

Oregon Counseling Association (ORCA)



Board Meeting Minutes  
Saturday November 7, 2015

**Board Members Present:**

- |                                    |                                     |
|------------------------------------|-------------------------------------|
| X Ryan Melton—President            |                                     |
| Marney Hoffman—Past President      | Vacant—Graduate Students            |
| X Raina Hassan—President Elect     | X Chad Ernest—Public Policy and Adv |
| X Iris Haugen—Treasurer            | X Emily Kolibaba—Technology         |
| X Suzy Elton— Secretary            | X Joel Lane—OACES President         |
| X Gianna Russo-Mitma—Communication | Adry Clark—OCDA President           |
| Susan Zall—Program Admin, NBCC     | CJ Straus---Membership Mgmt.        |
| Lymne Coon—Practice Dev & Edu      | X Catherine Cooney—Networking       |
| X Chalaina Connors—Human Rights    | X Candice Elliot—Fall Conference    |

**Non-Board Members Present:**

- Janie Cuddy--Networking
- Kathleen Coleman—Human Rights
- Melissa Chemaik—Communication
- Jennie Hayes—Communication
- Tony DeCordoba—Technology
- Rebeckah Melton--Guest

- I. Call to Order
  - A. RM called the meeting to order.
- II. Approval of Agenda
  - A. JL moved to approve the agenda. CC 2<sup>nd</sup>. No discussion. Passed.
- III. Approval of Minutes
  - A. Corrections were made to the minutes. CC moved to approve the revised minutes. RH 2<sup>nd</sup>. Passed.
- IV. Words of Wisdom
  - A. Gianna reminded everyone of the importance of teamwork.
- V. Updates and Strategic Topics
  - A. Treasurer's Report (Iris)
    - 1. Iris updated board members on current financial status.
    - 2. Iris reminded members that the change from calendar year to fiscal year is in process.
    - 3. A file of financial information will be uploaded to the Google Share

- Drive.
- 4. A final tally of profit from the fall conference will be available in the near future.
- 5. Anyone with questions is encouraged to e-mail Iris.
- B. Member Survey (Ryan)
  - 1. The Member Survey has been distributed to members.
  - 2. 285 surveys have been completed to date.
  - 3. The deadline for completion is November 13, 2015. Ryan will review responses on deadline.
  - 4. Gianna will send our final reminder to complete survey this week.
- C. 2015 Fall Conference
  - 1. Ryan acknowledged Candice and the Fall Conference committee for a successfully conference.
  - 2. Candice reported that most comments about the conference were positive.
  - 3. Candice also reported that attendees included individuals from New York and Minneapolis.
  - 4. The addition of an ORCA membership table is recommended for the next conference to encourage attendee membership registration.
- D. PD and E Event
  - 1. Discussion is on hold for this agenda item until the near future.
  - 2. Ryan will follow up with Marney and Lynne regarding future events.

## VI. Division/Committee Reports

*Each report is given 5 mins. or less, otherwise tabled for future discussion. All written reports are now located on Google Drive.*

- A. Divisions
  - 1. OCDA: President, Adry Clark—see report
    - a. Ryan will follow up with Adry regarding update on attendance at Board Meetings.
  - 2. OACES: President, Joel Lane —see report
    - a. Joel gave an update of his attendance at the ACES National Conference.
    - b. For future planning, Joel noted that the 2019 Western Region Conference will be held in Seattle.
    - c. Joel discussed strengthening regional counseling identity with more energy focused on doctoral programs developed in the Western Region.
    - d. Joel asked for e-mails from board members regarding suggestions for increasing membership in OACES.
    - e. PSU Counseling Program recently completed a CACREP site visit.
    - f. Ryan and Joel to explore OACES role in covering Graduate Rep responsibilities.
- B. Committees and Executive Council
  - 1. Public Policy & Advocacy: Larry Conner/Chad Ernest—see report
    - a. Chad indicated that the PP and A committee is putting together a package promoting an understanding of COPACT.

- b. COPACT is moving towards utilizing social media, including making videos for the committee website.
  - c. COPACT is formulating a mission statement informing members of the committee's future identity.
  - d. COPACT is expanding their board, promoting diversity, as well as the inclusion of more licensed counselors.
  - e. COPACT is meeting with the COPACT lobbyist and planning for a Nov 25 meeting with the Oregon Insurance Division and the Oregon Health Authority regarding the impact of the nexus between counseling and insurance: low reimbursement rates, restrictions on the length and duration of mental health care, lack of mental health providers that are in network
2. Membership: CJ Strauss---see report
  3. Fall Conference: Candice Elliot—see report
    - a. Main speaker for the 2016 fall conference will be Scott Miller.
    - b. Candice is encouraging board member assistance in getting sponsorship;
    - c. Talk is underway with Cedar Hills Hospital regarding main sponsorship of the 2016 conference.
    - d. The prospectus for the 2016 conference will be found on the ORCA website in the near future.
    - e. Venue for the conference has not been finalized.
  4. Graduate Students: Position vacant
  5. Technology: Emily Kolibaba—see report
    - a. The Technology Committee is in the process of making Google Drive workable for all board members.
    - b. Board members are encouraged to e-mail Emily if assistance is needed with Google Drive.
    - c. The Technology Committee is completing a needs assessment for each committee. Please contact Emily if you haven't been contacted.
    - d. The Technology Committee is exploring if Google Drive and Reg Online meet our needs most efficiently.
  6. Communications: Gianna Russo-Mitma—see report
    - a. Gianna reported the addition of a new committee member who will act as liaison between the Communication and the Fall Conference committees.
    - b. Gianna requested that all e-mails to the Communication Committee members be sent to her, and she will forwards them, as needed.
    - c. Natasha is reporting that she is getting many articles for the newsletter. The Fall Newsletter will be distributed in the next two weeks.
    - d. Catherine requested that ORCA brochures are updated to include membership benefit of ½ hour free consultation with attorney, Paul Cooney. Ryan will support the Committee in making these

- changes.
  - e. The committee is making a form for requests. Policies and a time frame for the completion of requests will be included.
  - f. The committee is researching a possible change in using Google Group for the list serve, rather than Yahoo.
  - g. The committee plans to post more about COPACT in the newsletter and on social media.
7. Practice Development & Education: Lynne Coon—see report
  8. NBBC Program Admin: Susan Zall—see report
  9. Human Rights (Chalaina Connors)--See report
    - a. Committee members met October 12 to discuss the direction of the committee's efforts.
    - b. A suggestion was made regarding ORCA support of NAMI in destigmatizing Mental Health issues. One recommendation is supporting the April 2016 NAMI Walk, potentially sharing a booth with another association.
  10. Networking: Catherine Cooney--See report
    - a. Catherine reported low attendance at the networking event at the fall conference. Conflict with another event was a contributor.
    - b. Catherine discussed interest in getting liaisons from cities outside of the Portland area. Individuals from Salem and Eugene have shown interest in holding events in their communities.
    - c. The next event will be held on the Portland West Side on January 29. Venue to be determined. Gianna will speak on divorced families and co-parenting.
    - d. Catherine would like a board member to attend the January event and present a brief update on ORCA activities.
  11. President: Ryan Melton—see report.
    - a. Ryan reported that ORCA is currently undergoing a business analysis.
    - b. He plans to attend committee meetings in the near future. He requested committee chairs send him times of meetings and have access to web chat.
    - c. Portland Therapy Center is requesting partnership with ORCA. A discussion followed regarding consideration.
    - d. Ryan reported turn over in membership of the Oregon Licensing Board, including a new chairperson.
  12. President Elect: Raina Hassan—see report
    - a. Raina is in process of leading an ORCA rebranding campaign.
    - b. She is assisting Giana in the transition as chairperson of the Communication Committee.
  13. Past President: Marney Hoffman—see report
    - a. Marney will take the lead on the next membership phone drive.
  14. Secretary: Suzy Elton—see report
    - a. Suzy continues to promote welcoming counselors new to Oregon and new to the profession.

- b. Suzy has been responding to Google Phone inquiries. She noted that the majority of calls have appeared to be focused on the Fall Conference, membership registration concerns, and ethics questions.
- VII. Old Business
  - A. Paul Coony, attorney
    - 1. Marney will give an update next board meeting.
  - B. Listserv membership is in process of being updated.
  - C. Google doc support is in process.
- VIII. New Business
  - A. . Google Phone Coverage
    - 1. Marney will be covering the Google Phone in the near future.
  - B. Food and Words of Wisdom responsibility
    - 1. The Networking Committee is responsible for food and W of W for the January 2016 board meeting
  - C. ACA/ILT attendees will be discussed by the Executive Council during the next meeting.
  - D. The Membership Committee is in process of scheduling a phone drive in the future. Incentives for membership were discussed.
  - E. Uploading 2015 Board Meeting minutes to the ORCA website is in process.
  - F. CJ is working on a list of past conference awards winners.
- IX. Appreciation and Acknowledgements
  - A. Catherine showed appreciation of Candice and the success of the Fall Conference
  - B. Candice acknowledged Ryan’s support and also volunteers/board/committee members who attended the conference.
  - C. Suzy acknowledged the Communication and Technology committees for their efforts in making changes that will benefit members
  - D. Iris showed appreciation of CJ and the Membership Committee for “cleaning up” the membership data base and RegOnLine.
- X. Adjourn
  - A. CE moved to adjourn the meeting. CC 2<sup>nd</sup>. Passed. Meeting adjourned.

Minutes respectively submitted by Suzy Elton, ORCA Secretary.

