

Saskatchewan Association of Social Workers

# 2017 Annual Report

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*Strengthening Individuals, Families & Communities*

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# SASW COUNCIL, COMMITTEE & BRANCH LISTING - 2017

## Council Members

President	Ryan Labatt	Members At Large	Melissa Flowers Evans Sheryn Peterson Anthony Penner
President Elect	Wanda Miller		
Secretary	Maureen Kraemer		
Treasurer	Carole Bryant	Public Representative	Sarah Tekatch

## Council Appointments

University of Regina, Senate Representative	Krista Olson	CCSWR	Karen Wasylenka Ryan Labatt
CASW Representative	Hazel Berg		

## Committee Chairpersons

Awards Committee	Ruth Ann Thomas	Professional Conduct Committee	Jim Walls
Children's Issues Committee	Susan Luedtke Julie Stocki	Social Justice Committee	Ryan Bilanski
Discipline Resource Pool	David Rivers	Standards of Practice Committee	Kathy Bovair Patti Petrucka
Education Committee	Rikki Gusway-Kelln	Volunteer Development Committee	Victoria Walton
Practice Ethics Committee	Donalda Halabuza	Mentorship	Vacant
Public Relations Committee	Kim Wilson		

## Branch Representatives

Humboldt & Area	Nicole Kinzel	Swift Current Branch	Glenda Carleton
Northeast Branch	Tara Nelson	Southeast Branch	Sheila Szakacs Jill Zyla
Prince Albert Branch	Karla Ethier Patti Cram	Yellowhead East	Twila Seeley
Saskatoon	Ryan Bilanski Tammy MacFarlane		

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# President's Report

This AGM will mark the end of my work in the role of President and the beginning of Wanda Miller's term as SASW President. Wanda's knowledge and experience has been a tremendous asset for Council and I look forward to working with her over the next year as Past-President. I am proud of the work that SASW Council has accomplished over the past three years in moving us through some complex and challenging work. Working with Kirk Englot in his final year as President, Council worked in separating the role of Executive Director and Registrar and in hiring Karen Wasylenka and Fay Schuster respectively into these roles. During this process, SASW Council in partnership with our colleagues engaged in Committee and Branch activities, worked hard to ensure services offered by SASW remained in place while these positions were vacant. Debb Fisher also played a significant role in ensuring continuity of services through this period.

For those of you who are interested in pursuing the Authorized Practice Endorsement (APE) the length of time it has taken to move this forward has likely been frustrating. The SASW has worked very hard in moving this through a very detailed process to the point of Proclamation. The wait is coming to an end with the application process nearing completion.

With completion of the SASW's new Strategic Plan the work of bringing it to life has begun. I am especially interested in the SASW's plan to engage in the Truth and Reconciliation process as it unfolds in the years ahead. If you have not yet had a chance to review the Strategic Plan, I encourage you to do so. I am excited about the opportunities ahead for our Association as we continue our strong regulation of practice and in the separate work as promoters of the profession.

The work that our colleagues do on branches and on committees is tremendous. The volunteer capacity within the SASW is a major contributor to the work that gets done and I want to thank all of you for the work that you do!

During the last year, I have had the opportunity to participate in discussions with the Canadian Association of Social Workers (CASW) Federation as well as participate in discussions with the Canadian Council of Social Work Regulators (CCSWR). This included participation in the CASW and CCSWR Annual General Meetings in Banff Alberta in June 2017. I am currently the interim treasurer of CCSWR and will be attending the Annual General Meeting in Ottawa this June. In March 2017, I completed the Association of Social Work Boards (ASWB) Board Member Training in Orlando, Florida and in November 2017, I attended the ASWB Annual Meeting of the Delegate Assembly in Atlanta, Georgia.

Over the last year, we have met with former Saskatchewan Minister of Social Services, Tina Beaudry-Mellor, opposition MLA's Nicole Rancourt and Carla Beck and with current Social Services Minister, Paul Merriman. During our most recent meeting with Minister Merriman, we discussed the work of the SASW, indicated our current membership numbers (i.e., approximately 1800), requested consideration to have a second Public Representative appointed to Council, indicated our interest in having mandatory registration of child welfare staff and provided information about Authorized Practice Endorsement.

Minister Merriman proclaimed Social Work Week in Saskatchewan (March 18<sup>th</sup> to the 24<sup>th</sup>) and invited representatives from SASW to the Legislative Assembly on March 21, 2018. Carol Bryant, Karen Wasylenka and I attended. Minister Merriman stated *“This special week is proclaimed each year to draw attention to the important role that social workers play in bringing change to people, families, and our communities. This week also gives us a wonderful opportunity to let the Saskatchewan Association of Social Workers know how much we value the relationship that we have forged with their organization and their members”*.

In closing, I want to thank Karen Wasylenka, Executive Director, and Faye Schuster, Registrar, for the excellent work you both do on behalf of SASW. To SASW Council Members, thank-you as well, for your hard work and support provided to me. I have very much enjoyed working on council over the past two years and appreciate the opportunities that have been given to me. Lastly, thank-you to SASW members for all you do in your chosen fields of social work practice.

**Submitted by: Ryan Labatt, MSW, RSW**

# Executive Director's Report

The year 2017 has been a busy one for SASW. As we move forward with a growing membership, we have been involved in a number of initiatives of which we can all be proud.

The year started with the Proclamation on January 1 of the 2013 amendment to *The Social Workers Act* to allow for diagnosis. This was another step in the journey that SASW began in 2002 to regain the ability of social workers to provide diagnosis. Following the proclamation of the legislation, further bylaw amendments were passed at the Annual General Meeting in May of 2017. The Authorized Practice Endorsement will be available to experienced and skilled clinical social workers who meet all the requirements laid out in our General Bylaws. APE has been a large undertaking for SASW and I wish to thank the task team, Ralph Aman (chair), Patti Petrucka, Kathy Bovair, and Ray Pekrul for their hard work and dedication in developing the detailed procedures that are required. This task team is a subcommittee of the Standards of Practice Committee who was deeply involved in the preliminary work of moving APE forward. Beginning in May of 2018, we can begin to accept applications from both grandparenting and new applicants.

A second large project in 2017 was the rollout of *Navigating Boundaries: Roadmap to Excellence* workshop. We have a dedicated group of volunteer facilitators – Erin Beckwell, Dixie Kennedy, Natasha Gilbert, Steve Wernikowki, Janet Miller, and Glenda Carleton. Workshops were offered in Regina, Humboldt, Saskatoon, Southeast, and Swift Current to a total of 136 participants, the majority of whom were SASW members. We continue to seek volunteer facilitators in the northern part of the province.

In the spring of 2017, we undertook the development of a new Strategic Plan with Praxis Consulting. A membership survey in May began the process, followed by a planning session with Advisory Board in June. We received valuable feedback from both the survey and the planning session. Of importance to note is that the Vision, Mission, and Values that SASW adopted previously were affirmed. We look forward to the new initiatives that will come from the new plan.

As you will see from the reports, in 2017 our branches and committees were hard at work. By the end of 2017, I have had the opportunity to meet with all the branches in person. I truly appreciate the opportunity to get out and meet our members face to face and hear more about all the work that is going on. I participated in all committee meetings that were scheduled in 2017 and was pleased to support the Social Justice Committee in becoming active once again.

A priority for me in 2017 was engaging with social work students. I met with students at the First Nations University in both Regina and Saskatoon, attended a panel presentation for students at the University of Regina in March and again in November, the Mentorship Panel for students hosted by the Saskatoon Branch in Saskatoon in October, and a social work class in Saskatoon by teleconference in December. It is encouraging to see an increase in our student membership, along with their involvement in SASW Committees.

As Executive Director, my role also includes working with colleagues across Canada and the United States. I attended the CASW and CCSWR meetings in Banff in June, the ASWB educational meeting in April, the Registrars meeting in September, the CLEAR conference in September, and the ASWB Annual Delegate Assembly in November. SASW is a member of these organizations and these are important events; we need to

stay ahead of new and emerging trends in regulation and work in a spirit of co-operation, sharing policy and practice ideas, with our colleagues.

As you know, SASW has a role both as a regulator and as an association. This can become a balancing act in terms of where our efforts and focus are. We are fortunate as we have dedicated committees who carry out all functions of our organization. It is through our collective effort that we move forward.

I wish to thank Council for their dedication and support; along with Debb Fisher, Office Administrator, and Fay Schuster, Registrar, who both work hard to keep the organization functioning as it should. I believe that SASW is in a sound organizational and financial position and I am looking forward to our continued success in 2018. It has indeed been my pleasure to work with everyone.

**Submitted by: Karen Wasylenka, MSW, RSW**

# Registrar's Report

It has again been my privilege to serve as the Registrar for SASW in 2017. As always I appreciate the opportunity to connect with members as well as new applicants to address concerns and issues.

I am fortunate in this role to often see the broader practice diversity of our members in diverse settings. Our members are involved in work above and beyond their primary practice, whether through research or community based activities. Often times this work goes uncelebrated. I would encourage all members to think about opportunities to share the work they do. The SASW newsletter is a great way to share experiences and innovations.

## Use of Title

Section 24(1) of the *Social Workers Act* states “**No person other than a member shall engage in the practice of social work by using the title “social worker”.**”

It is the responsibility of the Registrar to follow-up in situations where someone is calling themselves a “social worker” in absence of registration in Saskatchewan. In 2017, I followed up on a number of situations that came to my attention where use of title was an issue. In at least three cases written warnings were issued to individuals to cease from use of title or further action would be taken as prescribed under the *Social Workers Act*. In all cases, I was satisfied that no further action was required.

In addition to communicating with the individual, I also follow-up with employers to understand their policies regarding registration and ensure they understand the requirements of the *Social Workers Act*. There are a number of employers that require registration for certain positions regardless of use of title.

It is imperative to ensure compliance in the use of title to meet our primary mandate to protect the public. As I can only follow-up on situations I become aware of, I do appreciate members advising me when there is concern.

## Continuing Professional Educational (CPE) Activities

In June 2017, CPE scenario based Q&As were posted to our website to provide clarification to members on the CPE policy definitions. This document was a joint effort between myself and the Education Committee and formed by the annual CPE audits over a two year period.

## Membership Profile

In 2017, our membership numbers increased by 8.8% (157 members) from 2016 as noted in Table 1 below. The majority of the increase was seen in full time, non-practicing and student members.

TABLE 1 MEMBERSHIP DATA	2015	2016	2017
Full time	1252	1317	1411
Part time	176	187	180
Non practicing	236	197	232
Affiliate	1	1	1
Student	69	85	121
<b>TOTAL</b>	<b>1734</b>	<b>1787</b>	<b>1944</b>

**Employment Data - Table 2**

The majority (69.5%) of registered social workers were employed in community based agencies and health care as noted in Table 2 below. This represents a downward shift of 5.39% from 2016. The data presented is a good snap shot of where social workers are practicing; however, the data has limitations. Members upon registration may indicate more than one place of employment or may not indicate any place of employment.

TABLE 2 EMPLOYMENT DATA FOR RSW	2015	2016	2017
Community based agencies	478	272	535
Private practice	128	56	87
Health care	883	807	859
Ministry of Justice	56	57	68
Ministry of Social Services	129	120	162
School Social Worker	77	52	76
First Nations Agency	38	10	60
Govt of Canada	35	47	62
Research/Education (university)	8	3	7
Other	3	18	86

**Gender Data**

In 2017, the majority (77%) of members were practicing full time as noted in Table 3 below. The majority of our members continue to be female.

TABLE 3 GENDER DATA FOR RSW	REGISTRATION TYPE	2015	2016	2017
Female	Full Time	1122	1154	1240
	Part Time	161	163	157
	Non Practicing	182	170	206
Male	Full Time	145	162	171
	Part Time	27	24	23
	Non Practicing	27	27	26

**Note: Does not include Affiliates and Students**

**Age Data**

Ninety three percent (93%) of members provided age information in 2017 (1,808 members out of 1,944). Of those members reporting their age, 79.9% were between the ages of 30-64, 14.5% were under 29, and 5.5% were 65+.

TABLE 4 RSW AGE DATA	2015	2016	2017
20 - 24	38	26	51
25 - 29	207	175	212
30 - 34	271	284	294
35 - 39	211	226	271
40 - 44	164	184	208
45 - 49	154	176	158
50 - 54	215	221	201
55 - 59	166	163	164
60 - 64	131	152	149
65 - 69	73	59	59
70 - 74	20	24	29
75+	9	11	12
No answer			15

**Note: Does not include Affiliates and Students**

#### Continuing Education Activities Data

Members reported approximately 5.5% less hours of Continuing Professional Education (CPE) Activities in 2017 compared to 2016. For 2017, this represents 62 hours of CPE per full time (1,411) and part time members (180).

TABLE 5 CONTINUING PROFESSIONAL EDUCATION DATA	2015 HOURS	2016 HOURS	2017 HOURS
Category A - formal learning	39,047.78	40,645.22	39,128.47
Category B - teaching/mentoring	33,496.64	38,606.90	35,552.98
Category C - informal learning	27,298.80	26,377.12	25,122.87
<b>Total hours</b>	<b>99,843.22</b>	<b>105,629.24</b>	<b>99,804.32</b>

**Submitted by: Fay Schuster, MSW, RSW**

# CASW Representative Report

This report highlights some of the continuing work done at the CASW National Office, special committee work and changes on the CASW Board. There were emotional farewells to long serving board members recognized for their contributions at the June 2017 meeting in Banff, Alberta which was hosted by the Alberta College of Social Workers.

New board members and existing CASW Board members met on October 21 & October 22, 2017 in Ottawa. We reviewed CASW operations, bylaws, partnership agreements & the fee formula as well as principles and policy development, consensus decision making and motions/proposals, strategic plan as well as annual reports and financial statements. Board members were also provided with Policy Governance with Rose Mercier from The Governance Coach. (This training was much appreciated). Ajay Pandhi was elected Vice President of the CASW Board. Ajay represents the Alberta College of Social Workers.

## **Ongoing Advocacy and Policy Development**

CASW remains active on many social action fronts by its affiliation as an organizational member of national coalitions. Some of the advocacy include submissions to government; Universal Basic income: The Next Big Thing in Canadian Social Policy; National Strategy for Operational Stress Injuries; Clarification and Inclusion Moving Forward; and Standing Committee on Human Resources, Skills and Social Development and the Status of persons with Disabilities' Study on Poverty Reduction. (Speaking notes available on the CASW website). A CASW Board/Federation Committee was struck to begin the process of revising the 2005 Code of Ethics, Guidelines for Ethical Practice and Scope of Practice. There is a nominating committee for Election of the CASW President for the June 2018 meeting.

## **Reconciliation**

In our October 2017 board meeting, it was decided that we would emphasize reconciliation with a special meeting in November 2017 to work on an Action Plan to pursue reconciliation and promote understanding. Our current CASW Strategic Plan includes the goal of "developing stronger connections with indigenous social workers and communities to better support their issues and pursue share advocacy goals". We pledged support to aboriginal communities and organizations in implementing all recommendations made by The Truth and Reconciliation Commission of Canada (TRC). British Columbia, Alberta and Manitoba Associations have started work in addressing these issues. Canada officially adopts the United Nations Declaration in Rights of Indigenous Peoples. We have a great deal of work and resources to review as we work on the development of an Action Plan regarding reconciliation and how our profession can work and support individuals, members and communities across Canada.

## **Social Work Journal**

The 2017 *Canadian Social Work Journal*, CASW's official peer-reviewed on-line publication was published. The Journal can be accessed by logging in to your CASW Account.

## **National Award**

The recipient for the Glen Drover National Award for Outstanding Service has been selected and will be awarded on the 2018 Social Work Week.

### **National Social Work Month Theme**

The theme for Social Work Month in Canada for 2017 was *“Social Work: The Power to Empower”*

**Submitted by: Hazel Berg, BSW, RSW**

### **Canadian Council of Social Work Regulators (CCSWR)**

The Canadian Council of Social Work Regulators (CCSWR) provides a national structure for provincial and territorial social work regulatory authorities to act together as the voice on social work regulatory matters in Canada. CCSWR is a separate organization from CASW; CASW’s focus is on support and promotion of the profession of social work and CCSWR’s focus is on the regulatory functions. As SASW provides both functions, we are members of both organizations. All provinces are member organizations. We were pleased that New Brunswick rejoined CCSWR in 2017.

CCSWR held their Annual Meeting and Board of Directors meeting on June 10, 2017. Board meetings were held by teleconference on February 23, 2017 and October 30, 2017. The Executive is:

- President – Lynn King, Alberta
- Vice President – Lise Betteridge, Ontario
- Acting Treasurer – Ryan Labatt, Saskatchewan
- Secretary – Barb Timmerman, Manitoba
- Member at Large – Karen Wasylenka, Saskatchewan

Two subcommittees were active – the Bylaws review and the Interjurisdictional Subcommittee. In addition, the website was updated.

**Submitted by: Karen Wasylenka, MSW, RSW**

# Awards Committee

## Committee Purpose:

- To support and profile annual awards according to the policy set by Council as well as to promote the existence of the Student Award Fund which is administered by the South Saskatchewan Community Foundation.
- To select the recipients of financial awards, scholarships, and bursaries from applications/nominations received. These awards include, but are not limited to, the SASW Student Award and the CASW/BMS Scholarship.
- Through promotion, SASW membership is aware of the option they may use to make contributions to the Student Award Fund.
- Reviews nominations for the recognition awards, including but not limited to the SASW Distinguished Service Award and the CASW National Social Work Award. The committee recommends recipients to Council.

## COMMITTEE MEMBERS

- Ruth Ann Thomas, chair
- Barb Phozoff
- Brendan Wallace
- Jessica Gardipy

The Awards Committee has been busy this past year. The committee has revised and updated policies and awards.

### CASW National Social Work Award & SASW Distinguished Service Award

In 2017, no nominations were received for these awards; therefore, no awards were presented.

### SASW Student Award

The SASW Student Award is administered through the South Saskatchewan Community Foundation. The recipient of the 2017 SASW Student Award was Nicole Kinzel, from Janzen, Saskatchewan. The disbursement allocation from the fund for 2017 was \$564. The balance in the fund at December 31, 2017 is \$23,525.11.

### CASW/AON Scholarship Recipients

CASW in conjunction with AON yearly allocates funds to registered social workers and/or students to assist with continuing education activities and/or educational opportunities.

The SASW Awards Committee reviewed several applications for this award in 2017 and monies were made available to Samantha Gordon (Saskatoon), Hanna Koetting (Saskatoon), and Sophia Thomas (Saskatoon) who were students enrolled in an accredited social work program. The award was presented in recognition their contribution to their community, beyond the immediate requirements of education/employment. In 2017, CASW changed professional liability insurance carriers from AON to BMS. Scholarship monies continue to be available through this new insurance carrier.

As chair of this committee I would like to thank committee members for their hard work and commitment to this committee. I would also like to recognize the value of Karen Wasylenka's active participation with our committee and Debb Fisher for her administrative work.

**Submitted by: Ruth Ann Thomas, MSW, RSW**

# Children’s Issues Committee

**Committee Purpose:** The Children’s Issues Committee is a working group whose purpose is to educate the SASW membership and the community about the SASW Child Welfare Principles. Assuming an advocacy and collaborative role with others, strive to influence social policy and social change that will actualize these principles in child welfare practice and in the lives of children in our communities and province.

## COMMITTEE MEMBERS

- Susan Luedtke, co-chair
- Julie Stocki, co-chair

The Children’s Issues Committee has been very quiet since it was first recognized as an individual committee by our association. As with any new committee in the early stages of development, we were met with some of the typical challenges. These included creating terms of reference, defining the role of the committee and developing processes for our committee and SASW members. We would like to thank all the initial members who provided their input into formulating some of these important affairs.

As with some of our sister committees, the Children’s Issues Committee anticipates meeting on an as needed basis. When a concern is first brought to the attention of the committee chair(s) it will be reviewed with the concerned member(s) to get an in-depth understanding of issues at play. The matter would then be brought to the larger committee to review, discuss and identify what course(s) of action could be taken. This may involve researching policies and legislations, contacting other relevant organizations, writing letters and ultimately, advocating in whatever ways would be deemed most effective to promote change(s) where needed, to protect the best interest of *our* children.

In 2017 the Children’s Issues Committee began the preliminary steps of reviewing a case regarding concerns of children’s experiences in the courts; in particular, children subjected to the legal system as victims of abuse. We recognize that matters such as these can be time intensive and appear impossible to address. The intent of our committee is to explore this issue in depth, bring attention to the problems that exist and ultimately attempt to foster necessary change to uphold children’s rights.

**Submitted by: Julie Stocki, BSW, RSW**

## Discipline Resource Pool

**Committee Purpose:** The Saskatchewan Association of Social Workers has the sole responsibility to regulate the profession of social workers. The principal role of regulation is the protection of the public. The purpose of Discipline Committee Hearings is to hear and adjudicate complaints against a member brought forward by the Professional Conduct Committee.

### COMMITTEE MEMERS

- David Rivers, chair
- Katherine Potts
- Victoria Walton
- Sandra Fortman
- Charlene Cameron
- Anne Penniston Gray
- Kerry LaPointe
- Della Yaroshko
- Garry Prediger
- Klaus Gruber
- Sherry MacBean-Gross
- Sarah Tekatch, public representative

The Discipline Resource Pool (DRP) does not meet on a regular basis. The purpose of the DRP is to ensure there are sufficient members available to sit on a Discipline Committee if a hearing is required. It is encouraging to see the level of interest from registered social workers who volunteered for the DRP in 2017. All new members receive information and training prior to participation in a hearing.

There was one Discipline Committee Hearing held on January 16, 2017. The Discipline Committee Report and Penalty Order is available for review on the SASW website.

There were also five investigation reports completed by the Professional Conduct Committee (PCC) and forwarded to the Chair of the DRP which concluded with no recommendation for a discipline committee hearing.

**Submitted by: David Rivers, MSW, RSW**

# Education Committee Report

**Committee Purpose:** To address the educational needs and requirements of members for ongoing quality professional practice. The committee shall promote and offer continuing education for members including opportunities specifically related to the Code of Ethics and Standards of Practice. As well, the committee will collaborate, provide support and input to the Faculty of Social Work regarding the design and delivery of the degree programs. This includes assisting as BSW application review panelists and participating on a number of University Committees.

## EDUCATION COMMITTEE MEMBERS

- Rikki Gusway-Kelln, chairperson
- Krista Olson
- Jennifer Clarke
- Jessica Bonish
- Kara Fletcher
- Keri Hutchinson
- Kasey Mahnic
- Leanne Thoroughgood
- Hayley Huartson
- Ellen McGuire
- Colleen Barss

### Continuing Professional Education (CPE) Activities

Audits, conducted yearly by the SASW registrar have continued to bring up discussion regarding acceptable activities to record for CPE credit as well as questions about which is the most the appropriate category for certain CPE activities. A “Q&A” document was developed by SASW Registrar, Fay Schuster, in consultation with the Education Committee. This document is now accessible to all members through the SASW website. The intent of this document is to be a living document. As discussions arise, more questions and answers will be added.

### Continuing Education Opportunities

The “Roadmap to Excellence: Navigating Boundaries” workshop is developed, and can be accessed at the request of members. There are currently seven facilitators across the province.

SASW had been asked by the CASW to host a webinar so we partnered with Shelley Thomas Prokop of the Saskatchewan First Nations Family & Child Institute to present a webinar on *Transition Planning for Youth Aging Out of Care*. This webinar was made available to all CASW members. For those who did not catch the webinar live, you can find it on the CASW Webinar page.

### University of Regina

The Education Committee continues to organize and provide a list of volunteers to assist in reviewing BSW applications to the Faculty of Social Work at the University of Regina every winter.

In addition, the Education Committee provides representation on behalf of SASW to the following committees:

- University of Regina Senate: Krista Olson
- Undergraduate Studies Committee: Ellen McGuire
- Graduate Studies Committee: Colleen Barss
- Faculty Student Council: Krista Olson/Karen Wasylenska

I would like to give a heartfelt thank you to all members who continue to share their valuable time, expertise and wisdom by serving on the Education Committee.

**Submitted by: Rikki Gusway-Kelln, BSW, RSW**

## **Mentorship**

The provincial mentorship committee was not active in 2017; however, the Saskatoon Branch has continued to provide mentorship opportunities.

# Practice Ethics Committee

**Committee Purpose:** The purpose of the Practice Ethics Committee is to provide timely consultation to members of SASW regarding ethical concerns and dilemmas. We endeavor to have a response back to the member between two to four weeks; however, if consults come during holidays, it is very difficult to meet this expectation. Confidentiality is preserved. This committee is separate and independent from the Discipline Committee and the Professional Conduct Committees. Confidentiality is maintained by eliminating all identifying information when consultations are discussed in the committee. All consultations occur via e-mail and occasional telephone conferences. We strive to have one face to face meeting per year. All advice, suggestions and options provided by this committee are not binding and are based on reviewing the CASW Code, Guidelines, SASW Standards, ethics literature and relevant legislation.

## COMMITTEE MEMBERS

- Donalda Halabuza, chair
- Andrew Field
- Morgan Klassen
- Erin Wasson
- Leann Keach
- Kim Lees
- Crystal Giesbrecht
- Leanne Thoroughgood

The committee is still recruiting for another new member. For this committee, there is a need to have more social workers because when consultations come in, not all members are free to respond due to their work or personal responsibilities. In addition, it is important to have members that represent diversity in work experiences and are from a variety of different locations in the province. It is especially important to have both urban and rural representation. Currently, our members have experience in medical social work, young offenders, child protection services, veterans affairs, corrections, private practice, armed forces, foster care, family justice services (custody and access assessments), mediation, employee and family assistance, women's issues, domestic violence, policy analysis, Amnesty International, long term care, adult mental health, crises services, family violence, sexual assault, rural social work, child and youth (mental health for children and youth), veterinarian social work, social work in aboriginal communities, not for profit agencies, and government.

### Consultations

In 2017, the Practice Ethics Committee received 10 inquiries and assisted the SASW Executive Director in three informal requests for information.

There were no central themes in the nature of the requests. Consultations ranged from concerns in providing trauma informed services to women who were assaulted; private practice in rural areas and boundaries with people whom the social worker knows; when to report child sexual abuse; two requests regarding boundaries between non-social work businesses for social workers and former clients and how to navigate boundaries; use of social media for businesses outside of social work and concern that former clients may visit the site; two requests about conflict of interest concerns; issues of how to preserve confidentiality in school districts; and concerns when clients want the social worker they have seen in health care instead of being referred to a new one.

**Submitted by: Donalda Halabuza, PhD, RSW**

# Professional Conduct Committee

**Committee Purpose:** The Professional Conduct Committee is established under the authority of the Social Workers Act for the protection of the public. Its responsibility is to receive and investigate complaints alleging that members are guilty of professional misconduct or professional incompetence.

## COMMITTEE MEMBERS

- Jim Walls, chair
- Deborah Bryson Saurer
- Garry Chrusch
- Karl Mack
- Sheena McCallion
- Margaret Walraven
- Jean Wiens
- Harriet Greenhow, investigator

The SASW Professional Conduct Committee is made up of seven seasoned and experienced social workers who practice in various settings and locations in the province. The committee met regularly by telephone during the year. The members continue to demonstrate a strong commitment to their role in the regulation of social work practice and the protection of the public. The committee had one change in membership in 2017. Tracy Danylyshyn-Laycock withdrew from the Committee. I wish to thank Tracey for her work with the Committee and her contribution to the profession. Harriet Greenhow continues to provide investigative services to the Professional Conduct Committee. Harriet carefully explores the complaints ensuring all parties have an opportunity to be heard.

The Committee will seek to add another member in the year ahead. Consideration in recruitment will include; area of practice, practice experience, geographic, gender and cultural diversity, as the Committee strives to reflect the membership of the Association.

The Professional Conduct Committee received an unprecedented number of complaints in 2017. The Professional Conduct Committee is directed as follows by ***The Social Workers Act***:

*26(2) On completion of its investigation, the professional conduct committee shall make a written report to the discipline committee recommending that:*

- (a) The discipline committee hear and determine the formal complaint set out in the written report; or*
- (b) No further action be taken with respect to the matter under investigation.*

The activity of the Professional Conduct Committee in 2017:

Open files from 2016	4
New files opened in 2017	10
Files closed in 2017	8
Files remaining open	6

A Disciplinary Hearing was held on January 16, 2017. The Discipline Committee's decision with respect to that matter was published on January 27, 2017. The written decision and orders may be found on the SASW website.

Registered social workers have agreed that their practice will be accountable. Our practice is accountable to our clients, employers and the public at large. We have also agreed to be accountable to each other – our social work colleagues. This agreement means our practice is open to the scrutiny of those we serve and to those who stand beside us in the profession. This accountability strengthens the profession and promotes ethical and competent social work practice.

**Submitted by: Jim Walls, MSW, RSW**

## Public Relations Committee

**Committee Purpose:** To enhance public awareness and knowledge of the social work profession throughout the province.

### COMMITTEE MEMBERS

- Kimberley Wilson, chair
- Jane Chukwuiekwu
- Judy White
- Deborah Mooney

The Public Relations Committee continues to focus on connecting with members and potential members.

The SASW Facebook page continues to be utilized as our primary communication tool to get out information to people working in the social work profession. Posts on the Facebook page focus on content including self-care, interesting events, employment and training opportunities.

The committee was honored to have the artwork of Katharine Bird, social worker from Prince Albert featured for the SASW 2018 calendar. Katharine participated in the University of Regina - Faculty of Social Work Artist in Residence Project. The 2018 SASW calendar featured the portrait collection "In the Margins." Her artwork is truly beautiful and meaningful.

In addition, the committee purchased swag such as pen/highlighters and key chain clips. We will update members of future swag when the new logo is unveiled.

The Public Relations Committee is looking for your ideas, energy and enthusiasm. If you are interested in participating on this committee please let us know.

**Submitted by: Kimberley Wilson, BSW, RSW**

# Social Justice Committee

**Committee Purpose:** Recognizing that one function of social policy is to provide guidance for social work practice, the purpose of the Committee is to advocate for the reflection of social justice and human rights principles in emerging and existing social policy. The preferred approach to these issues is one characterized by collaboration and collective effort.

## COMMITTEE MEMBERS

- Ryan Bilanski
- Sandra Goodman-Chartier
- Busi Mabhena
- Jennifer Bond
- Patricia Walker
- Sijo Joseph
- Carrie Brody
- Courtney Gilmour
- Peggy Cunningham
- Nolan Gagnon
- Tanya Moore
- Jordan Puscus
- Jennifer Scrivener
- Katherine Madraga
- Melanie Grace
- Jody Hanson
- Erica Gray
- Shaylee Balfour
- Rachel Pancyr
- Teena Singh
- Shanna Stevens
- Rosanne Morphy
- Tanya Pivovar
- Stephanie Koroluk

After a period of inactivity, the Social Justice Committee became active in March, 2017. The first meeting had three participants. A call for new members had great results with a total of 24 committee members. Since that time a few have stepped away, and members of the committee participate when they are able. In 2017 we had four meetings. Meetings are held by teleconference, with sub groups sometimes working between meetings.

The first activity of the committee was to write to the Ministry of Health prior to amalgamation to the Saskatchewan Health Authority, requesting that principles of compassion, respect, service excellence and patient safety be ensured through maintenance of programs that serve vulnerable people.

The Social Justice Committee established a Facebook group, in which to share information with other committee members on activities occurring in the province. There has also been a Social Justice Provincial Directory made. This directory will display activities, agencies, and different associations that have to do with social justice. The purpose of the directory is to help members of the SASW have an understanding of what is happening in Saskatchewan in regards to social justice. More will follow in 2018.

The committee has spent time considering what the role of the committee should be in relation to social justice activities that branches are involved in. In addition to speaking about provincial issues, the Social Justice Committee is looking to partnerships with other action groups and establishing a repository of activities that all SASW members can access. Look for more in 2018.

**Submitted by: Ryan Bilanski, BSW, RSW**

# Standards of Practice

**Committee Purpose:** The purpose of the Standards of Practice Committee is to develop and maintain standards for social work practice which will ensure the quality of professional social work for the consumers of social work services.

## COMMITTEE MEMBERS

- Kathy Bovair, co-chair
- Bernie Holzer
- Sandra Dobra
- Patti Petrucka, co-chair
- Tanja Smiljic
- Marcie Nugent

On June 1, 2017, the Standards of Practice Committee saw the realization of the revised Standards of Practice for Registered Social Workers in Saskatchewan document. The focused work of the committee, SASW Council as well as the input from the membership has assisted in review of the practice standards by this Committee. This collaborative effort is once again underway with the work being completed of the next round of revisions. A noted focus is on the area of social work and technology, as we are now completing research and review of other member association's standards to assist in our review in this area.

The committee is planning work with the Education Committee to have the standards reviewed with the membership.

Further work has continued by a sub-committee on the Authorized Practice Endorsement. The sub-committee are in the final stages of work on the documentation and procedures for both the new and grandparenting applicants. The committee has worked closely with the SASW staff to create a seamless process. It is anticipated this will be unveiled in the early spring 2018.

**Submitted by: Kathy Bovair, MSW, RSW and Patti Petrucka, MSW, RSW**

# Volunteer Development Committee

**Committee Purpose:** The purpose of the Volunteer Development Committee is to directly seek and solicit nominations of practicing or non-practicing licensed members to fill any vacancies on the council of the association; to assist council in finding members to chair standing committees; to assist chairs of standing committees to fill vacancies on their committees; to assist council in finding licensed members willing to serve on the Professional Conduct Committee and the pool of licensed members willing to be available for appointment to Discipline Committees; and to carry other tasks assigned by council through the terms of reference.

## COMMITTEE MEMBERS

- Victoria Walton, chair
- Sandra Fortman
- Theresa Hilbig
- Kyila Purik
- Sara Erickson
- Cassidy Andres

The Volunteer Development Committee recruited for the Social Justice Committee, Discipline Resource Pool, Awards Committee, Education Committee and the Volunteer Development Committee in the past year. We were excited to see the response to the Social Justice Committee from the membership. As well, three nominations for Council positions were put forward at the Annual General Meeting. These positions include Member at Large, Treasurer, and Secretary.

At the time of this report, we are still actively recruiting for the Volunteer Development Committee, the Public Relations Committee and the Children's Issues Committee.

We are pleased that our new recruitment process has been generating good interest in vacant positions. Now all those who volunteer for specific committees at the time of registration are emailed when we are recruiting for a committee vacancy. Those who respond are then contacted directly with information about terms of reference and expectations. We also consult the committee chair to clarify if there are specific needs for the committee. At times, the SK Social worker (newsletter) is used to advertise specific volunteer needs. This process has created greater transparency and opportunity for all members. Members are encouraged to continue to update the committee interest section at registration renewal time.

I wish to thank Myrna Pitzel Bazylewski and Sandra Fortman who have provided many years of thoughtful service to this committee, and who have both resigned this year. In addition, I will be resigning from the committee as of this Annual General Meeting.

Thanks to each and every volunteer who assists with the work of our Association. Your time and wisdom is vital to the profession of Social Work. Lastly, thank you for the opportunity to assist the Association.

**Submitted by: Victoria Walton, MSW, RSW**

# Humboldt & Area Branch Report

## BRANCH EXECUTIVE MEMBERS

- Chair/Branch Representative: Nicole Kinzel
- Secretary/Treasurer: Erica Hamilton

In 2017, the Humboldt & Area Branch felt that we were finally able to get some footing as a new branch! Our meetings are held monthly, on the third Thursday over noon hour, at the Humboldt District Health Complex. Five to ten members are typically present at each meeting. Utilizing Telehealth technology, we have also been able to have members participate who may be working out of other rural locations.

The issue of food insecurity is an ongoing one that most (or all) of us see in our daily work, though it is no one's role to tackle this directly. Throughout the year we worked to facilitate some conversation and discussions around food insecurity in our community. There was talk about some community led initiatives and awareness projects, unfortunately none of which have come to fruition at this time. We are still hopeful that we will see some positive change.

The branch held its Annual General Meeting in April, and in conjunction, held an Ethics Workshop that was well attended. Karen Wasylenka facilitated this workshop, utilizing her knowledge of a rural perspective. This was a great opportunity to get together with colleagues and have some interesting discussion about ethics, particularly as experienced within rural realities and culture.

Some of our meetings have included updates on roles of social work within our community, new programs, and keeping up to date with one another. There has also been space to discuss ethical situations, real and hypothetical. The branch members have had some engaging discussion around new guidelines put forward by the SASW. We finished the year by looking at how we can support personal development at our meetings, looking at avenues such as TED Talks and other videos, workshops, and drawing from personal expertise in our area.

We look forward to everything that 2018 has to bring our branch, and hope to continue to bring rural social workers together!

**Submitted by: Nicole Kinzel, BSW, RSW**

## Northeast Branch

### BRANCH EXECUTIVE MEMBERS

- Chair: Tara Nelson
- Secretary: Adele Burns
- Treasurer: Acara Wyonzek
- Branch Rep: Hazel Berg

The Northeast Branch participated in a Career Fair in March 2017 to celebrate Social Work Week. As well, the branch met in November and agreed to investigate initiatives that support the Truth and Reconciliation Commission. We have yet to meet again regarding further discussion.

I have inquired with branch members about interest in having an Ethics Workshop in our region for 2018.

**Submitted by: Tara Nelson, BSW, RSW**

## Prince Albert Branch

### BRANCH EXECUTIVE MEMBERS

- Chair: Karla Ethier
- Secretary: Laura Hildebrand
- Treasurer: Audrey Zwack
- Co-Chair: Patti Cram
- Members At Large: Charlene Cameron & Roseanna Good

The Prince Albert Branch was very active in 2017. The branch met monthly, with the exception of July, August and December.

One of the initial projects we worked on as a new executive and as a branch, involved a Letter to the Editor. This letter was sent to the two major media outlets in Prince Albert. Unfortunately, only one of the media outlets published the letter. The letter described the concerns regarding social justice and oppression following the youth suicides in Northern Saskatchewan.

The next major event that some of the branch members took part in was “The Coldest Night of the Year” event, which was the first time the event was hosted by Prince Albert. Several branch members took part in the event to raise funds and awareness regarding homelessness in our community.

One of the goals of the Prince Albert Branch in 2017 was to engage our members from more remote communities. We decided to focus on La Ronge, as it is the next biggest centre in our branch area and could potentially be a closer option for other social workers working in remote northern communities. Two of the executive members met with some of the registered social workers in La Ronge, once in person and once via telephone. We discussed how the branch could be more connected and involved with social workers outside of Prince Albert. La Ronge was able to connect to one of our meetings via Telehealth. We have also tried to use the web application, ZOOM, to connect social workers outside of Prince Albert to monthly meetings but have had no success to date.

The Prince Albert Branch had a great turnout for our event for Social Work Week in 2017. Erin Beckwell, RSW, led a discussion entitled: “Maintaining Wellness & Our Values in Strength Based Practice.” We had approximately 40 people attend this event and we received positive feedback.

We were also working on an issue involving the treatment of child witnesses in the court process. We have connected with the SASW Children’s Issues Committee regarding the case that inspired action to occur.

The branch also had SASW Executive Director, Karen Wasylenka, attend our April Branch Meeting. This meeting was also attended by some registered social workers from La Ronge, Melfort and Tisdale via Telehealth. Karen spoke with us about the work of the SASW, addressed questions put forth by branch members, and gave us an idea of the future direction of the organization.

There was a social event scheduled for June but this event was cancelled due to lack of interest.

The branch held an event with the Children’s Advocate office in September. Three members of the Children’s Advocate office attended the event including the Children’s Advocate, Corey O’Soup. Corey spoke about his vision for the Children’s Advocate Office in the upcoming years and then the panel answered specific questions from branch members.

The branch held its AGM in October. We had a poor turnout of members but were fortunate to have a social work class from the First Nations University attend the meeting. Our executive remained much the same; there was just a change to the members at large.

Our final event was held in December, which was the annual Christmas Social. Although we only had eight people attend the event, we utilized the opportunity to network, socialize and discuss all things social work.

Some of the challenges the branch faced this year were poor turnout to meetings & social events, difficulty finding an appropriate meeting space, and the use of technology for meetings. Despite these challenges, we are proud of the things we accomplished as a branch in 2017.

We look forward to the upcoming 2018 year for the Prince Albert Branch. Our plan is to continue to engage members from Prince Albert and its surrounding communities.

**Submitted by: Karla Ethier, MSW, RSW**

# Saskatoon Branch

## BRANCH EXECUTIVE MEMBERS

- Co-chair: Ryan Bilanski
- Secretary: Jasmine St. Marie
- Treasurer: Kristy Kominetsky
- Members at Large: Ruth Ann Thomas, Angela Luron, Joanne Alexander, Sandra Nourse, Katy Kroeger, Alicia Steiestol, Bill Johnston, Gina Lewis, Amanda Klimm, Dixie Kenney, Jean Wiens, Angie Pollom
- Co-Chair: Tammy MacFarlane
- Communications: Jill Bachiu

Saskatoon Branch started 2017 out with a new Executive. We took some time to adjust to our roles and discuss what our goals would be. We decided that we wanted to place emphasis on building up rapport with current members and students. We worked hard on building up our Mentorship Program. We had a number of volunteers come out to work with social work students and new social workers as well.

To couple with the mentorship initiative, there was also an emphasis placed on having regular branch socials for everyone to mingle and understand what is going on in the Saskatoon community. The socials had great turn-outs and we have more planned in 2018. The students who attend commented that they found it valuable to socialize and ask questions in an environment that is not too formal.

At one of our meetings/socials, the branch had Karen Wasylenska, SASW Executive Director, attend. There was some feedback in regards to that meeting as members were commenting that they could not recall a time when they had a chance to sit down with the Executive Director and ask questions in regards to planning and process. This meeting was well received.

A small victory for the branch was to purchase and distribute SWAG to our members. We ordered coffee mugs with the SASW logo on them. This purchase was voted on by branch members. The reason it is a small victory is because it took a long time for everyone to agree on what should be purchased.

As we moved to the end of 2017, and the beginning of 2018, the branch would like emphasis to be placed on the building up of branch sub-committees. It has been difficult in 2017 to find volunteers for our committees, although there has been small interest. We have discussed strategies for building up these sub-committees to create momentum for 2018.

**Submitted by: Ryan Bilanski, BSW, RSW**

# Southeast Branch

## BRANCH EXECUTIVE MEMBERS

- President: Natalie Bieberdorf
- Treasurer: Colleen Herman
- Co-Branch Reps: Sheila Szakacs/Jill Zyla
- Vice President: Jennifer Hill
- Secretary: Cathy Davis/Lorraine Wilkinson

The Southeast Branch meets monthly at Tatagwa View Health Centre in Weyburn, which has Telehealth capabilities to include our members in Estevan and the rural areas like Kipling, Redvers, and Carlyle. We often have four to eight people in attendance at our meetings with members representing health, probation, education, non-profits, etc.

2017 was a busy year as usual for our branch. In March, the branch worked hard to bring together an education event which featured Dr. Nuelle Novik and her presentation on "Grief and the Grieving Process: The Role of the Rural Social Worker in Supporting Individuals and Families through Traumatic Loss". This event, which included a lunch for networking, was well attended by branch members and other community members.

Our local branch continued to be busy with our AGM on May 3<sup>rd</sup> and then a lunch & learn on May 25<sup>th</sup> – also utilizing Telehealth technology to engage our membership. Julius Brown from OSI-CAN presented for the lunch & learn about Operational Stress Injury.

In October 2017, Stephen Wernikowski visited our branch and presented an advanced ethics workshop which was well-received by both registered social workers as well as a few additional professions.

Rounding out the end of the year, Southeast Branch had an informal lunch gathering for all the registered members on December 14<sup>th</sup> to celebrate the holiday season and a successful year for our branch. Members donated cash and non-perishables items for the local Food Bank. The branch was able to deliver a sizable donation to the Food Bank just before Christmas.

We look forward to another active and successful year in 2018!

**Submitted by: Jill Zyla, BSW, RSW**

# Swift Current Branch

## BRANCH EXECUTIVE MEMBERS

- Co-chairs: Eunice Peters/Glenda Carleton
- Secretary/Treasurer: Corliss Schaan
- Program Coordinator: Monique Proteau

In May of 2017, the Swift Current Branch held its Annual General Meeting where the branch executive was selected. However, in June the co-chair had to resign her position. This vacancy has now be filled with a replacement co-chair now being in place.

In November, Swift Current Branch hosted an ethics workshop. Karen Wasylenka, SASW Executive Director, co-facilitated a group of 30 participants for this workshop.

The branch held two executive meetings in 2017.

**Submitted by: Glenda Carleton, BSW, RSW**

# Yellowhead East Branch

## BRANCH EXECUTIVE MEMBERS

- Co-chair: Twila Seeley
- Co-Chair: Paula Speiler-Walker
- Treasurer: Michelle Goulden
- Communications: Barb Pelletier
- Members at Large: Bob Buhler, Ashley Zielinski, Peter Thrun, Barb Pohozoff, Christina Tranberg, Donna Deceles, Karmen Pearce, Sharon Nelson

The Yellowhead East Branch continues to enjoy very positive momentum and 2017 was another great year. We are thankful that our branch membership is strong and continues to grow. Ashley Zielinski of the Sask. Health Authority is now a very active member of the branch. Christina Tranberg, Yorkton Tribal Council, has also attended some meetings and made a very positive contribution to the branch. We have some social workers beginning to join us over the phone or online. The branch co-chair, Paula Speiler-Walker, is on leave from the branch as she navigates some difficult health issues. We do expect her to return down the road, and miss her dearly.

Yellowhead East enjoyed a visit from SASW Executive Director, Karen Wasylenka, where we discussed branch plans and learned about many opportunities within SASW.

Our Student in Need Fund continues to be a great way to give back to the community while spreading awareness about our branch and creating positive ideas about social workers. This year, so far, we have spent \$319.26 of the \$500 we budget for this fund. Yellowhead East has financed a wide variety of items such as winter boots/jackets, a grad jacket, a school drama trip, and hair accessories. We are proud of this initiative and consider it a great Yellowhead East success.

Another success story for Yellowhead East Branch is the professional development opportunities we continue to provide for professionals in our community. In 2017 we hosted another great workshop. This time the topic was "**Gender and Sexual Diversity**" with the response being very positive. The speaker was Suzy Yim from Fyrefly Regina. We had attendees from work-places such as mental health, SIGN group home, SK Abilities Council, as well as some school divisions. We tried our hand at doing online payments for the conference and it was a good trial run. In 2018, we will apply our learning from this experience to tweak our registration process to make it even more efficient. Community members have been asking what the branch may be offering for a workshop in 2018 - a very positive sign!

This year to fulfill our volunteer service goal, Yellowhead East Branch did some volunteer shifts for the Salvation Army Kettle during the Christmas season.

One other initiative Yellowhead East has been working on is to create a logo, in conjunction with the SASW logo, in order to have a presence in the community. This year we have passed a motion to have our logo, along with the SASW logo digitally created at a local print shop. This will enable us to print our logos on T-shirts, mugs or any item of our choice. We feel wearing some Yellowhead East Branch/SASW gear at volunteer or other community events, will be a good way to identify ourselves and create greater awareness of our branch. Similarly, mugs, pens and other items can be given out as prizes at workshops which helps with awareness and potentially with recruiting as well.

In summary, Yellowhead East continues to thrive with membership strong and growing. We continue to meet our goals of giving back to the community, creating a positive image of our profession, creating educational opportunities for social workers and making our community a better place. Aside from that, we continue to believe in family-friendly ideas and encourage our members not to miss out on any family activities. We also simply enjoy each other's company and feel fulfilled on a personal level from our interaction with each other in our meetings. We appreciate representing the SASW and enjoy our Yellowhead East Branch work.

**Submitted by: Twila Seeley, BSW, RSW**

## **Independent Auditors' Report**

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### **To the Members of Saskatchewan Association of Social Workers**

We have audited the accompanying financial statements of Saskatchewan Association of Social Workers, which comprise the Statement of financial position as at December 31, 2017 and the Statements of operations, net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these 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.

#### ***Auditors' Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained in our audits is sufficient and appropriate to provide a basis for our audit opinion.

#### ***Basis for Qualified Opinion***

In common with many non-profit organizations, Saskatchewan Association of Social Workers derives part of its revenue from the general public, the completeness and classification of which are not susceptible to satisfactory audit verification. Accordingly our verification of these transactions was limited to accounting for the amounts recorded in the records of the Association and we were not able to determine whether any adjustments might be necessary to the revenues, excess of revenue, assets and net assets.

#### ***Qualified Opinion***

In our opinion, except for the effects of adjustments, if any, which might have been necessary had we been able to satisfy ourselves concerning the completeness of the revenue referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of Saskatchewan Association of Social Workers as at December 31, 2017, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### **Priority Accounting Services CPA Prof. Corp.**

Chartered Professional Accountants  
Regina, SK

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**Saskatchewan Association of Social Workers****Statement of Financial Position as at December 31, 2017****2017****2016**

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## Assets

## Current Assets

Cash	\$ 127,251	\$ 511,891
Accounts receivable, net of allowances ( <i>Note 3.</i> )	22,761	24,343
<b>Total Current Assets</b>	<b>150,012</b>	<b>536,234</b>

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Investments ( <i>Note 4.</i> )	1,040,080	517,019
Property, plant and equipment, net of accumulated amortization ( <i>Note 5.</i> )	122,292	117,025
Intangibles, net of accumulated amortization ( <i>Note 6.</i> )	25,936	30,259
<b>Total Assets</b>	<b>\$ 1,338,320</b>	<b>\$ 1,200,537</b>

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## Liabilities and Net Assets

## Current Liabilities

Accounts payable and accrued liabilities	\$ 6,370	\$ 6,213
Deferred revenue ( <i>Note 7.</i> )	520,274	477,457
<b>Total Current Liabilities</b>	<b>526,644</b>	<b>483,670</b>

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## Net assets

Invested in Capital Assets	148,228	147,284
Unrestricted net assets (deficit)	663,448	569,583
<b>Total net assets</b>	<b>811,676</b>	<b>716,867</b>
<b>Total Liabilities &amp; Net Assets</b>	<b>\$ 1,338,320</b>	<b>\$ 1,200,537</b>

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Approved on Behalf of the Board:

  
Ryan Labatt, SASW President  
Carole Y. Bryant, SASW Treasurer

**Saskatchewan Association of Social Workers****Statement of Operations for the year ended December 31, 2017**

	2017	2016
<b>Revenue</b>		
Membership	\$ 544,171	\$ 526,522
Ads (newsletter/website)	8,249	6,200
Mailing Fees	700	2,100
Interest income	7,218	4,947
Discipline Hearing Penalties	3,000	12,000
Other revenue	540	573
<b>Total revenue</b>	<b>563,878</b>	<b>552,342</b>
<b>Operating expenses</b>		
Amortization of tangible assets	6,203	4,968
Amortization of intangible assets	4,323	4,323
Audit and accounting	3,497	4,360
Awards and honorariums	1,122	720
Bank and credit card charges	14,774	13,710
Branch payments	4,818	5,103
C.A.S.W Fees	63,689	62,374
Committee expenses	34,372	19,771
Communication/Marketing	1,764	1,430
Contract	30,112	30,184
Courier	501	339
Governance/ Strategic planning	18,157	-
Insurance	3,717	3,717
Legal fees	21,123	45,363
Memberships	2,621	1,475
Newsletter	4,468	6,308
Office stationery and supplies	3,344	4,096
Online registration system	10,471	9,027
Postage	10,867	9,955
Printing/ Copier machine	12,360	14,026
Property taxes	6,475	6,104
Repairs and maintenance	20,871	21,803
Salaries and wages	144,690	117,890

<b>Continued Statement of Operations for the year ended December 31, 2017</b>		
	2017	2016
Employee benefits	26,673	21,824
Special Events	1,668	1,329
Telephone and telecommunications	11,810	10,383
Other utilities	3,653	3,700
Workshop	926	-
<b>Total operating expenses</b>	<b>469,069</b>	<b>424,282</b>
<b>Excess of revenue over expenses</b>	<b>\$ 94,809</b>	<b>\$ 128,060</b>

<b>Saskatchewan Association of Social Workers Statement of Changes in Net Assets for the year ended December 31, 2017</b>				
	Invested in Capital Assets	Unrestricted Funds	2017	2016
Net assets (deficit) - beginning of the year	\$ 147,284	\$ 569,583	\$ 716,867	\$ 588,806
Amortization	(10,526)	10,526	-	-
Purchase (disposal) of capital assets	11,470	(11,470)	-	-
Excess of revenues over expenses	-	94,809	94,809	128,061
<b>Net assets (deficit) - end of the year</b>	<b>\$ 148,228</b>	<b>\$ 663,448</b>	<b>\$ 811,676</b>	<b>\$ 716,867</b>

**Saskatchewan Association of Social Workers**  
**Statement of Cash Flows for the year ended December 31, 2017**

2017 2016

CASH FLOWS FROM OPERATING ACTIVITIES:

Excess of revenues over expenses

Items not affecting cash:	\$	94,810	\$	128,061
Amortization		10,526		9,291
Investments		(523,061)		301,726
Accounts receivable		1,582		(14,815)
Accounts payable and accrued liabilities		157		(40,303)
Deferred revenue		42,817		20,961

**TOTAL CASH FLOWS FROM OPERATING ACTIVITIES** (373,169) 404,921

CASH FLOWS FROM INVESTING ACTIVITIES:

Additions to capital assets (11,470) -

**NET CASH USED BY INVESTING ACTIVITIES** (11,470) -

CASH FLOWS FROM FINANCING ACTIVITIES:

OTHER ACTIVITIES:

Net cash increase (decreases) in cash and cash equivalents (384,639) 404,921  
Cash and cash equivalents at beginning of period 511,890 106,970

**Cash and cash equivalents at end of period** \$ 127,251 \$ 511,891

Cash and cash equivalents consist of the following:

Cash \$ 127,251 \$ 511,891

## **Saskatchewan Association of Social Workers**

### **Notes to the Financial Statements for the year ended Decemer 31, 2017**

1. Nature of entity

Saskatchewan Association of Social Workers (the Association) is an association dedicated to strengthening and unifying the social work professional standards, education and addressing issues of social welfare. The Association is continued under *The Social Workers Act, 1993 of Saskatchewan* and has accordingly claimed exemption to any income taxes that may be payable on the reported income.

2. Significant Accounting Policies

**a. Revenue recognition**

The association follows deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when they are received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are recognized as direct increases in net assets.

Membership revenue is recognized as revenue in the year it relates to. Deferred revenue represents membership fees received in advance of the membership year. Recognition of these amounts as revenue is deferred to subsequent years when the related expenses are incurred.

Penalty revenues are recognized as revenue when the amount to be received can be reasonably estimated and ultimate collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

**b. Cash and cash equivalents**

Cash and cash equivalents includes short-term investments and highly liquid investments in money market instruments which are carried at the lower of cost and market value with a maturity date of three months or less from the acquisition date. These are valued at cost which approximates market value.

**c. Marketable securities**

Marketable securities are recorded at the lower of cost or market. The market value of marketable securities held at December 31, 2017 was \$ 1,040,080 (2016 - \$ 517,019).

**d. Receivables**

The association provides an allowance for losses on trade receivables based on a review of the current status of existing receivables and management's evaluation of periodic aging of accounts.

**e. Property, plant and equipment**

Property, plant and equipment is carried at cost. Amortization is calculated using the declining balance method over estimated useful lives. Depreciation expense for December 31, 2017 was \$ 10,526 (2016 - \$ 9,526).

Asset class	Rate
Buildings	4%
Office equipment	20%
Computer equipment	30%
Furniture and fixtures	20%

**f. Intangible assets**

Intangible assets are recognized by the association with finite useful lives and are amortized on a systematic basis over their useful lives. The amortization period and amortization method for an intangible asset with a finite useful life reflects the pattern in which the assets' future economic benefits are expected to be consumed. Current amortization period is 10 years and method is reviewed at least at each financial year-end.

**g. Deferred revenue**

Membership fee revenue represents annual membership fees paid by the association's members. The association recognizes membership fee rateably over the term of the membership and any unearned portion is included in deferred revenue.

**h. Financial instruments**

Financial Instruments are recorded at fair value on initial recognition. Subsequently, they are recorded at cost or amortized cost. Financial instruments include cash, investments, accounts receivable, accounts payable, and accrued liabilities.

Unless otherwise noted, it is management's opinion that the association is not exposed to significant risks arising from their financial instruments.

i. **Fair values not materially different from carrying values:** The carrying values of assets and liabilities approximate their fair values. The fair value of assets and liabilities included in the statement of financial position are not considered to be materially different from their carrying value.

ii. **Fair values not materially different from book values:** The association has determined that the estimated fair value of the financial assets and liabilities do not differ considerably from their book value.

iii. **Not subject to interest, currency or credit risk:** Unless otherwise noted, it is management's opinion that the association is not exposed to significant interest rate, currency or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values.

iv. **No significant exposure to foreign currency exchange risk:** The association does not have any business in foreign countries. At December 31, 2017 the association did not have significant exposure to foreign currency exchange risk.

v. **No significant risk due to short-term maturity:** The association is not exposed to significant interest rate risk due to the short-term maturity of its monetary assets and current liabilities.

i. Use of estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates and may have impact on future periods.

3. Receivables

**a. Accounts by period**

Accounts receivable consist of the following:

	2017	2016
Accounts receivable	\$ 33,162	\$ 31,712
Allowance for doubtful accounts	(18,375)	(18,375)
PSI accounts receivable	5,936	9,961
Interest receivable	2,038	1,045
<b>Total</b>	<b>\$ 22,761</b>	<b>\$ 24,343</b>

The changes in the allowance for doubtful accounts receivable consist of the following:

	2017	2016
Allowance, beginning of period	\$ (18,375)	\$ (18,375)
Allowance, end of period	\$ (18,375)	\$ (18,375)

4. Investments

	2017	2016
Investment 325	\$ 60,150	\$ 60,150
Investment 334	100,000	130,000
Investment 351	177,637	177,637
Investment 352	149,232	149,232
Investment 361	425,000	-
Investment 364	128,061	-
<b>Total investments</b>	<b>\$ 1,040,080</b>	<b>\$ 517,019</b>

5. Property, plant and equipment

Property, plant and equipment consist of the following:

			2017	2016
	Cost	Accumulated Depreciation	Net Book Value	Net Book Value
Land	\$ 20,000	\$ -	\$ 20,000	\$ 20,000
Building	169,559	(79,426)	90,133	93,888
Office equipment	24,503	(23,421)	1,082	1,349
Computer equipment	37,434	(28,866)	8,568	1,520
Furniture and fixtures	9,031	(6,522)	2,509	268
<b>Total</b>	<b>\$ 260,527</b>	<b>\$ (138,235)</b>	<b>\$ 122,292</b>	<b>\$ 117,025</b>

6. Other intangible assets

Other assets consist of the following:

			2017	2016
	Cost	Accumulated amortization	Net Book Value	Net Book Value
Online Registration System	\$ 43,227	\$ (17,291)	\$ 25,936	\$ 30,259
<b>Total</b>	<b>\$ 43,227</b>	<b>\$ (17,291)</b>	<b>\$ 25,936</b>	<b>\$ 30,259</b>

7. Deferred Revenue

	2017	2016
Deferred revenue, beginning of period	\$ 477,457	\$ 456,496
Membership fees received during the period	520,274	477,457
Applied against operations	(477,457)	(456,496)
<b>Deferred revenue, end of period</b>	<b>\$ 520,274</b>	<b>\$ 477,457</b>

8. Comparative Figures

Certain comparative figures have been reclassified to conform with current year's presentation.





