WABA Ethics Committee of the English Speaking Countries and Israel
Annual report April 2020 to December 2020

Members: January 2017- December 2020
Anat Juran (Secretary) Ahara Vatter (Chair) and Cameron West (BD Liaison)

The Summary Of Ethics Committee (EC)
work from January 2020 to December 2020

This Ethics Committee had two focused assignments from the WABA Board (BD) during 2020.

1. The BD asked EC to gather data for a BD assigned instructor probation. Our committee assisted the BD to gather feedback and as requested by the BD to offer our recommendations about probation protocols and procedures. We worked diligently during and between meetings fulfilling these tasks.

2. **The BD asked EC to compile separate WABA ethical participation agreements documents for Students, Providers, Assistants, Instructors and Committee Members.** Additionally, in November 2020, we were granted permission form the BD to form a subcommittee for the purpose of finishing this task. The subcommittee members include the members of the 2017-2020 Members of the WABA EC for the English Speaking Countries & Israel- Anat Juran, Ahara Vatter and Cameron West -and additionally Sarah Reynolds. Our subcommittee will finish this task early 2021. Our subcommittee will also submit suggestions for a re-fresh of the WABA logbook.

EC Meeting Notes for Annual Report from January – December 2020

Seventeen official meetings: documented, numbered and filed in our Shared Ethical google account. The first date is US time/ the second is Australian time.

1. Meeting #36: Held for 1 hour and 15 min, January 2/3, 2020.

1.1 *Discussion about the Ethics Agreement between Participant and WABA/ WABA members' Code of conduct to be sent to a Lawyer.*

1.2 *Discussing the idea that WABA will develop a "Code of Ethics" booklet, done by task teams over the next few years. This booklet aims to be placed on the international website and available to members and the public. It is going to detail the levels of memberships with their privileges, responsibilities, code of conducts and duty of care.*

1.3 *Sending the BD 2 questions:*

a. A request to revise our question regarding WABA's position of finding/developing formulas for people that have been falling off meeting their obligations to maintain their status on the registry.

b. How the BD is planning to ensure a future in which all members CEU and financial obligations are continuously monitored.

2. Meeting number #37: Held for 1.5 hours, February 6/7, 2020

2.1 *Further discussion regarding the Ethics Agreement between Participant and WABA/WABA members' Code of conduct.*

2.2 *Revised the assessment document that was especially prepared for a Watsu instructor students that has to be monitored for the duration of 6 months.*
2.3 *Discussing the BD request that our committee will help other organizations concerning ethical processes.*

3. Meeting number #38: Held for 1.5 hours, March 2/3, 2020

3.1 *Discussing the content of the letter we are sending to the BD concerning complainee's appeal.*
3.2 *Reaching out to the other 2 Ethical committees to send their inputs regarding the document "Ethical Agreement"*
3.3 *Sending the external ethical expert, a letter, requesting her response to complainee's allegations that the process was inappropriate, biased and questioning the validity of her qualifications.*

4. Meeting number #39: Held for 2 hours, March 19/20, 2020

4.1 *Replying to the lawyer's questions regarding the senior instructor complainee's case.*
4.2 *We came to an agreement that a similar situation in the future, in which an interview by an external ethical consultant is needed, the consultant should receive an inclusive pack of the information prior to the interview.*
4.3 *Another conclusion for future investigations: examine the designated instructor's website thoroughly and make sure there's no contradictions or discrepancies between her/his statements to what is declared in their website.*

5. Meeting number #40: Held for 1 hour and 15 min, April 17/18, 2020

5.1 *We came to an agreement that a code of Ethics Agreement should be developed for these levels in the WABA organization: Student (in log book), Provider-Instructor, TI's, Committee/BD members. A letter summarizing our ideas will be written and sent to the BD.*
5.2 *Regarding the request to support the European Ethics Committee with their new complaint we decided to write and send them a letter with the guidelines that we followed and used.*
5.3 *The latest version of the Feedback form created to monitor student's experiences of instructor's on probation is sent to the BD for approval.*

6. Meeting #41: Held for 1 hour and 40 min, May 20/21, 2020

6.1 *The BD wrote a letter to a student who contacted our committee concerning her financial dealings with a WABA instructor. The BD established that WABA has no jurisdictions in cases where a crime is allegedly committed. EC requested a copy of BD's email reply to file in EC's archive.*

6.2 Code of Ethics/Agreement:

a. *EC began work on the ethical agreement a student will be asked to sign to participate in WABA. It will be given to students prior to enrolling and attending a WABA course. Our committee has started this project by*

extracting relevant paragraphs from the document: "Mission and Ethics of the Water Family" for a creation of a new document named: "Student's Code of Ethics/Agreement".

b. *Once the form is edited and approved by the BD, it will be posted on the website, the forms will be archived by a student's initial instructor. A future solution is to store each agreement form on the forthcoming WABA website.*

c. *We established the need to clearly write the objectives in each level of WABA participation.*

- ***7. Meeting # 42: Held for 2 hours, June 10/11, 2020***

  7.1 *EC wrote a reply to the instructor entering probation who had probation concerns and questions. EC created a draft file for our reply to this instructor. When finished the draft letter was resent for members further editing.*

- ***8. Meeting #43: Held for 2 hours, June 18 /19, 2020***

  8.1 *The BD requested EC to draft committee recommendations of what to include in the BD's letter replying to a few emails written by an instructor appealing a BD probation. Our Committee created and sent the BD a letter with our EC recommendations. We finished this letter in the week following our meeting.*

- ***9. Meeting #44: Held 2 hours 16 minutes, July 15/16, 2020***

  9.1 *Our committee wrote a follow up email to the student who contacted our committee concerning her financial dealings with a WABA instructor verifying that the student had received the BD letter.*

  9.2 *The question of what to include in a WABA Cancellation Policy came to our attention. Anat is emailing the BD her cancellation policy as an example.*

  9.3 Student's Code of Ethics/Agreement

  a. *Our EC began work on the agreement WABA students will be asked to sign before they enroll and attend a WABA course. To begin we are extracting relevant paragraphs from the document: "Mission and Ethics of the Water Family" for a creation of a new document to be called: "Student's Code of Ethics/Agreement".*

  b. *Each of our three committee members is editing one of the three pages in the mission and ethics document prior to our next meeting.*

  c. *Once created and finalized by the BD, the form will be safely stored in each instructor's archive, aiming to find a future solution to store them on the new WABA website.*

  9.4 *How our EC is to progress with the Student's Code of Ethics/Agreement:*

  a. Prepared a Master document for our joint editing to continue.

  b. *Our three EC members committed to finishing the Student's Code of Ethics/Agreement, even if it is not completed by December 31, 2020 when our four year committee duties are completed.*

  9.4 *We revised the feedback form given to students to evaluate an instructor. We concluded the following, updated the pdf and sent it for BD review:*

  a. *Did you complete this class?*

b. *If you haven't, could you please tell us the reasons?*
c. *How many students (excluding assistants, models or casual participants) took this class with you?*

9.5 *Post-meeting, committee members drafted and emailed a letter to an instructor whom the BD assigned us to oversee probation details. The letter requested and established the following:*

a. *The instructor will send a list of the student participants in each class a few days before each class commencement date.*
b. *Establishing with the instructor to avoid addressing or influencing students concerning the Student Assessment of an Instructor questionnaire/feedback Form.*

10. Meeting # 45 held 2 hours and 9 minutes August 5/6, 2020

10.1 Student's Code of Ethics/Agreement

a. *EC agreed to do revisions of the Missions and Ethics Document pages for the Student's Code of Ethics/Agreement in a separate WORD document in the following way: Copy original page, Add comments using WORD DOC Review*
b. *Created a new version for editing using the 3 parts of the Missions and Ethics Document. We each will email our edited version attached in WORD version and the secretary will add the file to the Google drive so that we could all work on it using Google DOC.*
c. *Each member agrees to read and edit page 1 again, offer our comments on the Google Doc so that we can edit page one in the same location.*

10.2 Probation Logistics: Emailing Students Feedback Forms

a. *New letter written to an instructor on probation: to send the list of students by the 3rd day of classes to US Ethics.*
b*. Two days following the class completion date EC will send the feedback form to the student list.*

11. Meeting # 46: held 1 hours 38 minutes, September 2/3, 2020

11.1 Student's Code of Ethics/Agreement

a. *Secretary creates a master document, using a WORD format, then sends it via email to Cameron and Ahara so that they can review and continue editing.*
b. *A copy of the last version is going to be available on our google drive and be updated by Anat ONLY so that we are not getting confused with different versions.*

11.2 Students' assessments

a. *The BD: EC received only a few assessments from students from an Instructor on probation, the BD will contact the list of students from the courses to remind students that their feedback is essential.*
b. *EC sent a reminder to a student to send assessments for each individual course attended.*

11.3 *Other Ethical Concerns: EC prepared a requested letter for the BD to an instructor concerning two ethical breeches:*

1. Not honoring Covid 19 government restrictions in their area mid-March through June 2020 (a federal offense) and

2. Not honoring WABA's policies by allowing a student to take Watsu 3 before this student met all the required criteria.

11.4 *EC reached out to Sarah Reynolds to affirm her interest in being part of a task sub-committee task to create a Code of Ethics/Agreement for participants in WABA courses.*

12. Meeting #47 held for 1 hour and 50 minutes, Sept 30/ Oct 1, 2020

12.1 *BD request for EC recommendations regarding an instructor on probation's request to change the probation terms and dates.*

a. *EC drafted our recommendations to the BD and then cleaned, edited and emailed it over the following few days.*

12.2 *EC wrote a letter to the BD concerning our task to creating a Code of Ethics/Agreement for participants in WABA.*

a.*EC requested that Sarah Reynolds, a Watsu Practitioner and WABA Instructor, become participant in creating a Code of Ethics/Agreement for participants in WABA courses.*

b. *EC requested the BD to create a task sub-committee to complete the 'Code of Ethics/Agreement for participants in WABA' to include the 2017-2020 members of EC, Ahara Vatter, Anat Juran and Cameron West, and additionally Sarah Reynolds. (Both were affirmed by the BD)*

13. Meeting #48 held 1 hours 50 minutes, October 19/20

Sarah Reynolds, as a member of the EC task sub-committee, participates in the portion of EC meeting that addresses 'Code of Ethics/Agreement for participants in WABA'

13.1 Discussing the 'Code of Ethics/Agreement for participants in WABA'

a. *Welcome, Introductions, parameters and update on our Ethics Participation Agreements for Sarah*

b. *Our steps and working together on the Code of Ethics/Agreement for participants in WABA, agree to our homework and set our next meeting*

1. In Log Book: Revise/ update the mission statement, Revise/ update the ethical standards, For WABA as an organization: a Welcome Section and a section for students.

2. A section for Professionals, a section for Instructors, a section for Committee Members

3. Reformat these sections in the logbook.

c. *EC agrees the updated versions needs to:*

1. Be read as professional documents reflective of WABA's

2. Reflect current values and priorities (Is there a need for value clarification?)

3. Utilize language and phrasing that reflects current

4. Clarify professional standards and

5. Stays true to the Spirit of Watsu and Harold's poetic prose.

6. Written in English using words, terms and phrasing that are easy to understand and translate for people for whom English is not their first language

13.2 *EC member discussion check-ins and follow through concerning instructor probation tasks and about any BD communications from the BD.*

14. Meeting # 49: held 1 hours 40 minutes, November 9/10, 2020

14.1 Subcommittee portion of the meeting including Sarah Reynolds. Purpose: 'Code of Ethics/Agreement for participants in WABA', Ethical Agreement for Students in the WABA logbook.

a*. Ideas expressed and agreed by EC: love and had great affection for Harold, and his writing style may not be what WABA needs now, that the writing should be more pointed and concise while keeping the softness and breadth of the work.*

b. *EC defined: it is our aim as a committee to present a new way of speaking about ethics.*

c. *EC delineated that The "Ethics of the Water Family" paragraphs will be re-written with the goal of updating the syntax while maintaining the values expressed therein to include: personal/ professional growth, communication, beginner's mind, intention, etc. Specific behaviors, included in those paragraphs, will be redirected to a student guidelines section for the logbook. Sarah will create a draft. Those present gave Sarah "artistic license" to redo the logbook and provide a draft for committee review before our next meeting.*

d. *We established that The" WABA Code of Ethics" (#1-17) is for the organization as a whole. We discussed how ethics vary culturally, highlighting our current challenge and demonstrating the necessity to keep the writing clear and concise for ease of understanding and additionally for translation into other languages. We concluded that there needs to be one document that unifies ethical concepts for WABA. Cameron is going to provide more info on values clarification.*

e. *Behaviors and/or rights and responsibilities for practitioners/providers, teachers and teaching assistants, institutes, board members and board committee members will be determined/ delineated in subsequent documents.*

14.2 EC check in about tasks from the BD: Instructor Probation

15. Meeting # 50: held for 2 hours, November 31/December 1, 2020

15.1 Subcommittee portion of the meeting including Sarah Reynolds. Purpose: 'Code of Ethics/Agreement for participants in WABA', Ethical Agreement for Students in the WABA logbook.

a. *Discussing the ethical agreement for students*

b. *Work on the WABA Log book/ Welcome page*

15.2 EC meeting with members only

Tasks from the BD: Instructor Probation

a. *Resending Feedback forms to students who have not yet sent in feedback form(s).*

16. Meeting #51: held for 2 hours, December 10/11, 2020

16.1 *Instructor Probation Discussion:*

a. *Letter to an instructor on probation concerning the end of the probation period.*

b. *BD requested letter concerning end of probation letter: delineation of letter, written and edited after EC meeting.*

c. *Our EC agreement to complete this probation BD task if we are needed, though the probation period extends a bit beyond our December 2020 committee finish time. We believe this will create the best continuity and completion.*

16.2 *EC discussion and reference for the instructor's portion of the 'Code of Ethics/Agreement for participants in WABA'. Purpose to include the following already established agreements in*

a. *The timing for instructors to close classes after they are taught as established priorly by WABA.*

b. *The delineation for instructors to honour the WABA requirements outlined for students to become practitioners/ providers/ assistants/ instructors and the education of the exemption process through ESAC for any possible exceptions.*

c. *The delineation for instructors of the minimum class length for each 50 hour WABA class and the time required between classes that are needed for student practice before subsequent level.*

16.3 *Discussion of the logistics of transferring archives, email, etc. to the new EC to begin in 2021. Also, tasks to finish.*

17. Meeting #52: held 2 hours, December 30/31

17.1 As per EC agreement with the BD, EC is finishing probation tasks beyond our committee finish date of December 31, 2020*.*

a. *EC Letter to student: EC structured a response to the questions inserted into an evaluation of an instructor. The letter finished and sent the following week.*

b. *BD requested a letter from EC with our summary and recommendations at the conclusion of an instructor's probation. Letter finished and sent the next week.*

c. *The BD and EC have been applying a discrete and confidentiality policy and attitude around this probation case so that the instructor's business and reputation are not harmed. EC acknowledges that WABA is a small world and inside our community people talk. EC wouldn't tolerate gossips and roomers.*

17.2 *EC discussion of completion as a committee and transfer to the new EC:*

a. *Anat Juran, the EC secretary, agrees to be a liaison to new EC members to show them the google doc and email system and support them if they have questions.*
b. *Ahara Vatter, the EC chair, will transfer email ownership to new EC chair.*
c. *Annual report will be written by Ahara, the EC chair, in January.*
d. *Cameron West agrees to be liaison to task sub-committee Code of Ethics/Agreement for participants in WABA*
e. *Post-meeting Anat, the EC secretary, wrote a summary of the duties of each member of the EC committee and edited by other members.*