

Oregon Counseling Association (ORCA)



Board Meeting

Saturday, September 24, 2011

9am-12pm

Clackamas Fire Station #5, Clackamas, OR

Board Members Present:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Lara Pevzner - President | <input type="checkbox"/> open - History |
| <input checked="" type="checkbox"/> Patricia Kyle - Past President* | <input type="checkbox"/> Alexandra Saperstein – Human Rights |
| <input checked="" type="checkbox"/> Heather Bennett - Treasurer | <input checked="" type="checkbox"/> Becca Dembosz - Membership |
| <input checked="" type="checkbox"/> Margaret Evans - Secretary | <input type="checkbox"/> Marney Hoffman – Networking |
| <input checked="" type="checkbox"/> CJ Strauss - Presidential Liaison* | <input type="checkbox"/> Tracie McDowell - Public Policy/Advocacy |
| <input checked="" type="checkbox"/> Sarah Lebo – Communications | <input checked="" type="checkbox"/> Dina Yerex - Sustainable Development |
| <input checked="" type="checkbox"/> Josh Aldridge - Continuing Education | <input type="checkbox"/> open - Technology |
| <input checked="" type="checkbox"/> Doug Querin – Ethics & Bylaws | <input checked="" type="checkbox"/> OACES President - Patricia Kyle* |
| <input checked="" type="checkbox"/> CJ Strauss - Event Planning* | <input checked="" type="checkbox"/> OCDA President – Matt Morscheck |
| <input checked="" type="checkbox"/> Sarah Andruszko – Grad Programs | *Two positions |

Non-Board Members Present: Glenn Maia, Heather Alexander, Jamie Califf, Josh Groesz.

I. Call to Order – Welcome and Introductions

II. Approval of Agenda

- A. DY motioned to approve agenda, BD 2nd, SA motioned to add item under IX
New Business: Western Regional Leaders Institute Report, DY 2nd, passed

III. Approval of Minutes: review and discuss

- A. CS moves to have Exec Committee plus DY review previous minutes and prepare them for General Board approval. HB 2nds, no discussion, passed.

IV. Board Member Responsibilities – Review mission and vision

- A. LP passed out mission and asked board to review before each meeting.

V. Treasurer’s Report: Heather Bennett - see attached report.

- A. HB asked for help with internal audit. SA, CS & DY volunteered to help HB w
internal audit.
B. Quick Books for MAC software bug - HB needs tech support. Email motion
planned if HB takes Quick Book class or similar, to approve through budget.
C. PK commended DY and HB on getting ORCA’s budget and treasurer’s position
in good standing.
D. DY recommended investing be a future agenda item.
E. HB requested members to turn in expenses within 30 days after event.

VI. “Words of Wisdom”

- A. PK commended board on attendance and being “best working board she has ever
seen.”
B. JG reported “Life is priceless, we are all rich for having one.”

VII. Reports: each given up to 7 minutes, otherwise tabled for further discussion

A. Divisions

1. OCDA: President, Matt Morscheck - see attached report
 - a. CS and MM will work together to link ORCA and OCDA websites
2. OACES: Patricia Kyle
 - a. Discussion around the new bank checking account opened by ORCA for OACES. All back finances are in order.
 - b. CJ motioned for OACES to contribute \$500 for Fall conference networking event, PK 2nd, no discussion, passed.
 - c. PK is actively recruiting for a new OACES President

B. Active Committees

1. Communications: Sarah Lebo – see attached report
 - a. Thanks given to Josh Groesz for his year as Newsletter Editor.
 - b. Oct 15 deadline for Fall newsletter submissions - send them to SL.
 - c. All future newsletters will be sent on line. Less than 15 members do not use email, they will receive a PDF paper copy. Small printing fees will come out of membership and communication budgets
2. Continuing Education: Josh Aldridge – see attached report
 - a. Speaking to NBCC on Monday regarding ORCA's provider status. Will send email confirmation of conversation and document in binder.
 - b. Goal to have these events promoted on ORCA website. JG will forward info to SL or CS until he is able to post to site.
3. Ethics & Bylaws: Doug Querin
 - a. Requested confirmation on ORCA's role on receiving potential ethics complaints about members. He believes we should refer them to OBLPCT. CS to check bylaws & policies/procedures and report back.
4. Event Planning: CJ Strauss – see attached report
 - a. CJ moved to reallocate \$500 from food and beverage budget to AV budget. SA 2nd, discussion ensued regarding service fees and food charges. CJ withdrew previous motion and motioned to spend \$750 on AV equipment for conference. SL 2nd, no discussion, passed.
 - b. CJ reported 2012 conference will be at Portland Jantzen Beach Red Lion. Looking for input on a theme/tag line.
 - c. DQ asked that it be noted that his Ethics session for Fall conference is eligible for 2 CE credits. SL will help with that marketing.
5. Graduate Programs: Sarah Andruszko - see attached report
 - a. Building relationships with graduate programs, 9 students expressed interest thus far.
6. History: OPEN
7. Human Rights: Alexandra Saperstein –not present
8. Membership: Appointment Becca Dembosz – see attached report.
 - a. BD introduced her membership team: Jamie and Glenn in attendance. Reported that her team is current with membership. Discussion ensued regarding renewal dates, grace periods, monitoring member status. Question about how many members we have. Conversation tabled.
9. Networking: Marney Hoffman, absent – see attached report
10. Nominations & Elections:
 - a. PK brought up that Treasurer and Secretary are currently appointed - have not had an election, awaiting a candidate for President Elect.

- b. idea of using Survey Monkey online as an affordable way to hold an election, since the offices are running un-opposed. Discussion tabled.
- 11. Public Policy & Advocacy: Tracie McDowell, not present-see attached report
 - a. TM has moved into the Presidency of COPACT
 - b. See Minutes from COPACT Meeting 8/13/11.
 - c. LP to contact Tracie regarding organizing a day on the hill
- 12. Sustainable Development: Dina Yerex
 - a. LP thanked DY for her role in preserving institutional knowledge.
 - b. DY will assist in researching item VII B 3 a above.
- 13. Technology: OPEN
 - a. discussion around the difficulty this vacancy presents. SA asked that everyone try to recruit someone. CS said OMHCA has an excellent Technology chair, Roy Huggins, and reminded the Board that we will benefit from each others' leadership if we can complete the re-unification.
 - b. MM to contact Roy Huggins to discover his interest in the Tech position on the board.
 - c. CS to train board members on website one on one within their schedules. SL and MH currently able to make some updates.

VIII. Old Business:

- A. Approving Past Minutes - this addressed above in item III
- B. President Elect???
- 1. Doug Querin was asked about the position. He requested the discussion be tabled.

IX. New Business

- A. Scanner for Treasurer - HB to research and buy scanner for PC&Mac to facilitate transfer of info b/w Treasurer and Committees. Money is available in budget.
- B. Newsletter and our paperless mission - SL will inform all members about the change to online-only newsletters. Details addressed above in item VII B 1 c.
- C. Conference roll call
 - 1. LP asked a show of hands for those attending the Fall conference and thanked us for being professional in our representation of ORCA.
 - 2. SA will email the location and time of Board meeting at conference and ask for confirmations for the meal.
- D. Western Region Leadership Institute Report - July 27-30, 2011 in Alexandria, VA
 - 1. SA and MM discussed the importance of advocacy with elected officials in Day on the Hill type events.
 - 2. Meeting with the other ACA Branches in the Western Region created a shared approach to problem solving. WR will be the pilot region for unified dues with ACA. ACA has many members in Oregon who do not belong to ORCA. MM says it is an area for a large amount of growth.
 - 3. Both report it was a wonderful learning experience and encourage ORCA to send two or more board members together again like other states do.
- E. Closing.
 - 1. HB moves to adjourn, MM 2nds, passed. Meeting adjourned at 11:58am.

Minutes submitted by ORCA Secretary Margaret Evans, Committee Reports attached

ORCA Presidential Report

9/19/11

The ORCA Executive Board is thrilled to introduce our new secretary to the full Board at the mtg this Saturday! Margaret has stepped into the role of secretary with brilliance and honor. As always, CJ has done a fantastic job of orienting and supporting Margaret as she fields calls from members and sends out reminders to all of us. Please welcome Margaret with open arms and encouragement.

Your treasurer has remained diligent and timely with our financial obligations. We have opened a new account for ORCA and OACES in order to organize funds appropriately.

I have been involved with the Fall Conference Planning Committee, working to organize the vendor and exhibitors and attend the regularly scheduled meetings.

Earlier this summer, Doug invited me to speak to his graduate school class about the importance of joining ORCA and getting involved.

The Western Region Chair of ACA, Paul Fornell, has created a listserv in order for the western states to regularly consult and brainstorm. This will certainly bring our large region together by improving communication.

I'm very excited about the quickly approaching fall conference in Bend and can't wait to see you all there,

Lara.

Oregon Counseling Association
Board Meeting 9/24/11
Treasurer's Report
Heather Bennett
Compiled 9/24/11

- Fiscal Year 2010-2011
 - Profit & Loss Statement: Income was \$33,395.02, showing profit of \$3,805.02.
 - President's travel to ACA conference for 09-10 FY is included as an expense in the report.
 - \$2,000 paid to COPACT.
 - Balance Sheet:
 - Checking account had \$10,245.32 with \$781.00 to be deposited at FY end.
 - Investment account had \$1,045.34 as of end of FY.
 - Taxes:
 - ORCA required to file form 1090 by November 15th, as average income for past three years has exceeded \$25,000

- Fiscal Year 2010-2011
 - Profit & Loss Statement:
 - Profit & Loss Statement: Income was \$14,483.00, showing profit of \$12,658.52.
 - Balance Sheet:
 - Checking account has a balance \$19,001.84 w/ \$5,079.00 to be deposited.
 - Investment account had \$1,045.34.
 - OACES checking account has a balance of \$1,220.00

- To-Do Items
 - There is need to do an internal audit – need help facilitating this.
 - Taxes for 2010-2011 Tax Year.
 - Quickbooks does not currently store the input budget. Ideas?

- Items Requested for Action:
 - Turn in any outstanding payables/reimbursements due.

OREGON CAREER DEVELOPMENT ASSOCIATION ORCA BOARD REPORT -- September 24, 2011

General

- ☑ Name discrepancy with IRS is complete (“organization” to “association” to correct a data entry error).
- ☑ OCDA Board met on Sept. 9 in Newberg, OR
- ☑ President’s Goals for Year:
 - Quarterly email updates to members
 - Host at least one event per quarter
 - Conduct a Member survey to assess needs and opportunities
 - Revive OCDA Professional Development Scholarships for members

Leadership

- ☑ Full membership board with a clear leadership succession plan in place.
- ☑ Christine Lundeen, OCDA President-Elect, was accepted to the NCDA leadership academy

Professional Development Activities

- ☑ Summer Networking Event
 - OCDA hosted a networking event on Thursday, Sept. 1 at Vie La Boehme. 8 people attended, resulting in 2 new members.
- ☑ Fall Industry Tour planed for Oct. to visit Portland Trailblazers may be derailed due to NBA lockout.
- ☑ NCDA Career Development Month (November) – OCDA will facilitate statewide Poetry/Poster contest.
- ☑ Spring PDI Planning is moving along: save the date March 9, 2012 in Portland.

Financial (as of 9/9/11)

- ☑ Current assets: \$5,755.98
 - Checking Account: \$1,615.23
 - PayPal Account: \$4,669.25

Membership

- ☑ 74 Active members as of 9/9/11
 - OCDA 53
 - ORCA/OCDA 13
 - Lifetime OCDA 17
 - Lifetime ORCA 4

Communications/Website

- ☑ Facebook: 47 fans (+6 since 6/1)
- ☑ Twitter: 468 followers (-4 since 6/1)
- ☑ LinkedIn Group: 73 members (+15 since 6/1)
- ☑ Blog launched in March, includes a PDI write-up and pictures.

Submitted by Matt Morscheck, OCDA President

Communications Committee Report

September 18, 2011

Sarah Lebo

Progress Update:

- Did training with previous communications chair person to take over responsibilities after being voted into the position in June 2011
- Did some preliminary Web site training with CJ over the phone and by testing out the capabilities on my own
- Made several small adjustments to the Web site (updating board name/contact list, worked with another organization that contacted ORCA for a continuing education listing)
- Updated the e-mail list for E-mail communications from the latest membership database.
- Reviewed wonderful work by membership committee for new membership reminder letters to confirm they were consistent with ORCA editorial style.
- Handled marketing for the fall conference (ORCA e-mails, listings with Willamette Weekly, Craig's list, ACA "counselor" magazine, Twitter, Facebook, NBCC continuing education calendar, OAMFT web site listing, ORMHCA list serve and webs its, OBLPCT list serve).

Continuing Goals:

- Begin building a committee as soon as interested people are identified
- Train with the newsletter editor to take over the responsibilities when he leaves the post (By end of Sept. 2011)
- Work with other board members to identify a new newsletter editor

Here are the updates of approved trainings in the community since our last meeting:

1. The Meditative Processes, Sunday May 15th, 2011 *Instructor:* Nelly Kaufer, LPC.

Summary: The Meditative Processes describe different ways the mind functions and transforms in meditation. The way mindfulness is commonly taught can offer stress relief and other benefits, but over time can also limit the possibilities in meditation. Participants will expand their views about meditation by learning about six differing meditative processes. This workshop can help participants be better able to "hold our seats" with difficult client experiences and interactions as well as gain more awareness of counter transference.

2. The Helping Relationship, (3 Groups each meeting once a month for 10 months)

Beginning Thursday September 15th, 2011. *Instructor:* Bob Edelstein, LMFT, MFT

Summary: This small group will explore the key principles of Existential Humanistic therapy in the case consultation format. Therapists will deepen their therapeutic work with clients by exploring the vital importance of being with the lived experience of both the client and themselves within the therapeutic context. Therapists will become aware of the importance of working with both the intra-psychic and interpersonal realms within the therapeutic container. Therapists will understand the need for clients resistances and learn ways to effectively engage with these resistances to facilitate optimum growth. The group meets once a month for ten months, 2.5 hours per session, for a total of ten sessions.

3. Estimate of Risk of Adolescent Sexual Offense Recidivism - ERASOR, Friday September 23rd, 2011 *Instructor:* Greg Czar, PhD

Summary: The ERASOR is an empirically-guided assessment tool to assist clinicians and other professionals to estimate the short-term risk of a sexual re-offense for youth aged 12-18. There are 25 risk factors that are evaluated and fall into 5 headings: Sexual Interests, Attitudes, and Behaviors; Historical Sexual Assaults; Psychological Functioning; Family/Environmental Functioning; and Treatment. Practical training on Juvenile Sex Offender Assessment and the Estimate of Risk of Adolescent Sexual Offense Recidivism tool (ERASOR) will be provided. Important concepts and aspects of risk assessments, including the ERASOR, will be discussed. Participants will have the opportunity to learn about relevant research, scoring of the tool, and practice utilizing the tool utilizing two separate vignettes followed by discussion and feedback. The group will discuss practical application of ERASOR results for both treatment planning and supervision decisions.

4. Fundamentals of Private Practice, Saturday October 8th, 2011

Instructors: Doug Querin, JD, MA, CADC I; Dina Yerex, LPC, CADC III, CADC II; Courtney Woodward, MS, Registered Intern. *Guest Presenters:* Larry Rogers, LPC; Roy Huggins, MA, Registered Intern

Summary: Focusing on 3 critical aspects of Private Practice:

- a. Insurance & EAP Panels/Payment and Billing
- b. Ethics including appropriate boundaries, private practice vs. agency
- c. Marketing/Branding of yourself in private practice Including fees, forms, web design

Fall Conference Planning Committee Report for Board meeting 9/24/11

Submitted by: CJ Strauss, on behalf of the planning committee which also includes: Alexandra Saperstein, Becca Dembosz, Doug Querin, Heather Alexander, Jamie Guyn, Lara Pevzner, Lisa Sequeira, Marney Hoffman, Michal Dudrey and Sarah Andruszko.

Planning Sub-committees:

Admin, A/V, Awards, Continuing Ed, Exhibitors, Finance, History, Marketing, Membership, Networking, On-Site, President, Program, Registration, Sponsorship, Venue, Volunteers.

The Event:

- November 3, 4 & 5, 2011 at the Riverhouse in Bend, OR. Theme: "How We Serve"

2011 Progress:

- The committee has been meeting monthly since December and working in-between meetings on subcommittee tasks. Thank you for your dedication!
- Program is full of great speakers/topics, about half of which are veteran focused.
- We had to decline about a third of the submissions and ask them to consider 2012.
- Currently compiling the text for the printed program booklet.
- The ORCA website shows the artwork, info about the hotel, volunteer info, the speakers and topics, the schedule and the keynote bios.
- Sarah Lebo from Communications has been doing marketing through ORCA's email, twitter and facebook as well as reaching out to other organizations for listings.
- 57 Registrations online so far (we initiated a \$5 surcharge for paper).
- Made a new webpage with info and allows exhibitors to apply online (none rec'd yet).
- Onsite preparations are underway and we are trying to get more tasks done in advance.
- Glenn Maia from Membership is helping with the online information tracking.
- We have a good number of student volunteers planning to help on-site.
- It seems too difficult to borrow AV equip (as we usually do) and carry it all down to Bend.

2012 Planning:

- November 1, 2, 3, 2012 at Red Lion Hotel on the River (Jantzen Beach)
- Theme to be ??? related to diversity:
 - coming together; differently-abled; underserved/recognized; immigration; chronic pain; hearing loss; life experiences; gender identity; social justice; awareness; celebration; advocacy; teaching; treating...

Next Meeting:

- Wednesday October 12th at 9:30am at 2301 NW Thurman St, Portland, OR 97210

Questions/Concerns:

- Does anyone have contacts in Central OR for exhibitors or vendors to rent table space?
- Ideas for a catchy theme/tagline? Embracing/Exploring the Lived/Human Experience.

Actions Requested of Board Members:

- Please nominate someone worthy of an Award - the new form is more user-friendly ☺
- Share the conference excitement with your colleagues and classmates! Flyers are available on the website if you want to email them or print copies to post or pass out.
- Please vote to allow \$750 to rent AV equip at the Riverhouse (budget was \$250).

9-9-11
Graduate Student Programs Committee Report
Sarah Andruszko

Cole Struhar passed the baton in May after a year of hard work laying the foundation for the Graduate Student Programs Committee. We send her our gratitude as she is pursuing her doctorate degree in California. She will be missed.

GraSS takes the summer off and so our work is ramping up now that the school year has begun.

We are meeting September 25th from 3-6pm at my house for a working dinner...if any of the Board would like to attend, you are welcome.

I sent an introduction letter to 11 Counseling Graduate Schools letting the faculty know about how they can be involved in ORCA and how they can get their students involved.

5 of the schools have Grad Reps for this school year. My goal is to have all 11 represented by the Fall Conference in November.

Ongoing Efforts and Goals for GraSS

- Work with graduate programs to select student representatives.
- Work with graduate programs to increase faculty representation at the ORCA conference, 2011.
- Support each graduate program faculty/staff representative in becoming a member of ORCA.
- Increase student membership by marketing electronically to each student, establishing working relationships with each program, and creating ORCA representation on each campus.
- Hold two graduate program student representative committee meetings a year
- Work with student representatives to address graduate student needs and then provide quality representation within ORCA, with a goal that students will begin a networking forum to support their professional development.
- Incorporate technology that will support the development of the Graduate Program Committee and ORCA. i.e. easily distributed electronic newsletters, website development, email communication systems.
- Continue to recruit conference volunteers and research poster & program proposals.

ORCA Membership Committee Report

17 September 2011

Rebecca Dembosz

In June this year I was honored to take the chair position for the Membership Committee and count it a privilege to get to know so many amazing ORCA leaders. Much appreciation is due to Sarah Andruszko, who spent many tireless hours training and supporting me to take this position.

With some of Sarah's preliminary ideas to organize the many Membership duties into different positions, I propositioned students at my school, Western Seminary, and successfully formed Membership's first team of talented volunteers to help me fulfill these demands:

- ✚ **Lindsay Ferrell**, Welcome/New Members (aka, Ms. Exuberance with bright ideas)
- ✚ **Jamie Califf**, Contact Updates (aka, Ms. Sweetheart who's always happily on top of it)
- ✚ **Samara Sanchez**, Renewal & Expired (aka, Ms. Professionalism with some good laughs)
- ✚ **Priscilla Hertel**, Database Support (aka, Ms. Productivity who's great with databases)
- ✚ **Glenn Maia**, Marketing & Technology (aka, Mr. Servant's Heart + tech whiz). Glenn is also in the process of helping out CJ with the ORCA website and other projects.

And then there's me, aka, I love to work with teams. Most of the summer was spent getting these folks on board and coordinating training around many busy schedules. As I trained them, I spent a lot of hours getting myself and the database properly organized and cleaned up. I am proud to say, however, that this committee is nearly caught up on the things that fell behind during the transition. In addition, Membership has gone all electronic in our correspondence with members, with the exception of sending out a hard copy of our welcome packet.

Our continuing goals are as follows:

Complete each sub-committee's work in a timely fashion and hold occasional team meetings to help each other stay on top of duties, as well as frequent communication with me as their leader.

Create a new welcome letter that will supply each member with an ORCA membership card they can punch out and keep, much like what ACA does.

Once we get a new ORCA website, transfer our current database onto the new site's database. Along with this, work towards streamlining our electronic communication with members to be more automatic, according to technological capabilities.

Make efforts towards outreach to increase our membership numbers, including strategizing as a team to get leads and market to those individuals and organizations.

NETWORKING COMMITTEE REPORT for Board Meeting 9/24/11
Submitted by Marney Hoffman, networking@or-counseling.org

Committee Members: Marney Hoffman and Naomi Hudkins

Committee Purpose: Provide networking opportunities for members to communicate with other members for the purpose of furthering professional development.

Recent Activity:

- Supervisor List, Job announcements
 - Updated Supervisors list with four new supervisors
 - Updated and maintained job listings (2 listings)
- Networking Event:
 - Working on 2012 schedule of networking events that will include a guest speaker with possible CEU's.
- ORCA Conference: Connecting members who are interested in sharing a ride and/or a room at the conference. List is being compiled and will be sent out to those interested.
- Website: Updated networking section of website to include information regarding the networking event at the Fall Conference and ride/room share list.
- Answered emails and phone calls regarding networking activities (approx. 10 emails/phone calls since last meeting).

Goals:

- Plan the Networking lunch for the Annual Conference.
- Organize and schedule 2012 networking events to include a speaker and possible CEU's. Hopefully, this will be completed before the conference in order to distribute the information.
- Committee meeting to be held Thursday, September 22nd at 4:00pm Starbucks Cascade Station (anyone wanting to join the committee is welcome to attend).

COPACT Meeting: Formal annual meeting

Saturday, August 13, 2011

Members present:

Larry Conner
Tracie McDowell
Stephen Rogers

Agenda

We need to shift director's jobs.

Stephen agrees that he can serve as a treasurer and bookkeeper. Stephen can purchase or download the Quickbooks software, and then get reimbursed for it. We need to be able to send the QB information to a tax person.

This year we will shift the position for Larry and Tracie, changing positions for Larry to assume responsibility for Secretary. Tracie will be assume position of President and Larry will assume position of Secretary as of today.

Financial reports:

Reviewed financial reports from the past two years. We are still waiting on donations from OMHCA and OAMFT that total 3500.00. If we had this money, we would be at about 8000.00. We all need to continue to work toward soliciting money from our professional organizations.

Should we get board insurance for COPACT? Steve will check into this, and is there a need to get this? Could we get sued for any reason? Larry will check with David Culpepper and Doug Querin on this?

Getting listed as lobbyists:

All three board members of COPACT need to be included in the organization as registered lobbyists with the State of Oregon. Steve will check into this.

Debrief modifying current statutes/meeting with OBLPCT

We may be playing defense with a Republican majority.

Can the OBLPCT give us concrete data that indicates the need to create laws and rules that give them more oversight for non compliant counselors and therapists? What does the board feel is needed? Tracie will contact the OBLPCT to request this information.

Legislative options in the future:

Teen access to LPC's and LMFT's: We were told that the right to life people would pounce on us making this a potential need for lobbyist.

Reimbursement rates: Statutory requirements that make insurance reimbursement for LPC's and LMFT's parallel for LCSW's. We would get pounced on by the insurance industry as well as the social workers, necessitating a lobbyist.

Sex with a client as a crime, no matter what type of provider. But if we were to do this, we would need to collaborate with OBPE and the board of Social Workers and this would take a long time. Larry will call Elizabeth Cushwa. Tracie will contact the OPA and NASW Oregon and their boards about how would they feel about this, do they know about the criminal stature about this being a criminal offense. Steve will check into sending the governor a suggestion for a replacement for the LMFT opening on the OBLPCT. Larry reports this could be a potential difficulty for therapists who may be charged who are not guilty.

Getting Steve on website: Larry is working on this to add Steve, change titles.

Tracie will speak on behalf of COPACT at the ORCA Fall Conference this November in Bend.

We are paying for another year for the COPACT PO Box. The PO Box in Tigard is located on Main Street and is PO Box #230334. Larry was given a key last year, and Steve was given the key today.

We will need to all go to US Bank to sign on the COPACT account. We were unable to do this at this meeting because we need to have other information needed by the bank to make changes to the account.