chapters, which are divided regionally. Each member of the Association belongs to a chapter, and chapters address regional issues for membership, help members with professional development, and act as a liaison between their members and the Board of Directors. The following are this year's chapter reports.

## 01 Acadian Peninsula Chapter

The chapter met regularly to plan activities and events.

The chapter held a contest to give two social workers from the area the opportunity to take part in a training session held in Moncton. The committee committed to paying for the session. Also, efforts were made to plan the provincial AGM held in Tracadie. The traditional Christmas dinner took place at Au Pet't-Mousse restaurant in Lamèque. A draw was held for several door prizes, as well as for \$100 to go toward the annual NBASW fees for a member. It was a very nice evening and was much appreciated by the members.

Also, our chapter members celebrated Social Work Month. A message of congratulations for their work was sent out to all members, and they were invited to a cocktail hour. A draw was again held for several door prizes, including another \$100 prize to go toward a member's annual NBASW fees.

The chapter is still giving priority to establishing an updated contact list for members to facilitate communications with them. The list is reviewed every six months.

The chapter continues to meet to plan new activities and events.

**André-Marc Friolet, RSW**  
**Acadian Peninsula Chapter President**

## 02 Chaleur Chapter

During the 2018-2019 period, the Chapter met several times to discuss certain important subjects affecting the members from the Chaleur Chapter.

Currently, the executive is looking into different opportunities to involve members of the Chaleur Chapter to participate in activities that interest them, whether it be social or educational events. We extend the invitation to the members to take part in sharing their ideas with the Chapter. Some funds are available to aid in organizing development training and/or activities. It would be interesting opening up these developmental training opportunities to professionals in other disciplines with a registration fee. This registration fee could aid the chapter and help generate a source of income for other activities and developmental trainings in the future.

**Danie Boudreau, RSW**  
**Chaleur Chapter President**



# 03

## Fredericton Chapter

The Fredericton Chapter had a busy year! The Chapter Executive consists of President, Valerie DeLong; Vice-President, Leslie Lecour; Secretary, Tanya Wilson, Treasurer, Tara Hay, and Chapter Director, Susan Gavin. The Chapter's Education Committee is very active, with Evelyn Morrison as the Chair. All Chapter members are encouraged to participate in Chapter events, meetings and information sessions and join a committee! More hands; less work!

The Chapter has a core group on the Education Committee who dedicate many hours to ensure there is an educational component during the evening and lunch sessions throughout the year and plan for at least one full day session a year. Everyone is welcomed to participate in planning events, to suggest topics for future events, participate on a



*Geraldine Poirier Baiani, Karla Parks-Lissok, Carla Gregan-Burns, NBASW 30th Anniversary Celebration*

committee, etc. And of course, everyone is welcomed at the meetings and sessions!

Beginning on September 26th, the Chapter held an evening meeting, with guest presenter, Tanya Smith, speaking on the topic of "Making Connections – Trauma Informed Practice". A very well-done presentation sparked many of us to look beyond the behavior and see individuals' behaviors from a trauma-informed perspective. This was followed by a short business meeting.

In October, the Chapter held a noontime session at Victoria Health Centre, with a presentation by the FACT team from the Adult Team at Mental Health and Addiction Services. This was very informative and is an innovative approach to assisting individuals.

During the November 28th evening session, Tanya Wilson presented on "Seeing Beyond the Eating Disorder", which was the topic of her thesis. It was a great presentation and very informative way to view eating disorders from both a

health and social work perspective.

On December 5th, the Chapter hosted a drop in at the Delta's D.J. Purdy's Lounge which was well attended and enjoyed by all. Light refreshments and door prizes were part of this social event. January's session was cancelled due to weather.

During February's evening meeting, Sylvie LaPointe, an alumna of the Université d'Ottawa and current Director of Services as ISS Canada, provided information on International Social Services. ISS is a non-profit organization which mobilizes domestic and international networks of professionals to effectively connect individuals, children and families separated by international borders to access the services and supports they need. This presentation was followed by a business meeting at which time I advised that I would be vacating my position as President as of May. At that meeting an election will be held.

The educational event during Social Work Month was held on March 15, 2019 at the New Maryland Community Center. This all-day event was free to Chapter members and snacks and lunch were provided for the participants. The event featured Tanya Smith speaking on the topic of "Trauma Informed Care" and the afternoon session was a presentation by Barb Wilkins on "Walking the Talk; Survival Advice". This event was well attended and the presentations by both Tanya and Barb offered valuable information for working in the profession of social work, both with individuals, families and children and for taking care of ourselves. In addition to the presentations, I was awarded the CASW Distinguished Service Award by NBASW Executive Director, Miguel LeBlanc. The CASW Distinguished Service Award is presented annually during Social Work Month. I am truly honored to have been nominated and chosen for this award!

A noon session is planned for April 24th, and will be held at Two Nations Crossing, with Sandra Barton presenting on "Collaborative Approaches in Social Work" including Family Group Conferences.

As in past years, the Chapter has continued with the contest where one social worker who has attended at least three meetings/educational events, will have their membership fees reimbursed by the Chapter. The "winner" picked this year will be identified at the AGM.

A year end meeting is currently in the planning stages for May 22nd. This will be an opportunity for year-end wrap up/ social time and of course, the election. It is hoped that the event will be well attended with new faces being elected for the Executive and that the networking/social time will be enjoyable for all!

In closing, I would like to encourage fellow social workers to remain or become active in the local chapters and most importantly, to promote and support our social work profession

**Valerie DeLong, RSW**  
**Fredericton Chapter President**

## Miramichi Chapter 04

It was a quiet year for the local chapter. There was a BBQ during March for Social Workers Month. At this supper there was a draw for 5 members to win \$50.00. There was also an election for new members:

President: Michele Bushey-Joe  
Vice President: Katlyn Forbes  
Secretary: Erika Hunter  
Treasurer: Huguette MacIntosh  
Chapter Director: Melinda Warren.

**Melinda Warren, RSW**  
**Miramichi Chapter Director**



*Sheri Coburn, RSW, NBASW 30th Anniversary Celebration*



## 05 Moncton Chapter

Our annual meeting was held in June at the Mapleton Lodge in Moncton where we served wine and cheese to our members, drew prizes, introduced the executive committee, and discussed and brainstormed for future activities. We also had the pleasure of having a magician entertain us for an hour.

A few members had suggested we organize some coffee talks about different topics related to our work, so we planned one in October in Dieppe about how to set boundaries with our clients. Besides a few of our executive members, no other members showed up. We decided to not pursue this type of activity further.

In November, the NBASW held the 30th Anniversary Celebrations in Moncton. Our chapter provided a wine and cheese room between speakers and dinner and drew for prizes for Moncton members.

March was a busy month for our chapter as we held two dinners to celebrate Social Work Month among our members. One dinner was held at St-James Gate in Dieppe and another was held in Richibucto at Makeba restaurant. We drew prizes for both and had great turnouts. We may need to expand larger for Richibucto next year!

The ethical note taking training that was organised by our chapter among the head office of the NBASW had a great turnout. Thirty of our members attended the morning training led by professors Penelopia Iancu and Isabel Lanteigne from University of Moncton.

**Submitted by the Moncton Chapter Executive,  
Leanne, John, Erica, Valerie and Jennifer-Anne**

## 06 Restigouche Chapter

The Restigouche Chapter held three general meetings over the last year, which attracted many participants. We were fortunate to hear a presentation on the network and Centre of Excellence for Youth during our meeting in December 2018. We also did a survey with members to identify the activities they are interested in, to increase participation in activities organized in the region.

During Social Work Month, we held several events, including a professional development session on trauma-informed care given by our colleague Brigitte Gignac, a session on barriers and solutions by Julie Thériault Guitard, a community networking event where members learned about four community agencies, and an evening social event to celebrate our profession. No applications were received this year for the social worker of the year award or the community recognition award.

In March 2018, the remaining members of the local chapter, including Director Carole Gallant and President Mélodie Vienneau, were pleased to welcome new members to fill the vacant positions on the local chapter executive. Rachel Legacy was elected Vice-President, Sophie Doucet was elected Secretary, and Vickie Maltais was elected Treasurer. Milaine Roy joined the team as Board Liaison in December 2018.

This year is the last year of Carole Gallant's term as Chapter Director, and we want to thank her for her dedication and commitment to the local chapter. We also thank Vickie Maltais, who has agreed to take up the challenge as Chapter Director after the election at the AGM this year.

The executive would like to thank its members and the past executive for their involvement during the year. We also want to encourage members to take part in activities and get involved with the local chapter, to create opportunities for meetings, learning, and promoting our profession.

**Mélodie Vienneau, RSW  
Restigouche Chapter President**

**DID  
YOU  
KNOW?**

NBASW Chapters now have their own email address. To find out how to contact your local chapter, visit [www.nbasw-atsnb.ca/about-us/local-chapters](http://www.nbasw-atsnb.ca/about-us/local-chapters)

# Financial Statement

## INDEPENDENT AUDITOR'S REPORT

To the Members of The New Brunswick Association of Social Workers Incorporated

### *Opinion*

We have audited the financial statements of The New Brunswick Association of Social Workers Incorporated (the Association), which comprise the statement of financial position as at March 31, 2019, and the statements of changes in net assets, operations and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at March 31, 2019, and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not for profit organizations.

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not for profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Fredericton, New Brunswick  
May 1, 2019

CHARTERED PROFESSIONAL ACCOUNTANTS

**Statement of Financial Position**  
**March 31, 2019**

	2019	2018
<b>ASSETS</b>		
CURRENT		
Cash	\$ 922,659	\$ 735,455
Term deposits (Note 3)	699,365	824,772
Accounts receivable	-	271
Prepaid expenses	2,434	2,868
	1,624,458	1,563,366
PROPERTY AND EQUIPMENT (Note 4)	32,886	37,399
INTANGIBLE ASSETS (Note 5)	34,254	20,808
	\$ 1,691,598	\$ 1,621,573
<b>LIABILITIES AND NET ASSETS</b>		
CURRENT		
Accounts payable and accrued liabilities	\$ 76,497	\$ 58,246
Government remittances payable	10,708	9,893
Unearned membership dues (Note 6)	563,870	497,122
	651,075	565,261
NET ASSETS		
Unrestricted	283,843	432,472
Restricted	689,540	565,633
Invested in Property and Equipment and Intangible Assets	67,140	58,207
	1,040,523	1,056,312
	\$ 1,691,598	\$ 1,621,573

**Statement of Changes in Net Assets**  
**Year Ended March 31, 2019**

	Unrestricted	Restricted	Invested in Property and Equipment and Intangible Assets	<b>2019</b>	2018
<b>NET</b>					
ASSETS - BEGINNING OF YEAR	\$ 432,472	\$ 565,633	\$ 58,207	<b>\$ 1,056,312</b>	1,057,540
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	21,573	(17,551)	(19,811)	<b>(15,789)</b>	(1,228)
INVESTMENT IN PROPERTY AND EQUIPMENT AND INTANGIBLE ASSETS	(28,744)	-	28,744	-	-
INTERFUND TRANSFERS (Note 7)	(141,458)	141,458	-	-	-
NET ASSETS - END OF YEAR	<b>\$ 283,843</b>	<b>\$ 689,540</b>	<b>\$ 67,140</b>	<b>\$ 1,040,523</b>	1,056,312

**Statement of Operations**  
**Year Ended March 31, 2019**

	2019	2018
<b>REVENUE</b>		
Membership dues	\$ 715,128	\$ 633,065
Grant - Cyberviolence project	-	21,464
Interest	10,078	11,353
Other	4,953	2,891
30th Anniversary Donations	18,213	-
	<u>748,372</u>	<u>668,773</u>
<b>EXPENSES</b>		
	\$ -	\$ -
30th Anniversary Expenses	23,922	-
Board and executive meetings	13,360	17,193
Chapter rebates	18,490	18,160
Committee expenses	15,834	7,462
Communication plan	1,725	16,229
Complaints and discipline	19,781	36,837
Credit card fees	14,535	12,629
Dossier expenses	2,394	1,988
Dues - C.A.S.W., C.C.S.W.R., and A.S.W.B	77,418	67,232
Equipment lease	4,962	4,982
Insurance	6,334	7,298
Meetings and conventions	17,414	13,910
Office	14,080	15,453
President's expenses	7,851	4,306
Professional fees	35,804	28,919
Program - Cyberviolence	-	7,522
Public relations and promotions	13,448	11,335
Rent	33,942	29,114
Salaries, wages and subcontracts	333,517	286,623
Scholarships	6,000	5,164
Services to members	22,081	12,218
Staff expenses	19,148	10,931
Strategic planning sessions	-	12,769
Telephone	10,854	12,589
Travel and donations	1,185	1,272
Website and computer support	12,720	9,046
	<u>726,799</u>	<u>651,181</u>
	<u>21,573</u>	<u>17,592</u>
<b>RESTRICTED INCOME (EXPENSE)</b>		
Interest (Restricted)	10,476	10,345
Re-Opening of Act	(28,027)	(18,113)
	<u>(17,551)</u>	<u>(7,768)</u>

OTHER EXPENSES

Amortization of property and equipment	(11,095)	(8,079)
Amortization of intangible assets	<u>(8,716)</u>	<u>(2,973)</u>
	<u>(19,811)</u>	<u>(11,052)</u>
DEFICIENCY OF REVENUE OVER EXPENSES	\$ <u>(15,789)</u>	\$ <u>(1,228)</u>

**Statement of Cash Flow**  
**Year Ended March 31, 2019**

	2019	2018
<b>OPERATING ACTIVITIES</b>		
Deficiency of revenue over expenses	\$ (15,789)	\$ (1,228)
Items not affecting cash:		
Amortization of property and equipment	11,095	8,079
Amortization of intangible assets	8,716	2,973
	<u>4,022</u>	<u>9,824</u>
Changes in non-cash working capital:		
Accounts receivable	271	-
Prepaid expenses	434	565
Accounts payable and accrued liabilities	18,251	12,551
Unearned membership dues	66,748	44,855
Government remittances payable	815	(282)
Unearned government grants	-	(21,464)
	<u>86,519</u>	<u>36,225</u>
	<u>90,541</u>	<u>46,049</u>
<b>INVESTING ACTIVITIES</b>		
Purchase of property and equipment	(6,582)	(30,790)
Purchase of intangible assets	(22,162)	(23,781)
Term deposits	125,407	(12,687)
	<u>96,663</u>	<u>(67,258)</u>
<b>INCREASE (DECREASE) IN CASH</b>	<b>187,204</b>	<b>(21,209)</b>
<b>CASH - BEGINNING OF YEAR</b>	<b>735,455</b>	<b>756,664</b>
<b>CASH - END OF YEAR</b>	<b>\$ 922,659</b>	<b>\$ 735,455</b>



**Notes to Financial Statements**  
**Year Ended March 31, 2019**

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1. DESCRIPTION OF OPERATIONS

The New Brunswick Association of Social Workers is a not-for-profit organization that governs and regulates social work services provided to the public in the Province of New Brunswick.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

Cash and cash equivalents

The Association considers cash on hand, short-term deposits and balances with banks, net of overdrafts as cash or cash equivalents. Bank borrowings are considered to be financing activities.

Financial instruments policy

The Association considers any contracts a financial asset, liability, or equity instrument as a financial instrument, except in certain limited circumstances. The Association accounts for the following as financial instruments:

1. Cash and cash equivalents
2. Trade and other receivables
3. Payables and accruals
4. Term deposits

A financial asset or liability is recognized when the Association becomes party to contractual provisions of the instrument.

The Association initially measures its financial assets and financial liabilities at fair value, except for certain non-arm's length transactions.

Financial assets or liabilities obtained in related party transactions are measured in accordance with the accounting policy for related party transactions except for those transactions that are with a person or entity whose sole relationship with the Association is in the capacity of management in which case they are accounted for in accordance with financial instruments.

The Association subsequently measures its financial assets and financial liabilities at cost or amortized cost less any reduction for impairment, except for term deposits which are measured at fair value.

The Association removes financial liabilities, or a portion of, when the obligation is discharged, cancelled, or expires.

**Notes to Financial Statements**  
**Year Ended March 31, 2019**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Property and equipment

Property and equipment is stated at cost or deemed cost less accumulated amortization. Property and equipment is amortized over its estimated useful life on a declining balance basis at the following rates:

Furniture, fixtures and equipment	20%, 30%
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The Association regularly reviews its property and equipment to eliminate obsolete items.

Intangible assets

The website design and development costs are capitalized and being amortized on a straight-line basis over four years.

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Revenue recognition

Membership dues, interest and other revenues are recognized on the accrual basis as earned. Project grants are recognized as revenue in the year in which the related expenses are incurred.

3. TERM DEPOSITS

Term deposits are interest bearing at rates between 1.50% and 2.25% and have maturity dates within one year.

4. PROPERTY AND EQUIPMENT

	Cost	Accumulated amortization	<b>2019 Net book value</b>	2018 Net book value
Furniture, fixtures and equipment	\$ 137,275	\$ 104,389	<b>\$ 32,886</b>	\$ 37,399

5. INTANGIBLE ASSETS

	<b>2019</b>	2018
Website design and development costs	\$ 45,942	\$ 23,781
Accumulated amortization	<b>(11,688)</b>	(2,973)
	<b>\$ 34,254</b>	\$ 20,808

6. UNEARNED MEMBERSHIP DUES

This amount represents dues collected for the 2019-2020 year, net of associated CASW fees.

7. RESTRICTED NET ASSETS

The Board of Directors has internally restricted resources for specific purposes as follows:

The Contingency fund can be accessed for day to day operations of the Association in the event of a revenue shortfall.

The Defence fund can be accessed in order to cover the legal and associated costs of disciplinary hearings.

The Scholarships fund can be accessed to cover the costs of bursaries awarded by the Association.

The Special projects fund can be accessed for future projects as determined by the Board of Directors.

The Re-opening of Act fund can be accessed to cover costs associated with regulatory revisions and amendments to the *New Brunswick Association of Social Workers Act, 1988* legislated by the Province of New Brunswick.

The Communication Officer fund can be accessed in order to cover the costs related to the communication officer.

	<u>2019</u>	<u>2018</u>
Contingency	\$ 403,267	\$ 336,402
Defence	100,948	105,117
Scholarships	31,007	30,712
Special projects	52,548	51,525
Re-opening of Act	42,505	41,877
Communication Officer	59,265	-
	<u>\$ 689,540</u>	<u>\$ 565,633</u>

During the year, the organization transferred \$28,113 (2018 - \$18,113) from the Unrestricted Fund to the Re-opening of Act Fund, \$6,126 (2018 - \$nil) from the Defence Fund to the Unrestricted Fund, \$59,226 (2018 - \$nil) from the Unrestricted Fund to the Communication Officer Fund, and \$60,245 (2018 - \$nil) from the Unrestricted Fund to the Contingency Fund.

8. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.



**New Brunswick Association of Social Workers**  
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