



Alberta Association
for Behaviour Analysis

ANNUAL REPORT

2019-2020

May 15, 2020

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President's Greeting

This Annual General Meeting (AGM) is provided to you in written report format, rather than an in person meeting venue, due to the current and ongoing global COVID-19 pandemic. The physical restrictions imposed at this time is significantly changing our daily lives, family life and work life.

We are truly experiencing unprecedented times and I hope that everyone is staying safe and healthy (in both body and "mind") and managing as best they can.

The month of May for AltaABA signifies a "new year", and we report to our membership on achievements, challenges, committee reports, next steps and welcome in new board members and say good-bye to departing board members. But first, I will celebrate the many accomplishments of the board this past year. Firstly, the board was very honoured to be included in a Federal Strategies Statement submitted to federal government officials in Fall 2019. The report is available on our website, and is interesting to note that all the President's across Canada's ABAI Chapters at the time of signing were all women. Secondly, the board distributed and analyzed membership responses to a survey and this resulted in maintaining some past events such as the social gatherings. Thank you to Leny, Victoria and Kayla for the survey and report. The survey report findings can be found on our website. The gathered information from the survey was instrumental to start drafting a strategic development plan we hope to release to the membership before the end of the year. Thank you Renai for your work with me on this draft. Thirdly, we were successful in recruiting a public relations officer in October 2019 to lead our social media platform. Thank you Sheri for jumping right into

the role. Fourthly, our student member at large, Nicole G, recommended that we address some student questions about starting a career in ABA or how to acquire supervision in Alberta. From her idea a panel discussion was held, entirely planned and managed by our student committee. The panel event was well attended by approximately 30 people in person and 13 people online. Thank you Nicole G for suggesting and guiding a successful event and to your co-presenter Tayt Garbutt. Lastly, the entire board, with the guidance of our governance training and committee, finalized many Board operational documents such as the roles and responsibilities for each board title. Thank you Leny. The board continued to discuss our risk benefit profile in decision making. Thank you to Victoria for preparing the documents for these discussions. And the board is happy to announce that we have secured a policy for Directors and Officers liability insurance. Thank you Renai, Fiona and Nicole J for getting this done. Please continue to read through our reporting committees on the next few pages and I will "see" you again at the end of this report.

The following meetings were held since the last AGM
Secretary: Nicole Jedrzejewski

Board Online Meetings

- July 25, 2019
- August 13, 2019
- October 22, 2019
- November 19, 2019
- February 25, 2020
- March 16, 2020

Quarterly Board Meetings:

- October 5, 2019
- January 18, 2020
- April 28, 2020 (via online meeting - COVID-19)

AGM:

- April 18, 2020 (Cancelled due to COVID-19)

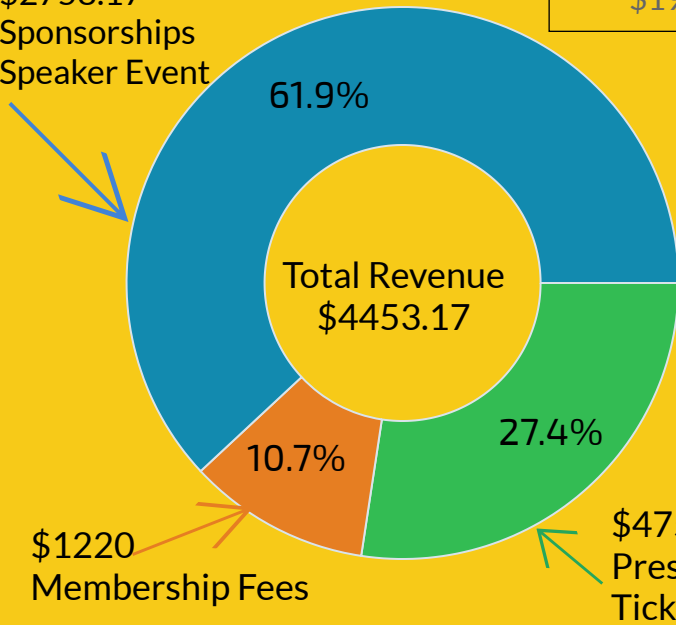
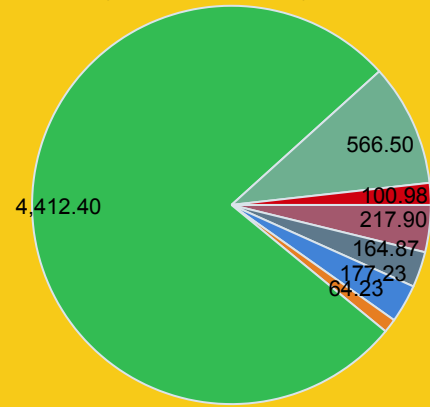
Finance Report

Committee Chair: Kayla Webber

Total Expenditures
May 2019 - May 2020

\$2758.17
Sponsorships
Speaker Event

Starting Balance
May 2019:
\$1911.49



JABA	217.90	Website Fee	164.87
Material Expenses (copies, etc.)	177.23	PayPal Fee's	64.23
May 2019 AGM Speaker Event	4,412.40	Insurance	566.50
Panel	100.98		

Current Available
May 2020:
\$660.55

Governance

Committee Chair: Leny D. Velasquez

To build and maintain a comprehensive and effective governance structure that guides and supports AltaABA's mission and remains in compliance with the Society Act.

Achievements



- Ad hoc sub committee: Leny Velasquez, Kayla Webber, Victoria Clauson
- Inform Strategic Planning
- Distributed the survey to the membership
- Analyzed results
- Presented results to board and membership via a document - available on AltaABA website



- Supported the completion of all the roles and description documents for each board position

Next Steps



- Terms of Reference for each committee in development
- Continue developing a comprehensive board manual to include: confidentiality agreement, conflicts of interest policy and agreement
- Continue to develop governance structure and best practices

Membership

Committee Chair: Renai Sveinson

56

TOTAL Members

36 Full
19 Students
3 Affiliate



To maintain communication with the AltaABA membership on the activities of the Board and on news within the province of Alberta relevant to the organization mission and vision, maintain an up to date record of membership information, and to develop the benefits of holding a membership.

Completed Activities:

- Held social events in Edmonton and one in Calgary
- Provided proof of membership for numerous members to support the ABAI applications
- Maintained and renewed subscription of JABA for member free access
- Created a membership benefits handout
- Created and disseminated resources to support members during COVID-19 pandemic, and sent email about Canadian-based Telehealth webinar

Available on website

Available on website

Next Steps:

- Create and run an online social event
- Expand website content resources for members
- Plan at least one event sponsored by AltaABA for members to earn BACB CEU's
- Focus recruitment in Calgary and potentially rural areas
- Develop relationships with key organizations in Alberta

Public Relations

Committee Chair: Sheri Gallant

Facebook
Instagram
Twitter

Between November 20, 2019 and April 30, 2020: there were 37 posts to all three social media platforms

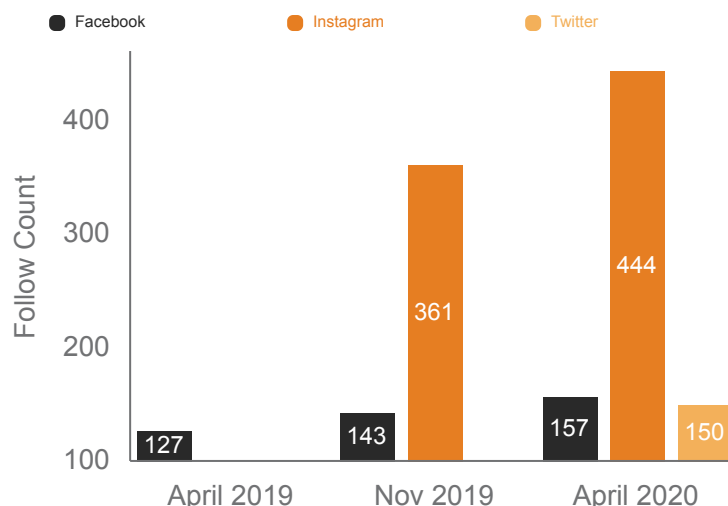
Sharing: AltaABA events, online CE opportunities, podcasts, positive/neutral posts/shares (quotes, humour, memes)

Social Media:

- Increase visibility and awareness about AltaABA
- Share behaviour related information, events, and upcoming evidence-based training available in Alberta, neighbouring provinces and online
- Build community by sharing pictures from events, projects from committees, and successes of membership
- Grow AltaABA community- membership, committees, event participation

Website:

- Membership registration, membership portal (i.e. JABA access), event/calendar events and chapter updates



INCOMING BOARD

Presenting Board 2019-2020



President: Miranda Macauley
President Elect: Renai Sveinson
Secretary: Nicole Jedrzejewski
Treasurer: Kayla Webber
Public Relations: Sheri Gallant
Member at Large: Leny Velasquez
Member at Large: Victoria Clauson
Member at Large: Fiona Perkins
Student Member at Large: Nicole Grocock

Incoming Board 2020-2021



President: Renai Sveinson
Past President: Miranda Macauley
President Elect: Vacant
Secretary: Nicole Jedrzejewski
Treasurer: Kayla Webber
Public Relations: Sheri Gallant
Member at Large: Victoria Clauson
Member at Large: Fiona Perkins
Member at Large: Sharon Randhawa
Student Member at Large: Christina Schofield



President's Closing

AltaABA has now completed its third year as an affiliated chapter of the Association for Behavior Analysis International (ABAI) and first year as an official Society in Alberta. We successfully filed our first annual return with the Corporate Registry in December 2019 and we submitted our annual report to ABAI in March 2020. I would encourage every member to look at the online ABAI conference this year (due to the pandemic), happening very soon from May 21-May 25, 2020.

At the time of this report, there has been an increase in BACB active certificants in Alberta from 41 in May 2019 to now 49 as of this month. The growth of behaviour analysis in Alberta is still present but remains slow. We will continue to advocate and disseminate according to our mission statement. This year may be challenging in the midst of a post pandemic era, government budget changes for many families and organizations we support and adjusting to our own "new normal" lives. That being said, I am sure our executive board will rise to the challenge.

I am pleased to welcome our two newest board members: Sharon Randhawa - Member at Large and Christina Schofield - Student Member at Large. Both Sharon and Christina attended our meeting at the end of April and the entire board has been supporting their onboarding. I am excited to see their contributions in the year to come.

It is also that time to say good-bye to Leny Velasquez and Nicole Grocock, as their terms have come to an end. We want to thank them for all their hard work during their time on the AltaABA executive board and wish them every success in future endeavours. At this time, I also wish to thank every board member for their many many volunteer hours spent working on projects, attending meetings, setting up events, attending events, etc.

Our plans for this upcoming year will be:

- a completed 3-year strategic plan (and possibly attending a strategic development planning workshop for not-for-profit societies)
- continue recruitment for a President Elect position that remains vacant at this time,
- continue to work on board documents (i.e. formal documents for committees),
- and continue recruiting participation onto working committees.

Please forward your name to Membership email or President email if you are interested in the President Elect position or volunteering for any committee. And please remain engaged with your input as our valued membership.

And now in closing, it is time for me to step down - my term has ended. I am confident that Renai Sveinson, your new President, will lead AltaABA with her wisdom, accountability and knowledge. Thank you all again for your passion in behaviour analysis!