

Oregon Counseling Association (ORCA)



Board Meeting Minutes
Saturday July 15, 2012
Clackamas Fire Station #4

Board Members Present:

X Dominick Robertson - President
X Lara Pevzner - Past President
X Matt Morscheck –President Elect
Heather Bennett - Treasurer
X Margaret Evans - Secretary
X CJ Strauss - Presidential Liaison
X Sarah Lebo – Communications
Josh Aldridge - Continuing Education
Doug Querin – Ethics & Bylaws
X CJ Strauss - Event Planning
X Sarah Andruszko – Grad Programs

History - Open
Alexandra Saperstein – Human Rights
X Becca Dembosz - Membership
X Networking - Open
Tracie McDowell Public Policy/Advocacy
Karen VanAcker Public Policy/Advocacy
X Dina Yerex - Sustainable Development
Technology - Open
X OACES President – Dominick Robertson
X OCDA President – Christine Lundeen

Non-Board Members Present: Karen Hixson, Chip Kosboth, Larry Conner

- I. Call to Order
 - A. LP called the meeting to order and swore Dominick Robertson in as ORCA President.
 1. DR gave Lara Pevzner a card and gift from the ORCA Board for her outstanding service and leadership.
- II. Approval of Agenda
 - A. Quorum was established. SA moved to approve agenda. DY 2nd. No discussion. Agenda was approved.
- III. Approval of Minutes
 - A. MM asked that Christine Lundeen’s name be added to non Board Members in attendance. SA moved to approve corrected minutes, MM 2nd, no discussion, Corrected minutes were passed.
- IV. Board Member Responsibilities
 - A. DR asked that he and fellow Board Members honor requests and respond to them in a timely manner.
 1. ME suggested asking for a specific time request when asking for a response.
 2. DR agreed with asking for a specific time request. DR asked that members feel comfortable asking for help and that they be able to communicate if they are having problems honoring the request.
 3. ME asked that members refer to the minutes if they do not remember what they signed on to do.
- V. Treasurer’s Report – No report
- VI. “Words of Wisdom”
 - A. Lara Pevzner quoted an unnamed source “A man never steps in the same river twice because the river is never the same and neither is the man.” LP asked that

we continue to work together efficiently. Getting things done is always shifting as we move forward.

VII. Reports

A. Divisions

1. OCDA: Past President, Matt Morscheck, President, Christine Lundeen – see attached report
 1. MM introduced Christine Lundeen as new OCDA President.
 2. MM reported OCDA was recognized as Outstanding State Division as the Global Conference in Atlanta where he and Christine accepted the award.
 3. MM and CL they want to enhance ORCA and OCDA networking events, create a community event, update website and plan industry tours in the coming year.
 4. CL reported she would lead the next networking effort.
 - a. Becca will get her the email addresses for the Evites
 - b. SL will publicize in newsletter
2. OACES: President, Dominick Robertson –see attached report
 1. DR reported he is looking for his replacement for this position
 2. DR reported he wants to update the counselor educator list.
 3. DR responded to Karen Hixson’s question as to the other duties of OACES President.
 - a. Update Supervisor list, work with professors and graduate students to build membership and present at the conference.
 - b. Karen Hixson expressed interest in the position

B. Active Committees and Executive Council

1. Communication: Sarah Lebo – see attached report
 1. SL encouraged Board Member to submit 300 word articles – 1 per year is required.
 2. SL asked for OCDA photo for newsletter
 3. SL is answering ORCA cell phone and asked for quick response from Board Members when called upon for information.
 4. SL asked for Board Members to sign up and initiate questions and answers on ORCA’s List Serv
 5. DR reported he will contact TM regarding building ORCA’s Listserv and the future of her List Serv
2. Continuing Education: Josh Aldridge – no report
 1. MM reported the need to educate members regarding the meaning of NBCC’s approval
 2. CS reported NBCC approval does not mean OBLPCT approval for CE credits
 3. LP requested the JA cross check validity of CE credits with NBCC and OBLPCT
3. Ethics & Bylaws: Doug Querin – see attached report
 1. Discussion ensued regarding ORCA’s responsibility to ethical complaints.
 2. DY and CS discussed what changes were made to the bylaws concerning ethical complaints.
 3. DR recommended that DQ review the bylaws and report back to the board his understanding of his role to members

4. Event Planning: CJ Strauss –see attached report
 1. Fall Conference 2011 was ORCA's 5th profitable conference in a row. 142 attended 314 days, 28 new members, \$2000 raised in silent auction benefiting non-profits.
 2. CS looking for a Co Chair to help with planning her "fun" committee. 2013 Looking at Eugene to host conference.
 3. CS asked for help deciding on this year's presenters. Presenters who do not make it are kept in database for future events.
 4. SA encouraged all Board Members to help with conference.
 5. DR asked that Board Members' responsibility at Fall Conference be put on agenda for next Board Meeting.
5. Graduate Programs: Sarah Andruszko – see attached report
 1. SA reported her goal is to get representatives from schools and students to present at conference.
 2. SA reported she wants to be able to communicate every 2-3 months with representatives by Skype
 - a. MM and Chip Kosboth said they could help with Skype
6. History: Open
7. Human Rights: Alexandra Saperstein – no report
8. Membership: Becca Dembosz – see attached report
 1. BD thanked her committee for helping to accomplish goals of becoming paperless, adding Reg-online, increasing membership from 264 to 318.
 2. BD thanked CJ Strauss for help with database.
 3. BD reported goals for following year are: outreach, personalization, build membership, survey members, and recruit for Membership Chair for 2013.
9. Networking: Open
 1. LP to contact 3 people who expressed interest in position
 - a. CS will give LP the names to contact
10. Nominations & Elections: Open
 1. LP announced it is official: Dominick Robertson – President, Matt Morscheck – President Elect, Heather Bennett – Treasurer, Margaret Evans – Secretary
 - a. SL reported she will make announcement in newsletter
 2. CS nominated Lara Pevzner for the Lifetime Past President of ORCA designation enabling her to serve in the division of her choice. DR 2nd, no discussion, approved.
11. Sustainable Development: Dina Yerex – no report
12. Public Policy & Advocacy: Tracie McDowell – see attached report
13. Technology: Open
14. Secretary: Margaret Evans – See attached report
 1. The briefness and timeliness of Board Minutes were recognized.
15. Presidential Liaison: CJ Strauss – see attached report
 1. CS reported her desire to resign this position when DR is ready "to release her"
 - a. DR reported her request was "noted."
16. President: Lara Pevzner – see attached report

1. LP thanked Board for the gift and card and reported her intentions to stay involved.

17. President Elect: Dominick Robertson- no report

VIII. Old Business

A. Credit card for ORCA and oversight plan

1. LP reported that she and HB are going to bank this coming week to get an ORCA credit card with HB, DR & LP as signers

B. COPACT and OMHCA: Larry Conner

1. LC reported he spoke to a lawyer and learned that OMHCA cannot be a division of ORCA as it is “dangerous” for money to flow from a 501CS to a 501C6.
2. LC reported the goal of the 501C3 is to “promote” the profession. The goal of 501C6 is to “protect” the profession.
3. “Best way” is to have 501C6 collect money and give money to 501C3 having the same Board but with a clear line of demarcation or find a way to be partners.
4. LP suggested a meeting after ACA to present findings to taskforce.
 1. Meeting: Wednesday, August 22nd 7pm 2304 E Burnside
 2. Chairperson for the Taskforce: Matt Morscheck
5. LC to write article regarding health care reform for ORCA Newsletter – Due yesterday☺

C. Review Membership Dues

1. LP suggested that ideas for restructuring membership, dues, etc. be submitted. They will be discussed at an Executive Board meeting and then brought back to the ORCA Board for a vote
2. MM committed to gathering best practices when he attends the ACA conference this month.

D. Attending OBLPCT meetings: Dominick Robertson

1. July 25: LC to attend
2. August 10: DR and SA to attend
3. October 12: LP and BD to attend
4. December: CS and MM to attend

IX. New Business

A. Strategic Plan updates:

1. Technology: Chip Kosboth

1. CK reported seeing duplication of efforts and seeing the need to make website simpler for contributors and users.
2. CK reported it is “easy” to change websites the struggle is to “build community.” The need is to build a vested membership.
3. CK expressed interest in the position and reported his availability Su-T by text and email
4. BD reported she has a 16 yr old “whiz kid” volunteer named Aiden who is willing to help.
5. BD to set up a meeting with Aiden, Chip, she and her membership team

2. Membership Proposal

1. ME presented a membership proposal that focuses on inviting new Counseling MA graduates from the local universities to attend a panel discussion featuring principals from non profit agencies, the

VA, and private practice to discuss where their businesses are heading, their needs, and the impact the changes in health care will have on the profession. An incentive will be given to the graduates to join ORCA as well as attend the event.

2. SA, BD and KH agreed to discuss idea at their graduate programs meeting and report back to ME. ME committed to follow through on the idea if the Board passes it.

B. Appreciation & Acknowledgments

C. Closing

1. SA moved to close the meeting, BD 2nd, no discussion, approved.

Minutes submitted by ORCA Secretary Margaret Evans

Oregon Career Development Association YEAR END REPORT for ORCA

Year-End Report for: 2011-2012

Office, Division or Committee: Oregon Career Development Association

Submitted by: Matt Morscheck, LPC, OCDA Past-President

PAST YEAR ACCOMPLISHMENTS:

National Recognition:

OCDA received the "Outstanding State Division" award at the 2012 National Career Development Conference in Atlanta, GA. Matt Morscheck and Christine Lundeen accepted the award on behalf of OCDA.

Update on 2011-2012 OCDA Goals

1. Send four email updates to members throughout the year

- Member Update 1 Sent: President's Message -- 8/14/2012
- Member Update 2: Poster Contest/SkillScan Training – 10/17/2012
- Member Update 3: PDI Early Bird Registration – 1/17/2012
- Member Update 4: ORCA Call for Proposals – 3/30/2012
- Member Update 5: Election Results -- 5/25/2012

2. Host at least one member event per quarter

1. Cocktails & Careers Networking Event – Sept. 1, 2011 in Portland
2. Training Workshop: SkillScan Strategic Self-Assessment – Oct. 26, 2011 at OHSU in Portland
 - 13 members attended and earned 2.25 CEs
3. 10th Annual Professional Development Institute & Awards Luncheon – March 9, 2012 in Clackamas, OR
 - 64 attendees
 - Speakers: Dr. Rosie Bingham, University of Memphis; Christian Kaylor, State of Oregon Dept. of Labor
 - Award Recipient: Carole Mackowich received the Esther Matthews Award for lifetime achievement
4. Spring Industry Tour: New Seasons Market, May 18 in Happy Valley, OR
 - 9 members attended and earned 1.5 CEs

3. Conduct a member survey

- Member survey completed in Jun 2012 – collected responses from 31 members via Survey Monkey.

4. Revive and re-launch Professional Development Scholarship

- Two “full-ride” scholarships were awarded to

SUBSEQUENT YEAR'S PLANS

Christine Lundeen began her term as President at our annual Leadership Retreat and Lunch on Jun 8th, 2012. At our retreat, Christine has shared several goals for the year ahead:

- To enhance OCDA’s connection with ORCA. One way she will be doing this is through organizing a joint OCDA/ORCA networking event this fall.
- To enhance the OCDA Board’s connection with our NCDAs representatives and resources.
- To organize a community service/volunteer event for OCDA members.
- Updating the OCDA Website design and functionality.
- To continue the tradition of holding networking events, industry tours and a successful PDI in the spring.

The OCDA Board is full for the year ahead, including the election of Greg Flores to the President-Elect position. Angela Doty has decided to stay involved on the Board after serving for 3 years as President, and as Past-President for the last year. Angela will serve as the OCDA Historian. OCDA welcomed Anna Meiners to the Board as Member-at-Large. All other Board Members will be continuing in their roles for the upcoming year. We are thankful to have such strong, dedicated leaders on our Board.

OCDA Executive Board, 2012-2013

- Christine Lundeen, President
- Greg Flores, President-Elect
- Matt Morscheck, Past-President
- Angela Doty, Historian
- Anne Lapour, Treasurer
- Donna Montoya, Secretary
- Dan Hayes, Membership
- Nina Olken, Website/Communications Chair
- Eden Isenstein, Member-at-Large
- Anna Meiners, Member-at-Large

May 2012 Update

Updates

Notable updates since our last Board meeting in March:

- Attended ACA Annual Conference in San Francisco, as well as the Western Region Business Meeting, with Sarah A and Matt. Meeting notes available on request. A few items of interest:
 - Colorado Counseling Association has completed a very successful initiative to increase membership (from 250 to 900), focusing on offering “group deals” for graduate students.
 - ACA is revamping its website, and will have portals/microsites for state branches.
 - ACA can be used for communications (e.g. can send messages to all ACA members in a state, and can publicize state events on ACA website).
- In the continuing process of finding potential members, I now have the full databases in Excel of Licensed Professional Counselors and Registered Interns, as well as Registered Supervisors (both obtained from OBLPCT), and I continue to build the Counselor Educator list (from individual university faculty pages) as time allows. I don’t have any lists of graduate students.
- Made a presentation proposal for the Fall Conference.
- Have been focusing mostly on preparing for the President role, which has severely limited time availability for the OACES role.

Current Activities

The focus for OACES is establishing a community of Oregon Counselor Educators, and work to get increased engagement in ORCA activities, especially Conference attendance and participation, and to encourage the same in their graduate students.

Current list of work in process and “to do” list:

- Follow-up actions from ORCA Board retreat.
- Attend ACA Leadership Institute with Sarah L in July.
- Continue to develop a list of Counselor Educators by gathering data from the faculty pages of every Oregon college offering Counselor Education graduate programs.

Look for a replacement for the OACES role.

On Hold

- Make initial contact with CESs, and find out where OACES can best serve its constituency, and each individual's level of interest (possible survey?)
- Make follow-up plans based on results of CES feedback, also considering advantages for ORCA/OACES members
- Encourage CEs (and through them, their graduate students) to view the ORCA Conference as an opportunity to learn, to present research, and to network with peers
- Work with ORCA Conference team to ensure there are some appealing sessions for CEs, possibly including required CEU credits (e.g. Ethics)

OFFICE, DIVISION, OR COMMITTEE YEAR END REPORT

Year-End Report for: 2011 - 2012

Office, Division or Committee: Communications

Submitted by: Sarah Lebo

Accomplishments:

Transitioned ORCA newsletter to electronic format

Responded to multiple requests for information about ORCA by manning the organization cell phone and delegating members' needs to the appropriate board member.

Created an e-mail listserv group for timely dissemination of political alerts and resource requests from members.

Managed ORCA's Twitter, Facebook and LinkedIn accounts, providing periodic updates on organization and state news relevant to counselors.

Updated ORCA's Web site as requested, frequently posting new Continuing Education events to ORCA's calendar and job postings submitted by organizations hoping to reach ORCA's membership.

Subsequent year's plans:

Attend American Counseling Association's Leadership conference to learn how to serve our membership better with social networking resources and figure out how to use our communication tools to engage our membership politically.

Work with new technology chair or contact to identify how to improve the web site and get assistance with updating it with more timely information.

Continue working with membership to address questions about ORCA and facilitate the dissemination of information about jobs, political activity and news for counselors in general.

OFFICE, DIVISION, OR COMMITTEE YEAR END REPORT

Year-End Report for: 2011 – 2012 Ethics Committee

Submitted by: Doug Querin

Accomplishments: What was done...

- Attended all of ORCA Board Meetings when schedule allowed.
- Provided consultations and recommendations to numerous ethics inquiries from ORCA members throughout the year.
- Consulted with OBLPCT Executive Director regarding ethics issues presented by ORCA members.
- Monitoring and reviewing of Oregon laws and Oregon licensing board rule (and proposed rule) changes.
- Attended OBLPCT Board meetings.
- Reviewed ORCA Ethics Code for purposes of possible modifications.
- Promoted ORCA at Graduate School Ethics presentations.
- Promoted ORCA at PSU ethics presentations.
- Attended & presented at ORCA Fall Conference.
- Attended ORCA Spring Planning Retreat.
- Published ethics article(s) for ORCA newsletter.

Subsequent year's plans: What is to come...

Continued monitoring of Oregon laws & ethics regulations.

Continued educating of ORCA members regarding professional ethics.

Publish article regarding most recent OBLPCT rules changes.

Obtain ORCA Board approval of policy regarding handling of ethics complaints.

Obtain ORCA Board approval of sponsoring regional ethics presentation in an effort to promote professional ethics awareness and to grow ORCA membership.

Propose ORCA Board consideration of written policy regarding handling of ethics complaints made to ORCA.

OFFICE, DIVISION, OR COMMITTEE YEAR END REPORT

Year-End Report for: Fiscal Year 2011 - 2012

Office, Division or Committee: Fall Conference Committee

Submitted by: CJ Strauss, on behalf of the committee which also includes: Alexandra Saperstein, Heather Alexander, Heather Bennett, Kira Steenstrup, Lara Pevzner, Lisa Sequeira, Naomi Hudkins, and Sarah Andruszko.

Accomplishments:

- The 2011 Fall Conference in Bend “How We Serve” had great attendance: 142 paid registrants with 314 total days attended. (2010 in Silverton had 107 people with 223 registration days.)
- Cathy Moonshine offered the pre-conference workshop on DBT, which attracted 98 registrants and made possible 19 total CE hours for attendees.
- The conference included an all-day pre-conference workshop, 3 one-hour keynotes, 15 two-hour workshops, 8 one-hour workshops, 9 exhibitors, and 4 posters on display.
- This was the 5th profitable conference in a row!
- Reduced paper registrations to 9 (24 in 2010) by adding a \$5 processing fee.
- Recruited 28 new ORCA members by discounting a trial-year (22 in 2010).
- Silent auction raised \$2,028: donated to Homes for our Troops and COPACT.

Subsequent year's plans:

- Goal to keep the conferences profitable - continuing the trend since 2007.
- Strive to make it as accessible as possible for the counseling community.
 - Keep rates & costs down. 2011 rates averaged \$2 less than 2010.
 - Vary locations b/w member population base (Pdx) and other areas.
- 2012 Fall Conference, *Appreciating the Diverse Experience*, will be November 1st-3rd, at the Red Lion on the River in Portland.
 - Target number of registrants is 125.
- ORCA's 2013 Fall Conference (possible theme TBD)
 - Tentatively planned for Nov 7th - Nov 9th, 2013 in Eugene
- Identify someone to begin training as the incoming chairperson.

Comments:

- This committee is a fun and hard-working group and really focuses on the part of our mission that keeps counselors educated and connected.
- If you are looking to get together more often than the General Board Meetings, come help out!

Sarah Andruszko, LPC Graduate Programs

Over the Last Year:

We have been establishing the role of Grass within the Student and Graduate School Community within Oregon. This is what we came up with so far:

Mission statement for GRASS

“We serve as a liaison to our graduate student body and educators working to ensure their voice is heard and represented in the Oregon Counseling Association”.

Job description for graduate school representative (sub-committee)

The graduate school representative is responsible for collaborating with graduate students, faculty and other professional organizations in efforts to promote growth, outreach and involvement of the Oregon counseling association. As a graduate school representative, you will assess the unique needs, concerns of your graduate school student body and represent those needs to the larger ORCA organization.

You are required to make a nine month commitment to the position, attend two mandatory meetings and be willing to work collaboratively and creatively within a larger team. Benefits include free membership to ORCA for one year, networking opportunities and experience serving a professional organization.

I only have 2 new updates for the Board:

- The first is that I am pleased to announce that Virginia Hood will be working with me on the Committee for GraSS. She comes well qualified and is amazing with people! I know that it is going to be great to work with her.
- Secondly, I am happy to announce that I finally got a Lewis and Clark representative. Her name is Jenny Pugh and I met her at the ACA Conference. She is very excited to educate her classmates and professors on ORCA and to get them involved.

Goals for the next year are as follows:

- To get one representative for each of the schools in Oregon.
- To have a large amount of students and professors attend the ORCA conference this next year and do poster presentations.
- To have a large student focused networking event where we would have a lot of seasoned counselors who could come and answer questions (sort of panel style).
- To call each of the student reps every month as a way to keep connected and further their momentum in moving ahead.
- To have a work party again, to prepare the presenter gifts, that really worked well this year.
- I would like to figure out how to have skype meetings every 3 months with the GraSS Reps.
- To be able to personally call each of the main professors at each of the schools to encourage their participation in and educate their students about ORCA.
- I am training Virginia to hopefully take over for 2013 term and our goal is to be mentoring one or two new people each year so that there is someone to take over the position each new term.

Long term goal:

- To be able to plan a day at the capital for the students to talk to their congressmen about the current issues in legislation relating to counseling.

Office, Division, or Committee Year End Report

Year-End Report for: 2011-2012

Committee: Membership

Submitted by: Becca Dembosz

Accomplishments:

Created ORCA's first Membership Committee team, to include four other counseling students from Western Seminary.

Implemented and oversaw the operation of different committee positions, including holding trainings and group work parties, to ensure that work got caught up and done in an accurate and timely manner.

Cleaned up electronic database records by reconciling paper registrations, streamlining and editing information to reflect accurate information.

Updated Membership letters (welcome, renewal, expired), converting the latter two to electronic send outs only.

Initiated and responded to membership correspondence via email and phone.

Worked in conjunction with other board members to complete duties, including attending board meetings, fall conference, and spring retreat.

Thanks to CJ's hard work, converted our previous google docs database to Regonline database.

Subsequent year's plans:

Pay homage to CJ for all her all-things-techy help over the last few months ☺

Work in conjunction with Tech team to better learn, personalize, and use new Regonline system, including the creation of a training manual to train existing and future team.

Convert paper welcome packets to be sent out electronically and automatically; program renewal and expired letters to be emailed automatically.

Work in conjunction with Grass Committee to recruit new student members. Also outreach to professional community for members.

Work to recapture expired members, especially supervisors. Update supervisors list to send to members.

Send out an online survey to members to better assess membership needs.

Create membership cards for members once membership number discrepancies are reconciled.

Work with Networking Committee to possibly create events for new members to gather together, network, and be personally informed in how to maximize their ORCA membership.

Possibly recruit for another Membership Chair for the 2012-2013 year—I will have graduated by then and who knows where life will take me. I may move or stay and join another ORCA committee, we'll see....

Comments:

What a year it has been! Thank you all for warmly welcoming my student self onto the board! I look forward to continuing to work with you this year!

OFFICE, DIVISION, OR COMMITTEE YEAR END REPORT

Year-End Report for: 2011 - 2012

Office, Division or Committee: Public Policy and Legislation

Submitted by: Tracie McDowell

Accomplishments:

Presented at the ORCA Fall Conference about the importance of joining professional organizations such as ORCA, as well as demonstrating the need for lobbying through COPACT to support our professions on the legislative level.

Responded to multiple requests for responses to billing issues, consulted with COPACT, the ACA, OBLPCT regarding discrepancies in billing issues.

Responded to issues regarding school counselors and exclusions of LPC's, consulting with COPACT and OBLPCT.

Reviewed legislative concepts for future legislation including reimbursement bill and teen access bill.

Reviewed language and responded to the OBLPCT's proposals for administrative rule changes regarding supervisors, assessment, diagnosis, treatment requirements for counselors in new proposed administrative rule(s).

Become educated on healthcare reform and its potential impact on counselors in agencies and private practice settings, including implementation of the Oregon Health Authority's Coordinated Care Organizations.

Addressed the need for immediate communication via listserv as a resource for ORCA members, and its necessity during legislative sessions.

Added co-chair Karen Van Acker to this position, thank you Karen!!!

Subsequent year's plans:

Follow national legislation regarding Medicare reform, and possible inclusion of reimbursement for counselors.

Address upcoming healthcare reform decisions when handed down from the Supreme Court, and understand potential outcomes.

Continue push for COPACT funding and educating counselors about the necessity of lobbying.

Continue to address legislative concepts during next legislative session, with the support of COPACT.

Increase contact with legislators who are in support of our bills.

Coordination with COPACT to address legislative issues as they arise from various parties.

Consultation and training with Karen Van Acker to help increase political action and exposure to counselors across the state.

OFFICE, DIVISION, OR COMMITTEE YEAR END REPORT

Year-End Report for: 2011_ - 2012__

Office, Division or Committee: Secretary

Submitted by: Margaret Evans

Accomplishments: What was done...

Attended and participated in ORCA Executive Council Meetings when schedule allowed.

Sent reminders of ORCA Board Meetings two weeks before to encourage attendance.

Attended all of ORCA Board Meetings: took minutes, emailed them to board members a minimum of two weeks before the next board meeting, asked for corrections at meeting, made changes, saved revised minutes, emailed minutes to CJ to put on ORCA website for transparency with members.

Attended ORCA Fall Conference, took minutes at board meeting and wrap up meeting.

Set goal to respond to and/or forward emails from ORCA members and prospective members within 48 hours of receiving email.

Attended ORCA Spring Planning Retreat. Took minutes at board meetings.

Subsequent year's plans: What is to come...

Repeat last year's activities.

Add selling message to encourage membership and renewals to ORCA when responding to emails.

OFFICE, DIVISION, OR COMMITTEE YEAR END REPORT

Year-End Report for: Fiscal Year 2011 - 2012

Office, Division or Committee: Presidential Liaison

Submitted by: CJ Strauss

Accomplishments:

- Attended Executive Board meetings, General Board meetings, the 2011 ORCA Fall Conference and 2012 ORCA Spring Retreat.
- Represented ORCA leadership through correspondence and attending professional functions hosted by ORCA and/or OMHCA.
- Served as Technology contact with RegOnline and Canvas Dreams. Maintained the domain emails, programmed online registration system, and made periodic website updates.
- Supported the Membership team with database maintenance, creation of a searchable members' directory, and uploading all 2,090 past and present member records into unified RegOnline system.
- Assisted Nominations & Elections committee to help run ORCA's first election using electronic balloting.
- Contributed to the Communications committee by proofreading a couple newsletters. As of May, passed the ORCA phone duties to Sarah Lebo.
- Chaired the Fall Conference Planning Committee.

Subsequent year's plans:

- Continue serving on Committees as needed.
- Assist with Board Member recruitment & retention.

Support the President, Executive Board and Governing Board so that this position of Liaison is no longer needed

OFFICE, DIVISION, OR COMMITTEE YEAR-END REPORT

Year-End for FY 2011-2012

Office, Division, or Committee: President of ORCA

Submitted by: Lara Pevzner

Accomplishments:

- Attended and facilitated all board meetings for the FY
- Attended and welcomed members to the Fall Conference and connected with new and current members to increase accessibility to members and board leaders
- Recruited new FCP Committee Members
- Supported board members and their committees
- Attended OMHCA Board Meetings to continue process of reunification
- Attended Networking Event in March in Portland and connected with potential members specifically from grad schools
- Co-facilitated the Spring ORCA Retreat in Lincoln city with Dominick
- Serve on the Fall Conference Planning Committee
- Connected with other counseling organization leaders in Oregon to develop a stronger voice with legislators
- Disseminated information about PP&A business throughout community to inform counselors of urgent or emerging issues
- Supported the move toward going paperless for improved ORCA functioning
- Added information for the Presidential Binder to communicate the roles of the ORCA President to the incoming President

Plan for FY 2012-2013

- Attend all board meetings in a timely and respectfully productive manner
- Support the new president for the FY 2012-2013 and support emerging leaders

- Attend and participate in FCP mtgs
- Attend and develop connections at Networking Events and Fall Conference in Portland
- Encourage and support board goals for the year
- Maintain progress in achieving greater financial and environmental sustainability by going paperless at least 85% of ORCA business
- Support board members and committees in increasing membership involvement
- Continue the process of reuniting OMHCA with ORCA to increase our presence in Salem
- Supporting PP&A in advocating for counselors throughout the state