

Oregon Counseling Association (ORCA)



Board Meeting Minutes
Saturday September 26, 2015

Board Members Present:

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

Non-Board Members Present:

- Janie Cuddy--Networking
- Kara Eads—Technology
- Sara Lebo—Fall Conference
- Kathleen Coleman—Human Rights
- Lisa Sloan-Strom—Fall Conference
- Liz Rassman--Fall Conference
- Chad Ernest—Public Policy & Adv

- I. Call to Order
 - A. RM called the meeting to order.
- II. Approval of Agenda
 - A. CC moved to approve the agenda. JP 2nd. No discussion. Passed.
- III. Approval of Minutes
 - A. Corrections were made to the minutes. JP moved to approve the revised minutes. IH 2nd. Passed.
- IV. Words of Wisdom
 - A. CE provided the Words of Wisdom: Be kind to everyone.
- 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. Anyone with questions is encouraged to e-mail Iris.
- B. Member Survey (Ryan)
1. Ryan presented the Member Survey as a finished product.
 2. The survey will provide feedback from the current membership and promote ORCA with increased membership.
 3. E-mail Ryan if you have feedback/input on the survey.
- C. ORCA list of e-mails (Ryan)
1. Ryan noted that the current list of e-mails is outdated.
 2. Ryan asked committee chairs and members to review the e-mails and remove those that are outdated.
 3. Committee chairs are to provide updated information to Emily and CJ when this is completed.
 4. Ryan provided a 2 week timeline for completion.
- D. Ethics Committee Vacant Position (Ryan)
1. Board members agreed to “hold” on the Ethics Chair position, as board is pursuing various options.
 2. Members are encouraged to utilize the services of Paul Cooney: ½ hr free consult for members as well, as Q and A on ORCA listserve.

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
 2. OACES: President, Joel Lane —see report
 - a. Joel gave an update of his attendance at the ILT conference and the ACES National Conference.
 - b. Joel provided information on a “portability plan” at the national level. There is ongoing discussion about CACREP accreditation being the basis for portability of licensure from state to state
- B. Committees and Executive Council
1. Public Policy & Advocacy: Larry Conner/Chad Ernest—see report
 - a. New officers have been selected and are listed on the committee website.
 - b. Chad Ernest will be the new president. He is also replacing Larry as chair of the PP & A committee for ORCA.
 - c. Chad reported that he attended a conference on Health Care Reform.
 - d. Representative of PP & A committee will be attending an upcoming meeting in Portland regarding adolescent and adult access to Mental Health and Substance Abuse treatment.
 2. Membership: CJ Strauss---see report
 - a. CJ announced that the committee is looking for volunteers. She is also in need of a Co-Chair.

3. Fall Conference: Candice Elliot—see report
 - a. Candice reminded everyone of the upcoming Fall Conference in Ashland, OR, October 23 and 24.
 - b. The committee is finalizing its work for the conference
 - a. A flier has been distributed
 - b. 50 Shakespearean play tickets are sold out.
 - c. There are currently 8 exhibitors, 2 breakfast sponsors, and 2 coffee break sponsors.
 - d. A grad student night is being planned for Friday evening. Oct 23.
 - c. Plans for the 2016 conference are underway.
 - a. Tentative main speaker will be Scott Miller.
 - b. The conference committee and Ryan are hoping to bring in other disciplines to help support the conference.
4. Graduate Students: Jenny Pugh—see report
 - a. Jenny reported a “big” turnover in grad student representatives.
 - b. She has a new rep from George Fox and is needing one from OSU, Cascades Campus.
 - c. Jenny plans to coordinate with Candice regarding visiting the campuses and meeting the representatives.
5. Technology: Emily Kolibaba—see report
 - a. The technology committee is working with the PD & E committee to make sure that the webinar from the last CE event is successful.
 - b. The committee continues to update the e-mail list of executive council and board members.
 - c. There is continued work on a needs assessment of various executive council and committee members.
 - d. Ryan plans to follow up with Emily with a process for getting the “big picture” of the Google Shared Drive, as various board members continue to have difficulty with gaining access to the drive.
6. Communications: Gianna Russo-Mitma—see report
 - a. Gianna is transitioning into her new role
 - b. The committee is reporting an increased number of viewers of social media sites.
 - c. The summer newsletter has been distributed. The fall newsletter is in progress. Deadline for submissions/articles is October 15.
 - d. The communication committee is in process of redesigning the newsletter.
7. Practice Development & Education: Lynne Coon—see report
 - a. Lynne reported that the profit from the PD & E event on Sept 19th is \$1000.
 - b. Attendance for the event included 28 people, 4 of those by webinar.
 - c. Options are being discussed for workshops in the future.
 - d. Sponsorship is being considered.

8. NBBC Program Admin: Susan Zall—see report
 9. Human Rights (Chalaina Connors)--See report
 - a. Chalaina reported that there were no individuals signed up for the Hula Hoop for Life event.
 - b. Options for events in the future are being discussed.
 - c. Chalaina is happy to report two new committee members.
 10. Networking: Catherine Cooney--See report
 - a. Janie Cuddy provided an update on networking events and information.
 - b. The committee plans to hold events quarterly.
 - c. Current goal is to look for leads in other areas of Oregon to hold networking events.
 - d. The committee is considering internship fairs.
 - e. Events will be posted to social media sites.
 - f. The committee plans a networking event at the fall conference on Saturday, Oct 23, from 4:30-6 pm before the play.
 11. President: Ryan Melton—see report.
 - a. Ryan provided an ILT update.
 - b. He is actively working on connecting with the OMLFT.
 12. President Elect: Raina Hassan—see report
 - a. Raina is planning an ORCA rebranding campaign.
 - b. She proposed redesigning the “look and message” in an effort to attract membership
 13. Past President: Marney Hoffman—see report
 14. Secretary: Suzy Elton—see report
 - a. Suzy continues to promote welcoming counselors new to Oregon and new to the profession.
- VII. Old Business
- A. Paul Cooney (Marney)
 1. Marney will be providing an update on Paul’s scope of services for ORCA in the near future.
- VIII. New Business
- A. . Google Phone Coverage
 1. Suzy will be covering the Google Phone for October.
 - B. Food and Words of Wisdom responsibility
 1. The communication committee is responsible for food and W of W for the November 7, 2015 board meeting
 2. Costs are to be kept around \$50
- IX. Appreciation and Acknowledgements
- A. Ryan acknowledged his appreciation of CJ “tending” the ORCA phone for a long period of time.
- X. Adjourn
- A. LC moved to adjourn the meeting. JL 2nd. Passed. Meeting adjourned.

Minutes respectively submitted by Suzy Elton, ORCA Secretary.

