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2019-06-08 PCA Executive Council Meeting Minutes, February 2, 2019

Pennsylvania Counseling Association

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PENNSYLVANIA COUNSELING ASSOCIATION

A Branch of the American Counseling Association

Executive Council Meeting Minutes

February 2, 2019

As a state branch of the American Counseling Association, the Pennsylvania Counseling Association accepts the responsibility to serve and represent Pennsylvania's professional counselors by providing leadership and professional development. The purpose of the association is to enhance human development throughout the life span and to promote professional counseling.

Meeting commenced at 12:08 pm.

Introductions/Roll Call:

Officers of the Pennsylvania Counseling Association

Present

President: Joe Behun
President-Elect: Nellie Scanlon
Past-President: Charles Jacob
Secretary: Kristen Hawk
Treasurer: Derek Parker

Branch Chapter Officers

Present

GPACA: Astra Czerny
NEPCA: Kevin Snow

Not Present

GPCA: Mark Shoaf

Branch Division Officers

Present

PALGBTIC: Ryan Gruber
PASGW: Matt Nice
PASERVIC: Mike Verona

Not Present

PACES: Eric Owens
PACAC: Danielle Moore
PAMCD: Krista Mallot
PCCA: Lauren Brubaker

Special Interest Group

Present:

PAMGCA: Michelle Steimer
Standing Committees (non-voting)

Present

Archives: Mark Kenney
Conference: Ryan Bowers & Ashley Deurlein
Ethics/By-Laws: Gregory Roth
Finance/Budget: Derek Parker
Government Relations: Travis Schermer
Membership: Angelica Galvan
Nominations and Elections: Charles Jacob
Professional Development: Ashley Deurlein

Special Committees (non-voting)

Present

Awards: Ryan Bowers
Journal: Charles Jacob
Past Presidents: Paul Datti

Not Present

Graduate Student Liaison: Nicole Flack
Social Media: Kathryn Nuff

Guests

Present

Samantha Urbanick, graduate counseling student from Arcadia University

Quorum present with 12/15 voting members.

Motion to approve agenda by Charles, second by Nellie. Motion approved.

Approval of November 9, 2018 Minutes

Copies were distributed in advance of the meeting for board review. The president asked if there were any additions or corrections to the minutes that were distributed in advance of this meeting. Being that there were no corrections, the minutes stood approved as read.

Officer Item/Action/Discussion Items:

President – Discussion items: Joe noted the efficiency of previous meetings and reminded everyone to try to limit individual time to 10 minutes.

Joe reviewed by-laws concerning voting members as outlined in report and emphasized the importance of only voting members voting during meetings. He also explained that special committees can be created by the president, which would stand for 1 year, and all changes to committees would need board approval.

In terms of professional development and conference data planning, Joe asked that when groups are planning events, to be mindful of competition to the conference. Ryan G suggested having a frequent e-bulletin to advertise everything at once since there's no newsletter at present. Joe suggested that we be intentional about advertising all upcoming professional development events at once, so they are consolidated and not sent individually at different times to all members. Ashley will be responsible for marketing professional development events.

Action item: Joe distributed current and draft of mission, vision, and values statements. Paul suggested that the new mission draft should mention clientele, and others agreed. Discussion followed about updating the mission and there was agreement that edits should be made. Ryan G

suggested removing mention that we are a state branch of ACA. Ryan B suggested adding advocacy and protection, and Ryan G suggested incorporating “ethical and culturally-inclusive practice.” Joe will edit and ask for feedback from the board. Changes to the mission would be a by-law change and require a vote. Joe asked for feedback about the vision, and whether we should change it. Ryan G again suggested for national association to be removed and #1 should be adjusted to be more a vision statement rather than a value statement. Nellie pointed out how brief ACA’s vision statement is compared to what is being proposed for PCA. Joe also drafted core values. Ryan G suggested condensing the vision statement and be more thorough in the values, as well as removing “citizen” from #3 vision draft. Paul suggested to change it to “all individuals” instead. Discussion followed about edits to the vision statement. The new draft includes: “Our vision is to ensure that all individuals have access to ethical, competent, and skilled professional counselors.” Discussion then followed about PCA values. Derek indicated his belief that including key words and definitions is best. It was agreed that the paragraph of draft #1 should stay and core values would be listed (values need be clarified). Ryan B suggested adding supervision and training to the list. Ryan G asked for clarification about the purpose of the values statement and Joe indicated that it’s good to clarify what we value most. Ryan G then suggested that we may not need a values statement. Joe explained that the strategic plan would come from the values we choose to include.

President-Elect – Discussion items: Nellie indicated that we’ve received numerous phone calls asking about PCA, ethics, etc. There’s a phone number listed on the website that goes to Deneen who then passes along the calls. Nellie suggested that we have a protocol for how people contact us and how we answer questions. Nellie discussed information on report about everyone being assigned a PCA g-mail account for correspondence related to PCA. Joe pointed out a benefit of using g-mail accounts would allow everyone access to google docs and emails would be archived for leadership transitions. Nellie will ask Deneen about the format she uses for her e-mail (@pacounseling.org) to see if that can be used for other board members. Joe emphasized that whatever format is used, it needs to be uniform. Ryan G suggested just starting with the executive council first and that we need systems in place to help with leadership transitions. Nellie pointed out that Ryan and Ashley are co-chairs for the next conference, and they are working on the date and title for it. Ryan G asked if we could advertise on PCA website’s banner. Joe highlighted that we need to get clarity about what the agreement is with Deneen so we are clear about what we can and cannot ask her to do. The date will be sent to Deneen for the next conference so it can be advertised as soon as possible. Ashley indicated that a tiered format for sponsorships will be utilized (different costs for different levels) for the conference. Ryan B indicated that proposals will be submitted with thought about different tracks that will be offered. Action item: Nellie proposed that we have the June PCA meeting as a retreat (probably at Nittany Lion Inn). Nellie asked if anyone would be interested in this. Joe suggested that we organize it through dining rather than the conference services, in order to reduce cost. Mark pointed out that historically the retreat in the past was done for the first meeting of the new term. Ryan G asked if cost would be covered for all attending, and Derek said that there are funds available, but as an organization we need to do better at budgeting. Ryan G said he would like a

training on budgeting for the organization. In summary, if we can afford it and make it happen, then specifics would be determined at a later time.

Past-President – Charles is proposing to amend the PCA by-laws to extend terms of president, immediate past-president, and president elect from 1 year to 2 years, and highlighted that he's having trouble getting someone to run for president-elect. He pointed out that PA-MFT and PPA have 2 year terms. Janelle agreed that it would benefit PCA to have longer terms, particularly in relationship to lobbying, because leadership wouldn't be transitioning as quickly and often. Charles proposed that this start with the upcoming term cycle, so Joe's term would extend by a year. Charles emphasized that he doesn't have strong feelings one way or the other, and encouraged discussion from the board. Paul pointed out that six years is a huge dedication. Matt agreed that the six year commitment is a hurdle and asked if ACA would approve since it doesn't follow their model. Paul suggested that we have a president and vice-president, each for 2 years, and highlighted that asking people directly is helpful. Charles asked if the by-laws provide any direction, and it seems that the current president (if interested) would stay on if no one else was interested in running. Charles noted that there are a number of people interested in secretary, but they are all unknown presently to PCA, and pointed out that this may not be best for the organization. Ryan G echoed that sometimes people need to be asked directly about their interest. Mark suggested pulling people in that we know in the field that may not be PCA members presently but perhaps ACA members. Charles asked everyone to write a name down of someone they think would be a good person for president-elect next term, and he will put a call out for nominations. Mark pointed out the institutions that have historically been involved in PCA in the past but are not presently, and encouraged people to ask others directly that we know. If the call is put out, then whoever is interested would be allowed to run. Charles emphasized that changes to the term length would need to be approved by ACA. Paul underscored that if there's no one interested in president-elect, the current leadership would stay in place. Ryan B suggested having an orientation for new leaders. Charles will make an attempt to find interested individuals in running for president-elect.

Charles noted that there are 5 nominations for secretary. All voting members will be sent a survey to vote for 3 because only 3 people can go a ballot, per the by-laws.

Secretary – No discussion or action items

Treasurer – Discussion item: Budget was passed around that Derek provided and he reviewed the quarterly report. Ashley asked about switching from PayPal. Derek stated that he can manage pretty much everything through PNC bank (including sending invoices) and therefore not pay Deneen for managing financial aspects of the organization (membership management), which would save money. Again it was underscored to get clarity about what Deneen is doing for the organization so we can make changes moving forward as desired. Mark reminded everyone that we wanted to switch away from ACA managing our website, which led us to Deneen, so that we were paying a professional individual so we had access to the site. Mark also indicated that due to past difficulties, it was better for the organization to own the website rather than a member. Paul stated that Deneen began working for the organization during Michelle Bruno's term. Ryan

G suggested revisiting the idea of having an executive director that was paid for time in order to maintain consistency of leadership as the presidents changed.

Derek pointed out that we need to start thinking about budget for next year.

Consent agenda adopted due to no objections.

Special Interest Group Discussion/Action Items:

AMGCA PA Military and Government Counseling Association – Michelle indicated that they have over 15 members. She asked that they be approved to be a division. By-laws were sent, revisions were suggested by Ethic chair, and edits made and re-submitted. Greg pointed out that minor edits still need to be made. Joe asked if we can approve division status on the condition that she makes revisions to the by-laws since she met requirements for the division status. Ryan G noted discomfort with approving as a division without approved by-laws. Paul stated that we can vote and it goes into effect once the by-laws are approved, and Ryan voiced discomfort with this. Joe read by-laws concerning this process. Mark pointed out that by-laws need to be submitted 30 days prior to a vote taking place. **Ryan made a motion to table this until Ethic Committee has approved the by-laws, second by Derek. Motion approved.**

Chapter Discussion/Action Items:

GPACA Greater Philadelphia Area Counseling Association – no discussion or action items

GPCA Greater Pittsburgh Counseling Association – no discussion or action items

NEPCA North Eastern Pennsylvania Counseling Association – no discussion or action items

Division Discussion/Action Items:

PACAC Pennsylvania Association of Child & Adolescent Counselors – no report

PACES Pennsylvania Association for Counselor Education and Supervision - no discussion or action items

PALGBTIC Pennsylvania Association for Lesbian, Gay, Bisexual, and Transgender Issues in Counseling - no discussion or action items

PAMCD Pennsylvania Association of Multicultural Counseling and Development – no discussion or action items

PASGW Pennsylvania Association of Specialists in Group Work – no discussion or action items

PCCA Pennsylvania College Counseling Association – no one present for discussion item

PASERVIC Pennsylvania Association for Spiritual, ethical and Religious Values in Counseling – no report

Committee Discussion/Action Items

Archives – Discussion item: Mark indicated the missing practice of certification and archives record of each annual election. Paul said that he can get a report to Mark. Joe pointed out that it's important to have record of the elections. Joe stated that the nominations/elections committee requires a chairperson, and it shouldn't be the past president. Joe asked if there was any objection to Samantha (guest at PCA meeting, graduate counseling student at Arcadia University) appointed to chairperson of nomination/elections committee. Nellie asked why it wouldn't continue to be the past-president, and Joe indicated that the by-laws state the past-president would assist the nominations/elections committee, so the past-president should never be the chairperson of this committee. Joe asked for other nominations. Joe nominated Samantha for the nominations/elections committee – no objections, she was appointed.

Awards – Discussion item: Ryan B tendered resignation as chairperson. He recommended Dr. Debra Dueynas, assistant professor at Kutztown University, as new chairperson and graduate student Nicole Flack to assist. Ryan will stay in role until June. New chairperson will be appointed in June.

Conference – Action item: Greg discussed changes to the membership requirement: i.e., all divisions, branches, and special interest groups will require their members to be PCA members. Astra pointed out that this change will seriously impact their membership and ability to recruit, citing the financial struggles of new professionals. **Motion by Charles to discuss and vote on new membership requirement, second by Ryan.** Discussion followed. Paul pointed out that if we change the by-laws after they are already members of GPACA without the requirement to be PCA members, this may not be a good idea. Also, he mentioned that if our agreement with Deneen shifts, then division-only status may not be a big deal from a financial standpoint. Joe's emphasized that members should be PCA members first, and then be a part of divisions/chapters. Joe pointed out to Astra that it would not have an impact on members until new membership renewal. Joe clarified that this discussion has taken place in the past multiple times, to get to the point of an action item today, because everyone was in agreement that we needed that everyone must be a PCA member first. **Vote to approve new membership by-laws, requiring all members to be PCA members, vote 8-1. Motion approved.**

Government Relations – no discussion or action items

Graduate Student Liaison – not present

Journal - no discussion or action items

Membership – Discussion item: Angelica indicated that the promotional video has been completed and shared through listserv, and encouraged everyone to share. She asked how else to share the video. Joe asked if ACA will send out (unclear if they would). Paul has existing list of PA counselors that can be used to send out video. Mark suggested sending the video to institutions (PACES list may be able to be used). Ryan G asked who would send it out, and Joe recommended that it should come from membership. Angelica suggested that we may be able to purchase an e-mail list of LPC's in the state, now that there's electronic licensure applications. Angelica will be the point person, and Nellie will find out about the e-mail list.

Nominations & Elections – no discussion or action items

Past Presidents – Discussion item: Paul asked for a process be in place for him to notified of new board members, so a mentor can be assigned. Secretary will forward new board members to Paul so he can assign a mentor all new board members.

Professional Development – no discussion or action items

Social Media - no discussion or action items

Additional Report Items

- A. Old Business** – Ashley said she spoke with some people at the conference that would be interested in a school counselor special interest group in PCA. Joe stated that he supports this idea. Ashley knows someone that would be interested in taking on this initiative, and Ashley would support it. Joe indicated that 15 members are needed and by-laws need to be created.

- B. New Business** – Counselor advocacy day, Charles asked how many people are signed up and Travis indicated that 30 people are. Charles may be on the radio the day before advocacy day (50/50 chance), so he would promote it at that time.

Mark asked why we don't offer ACT 31 training as an organization. Also, he asked if the 1 CE required of suicide prevention for licensure, could be offered at the conference or offered with membership. This can be discussed at next meeting. Mark also pointed out that there's a house bill concerning gun control in the framework of suicide prevention, and he suggested that our lobbyist get information on that. Joe suggested Mark send the information to Travis and then he can reach out to Janelle on the topic.

Ashley indicated that someone asked about post-graduate hours, and it was emphasized that she needs to refer this individual to the licensure board since it is a licensure question.

Mark asked if discussion would occur about membership tier and possible relief to new professionals and students. Joe suggested that membership can submit ideas to the board and Ryan G suggested that anyone who has ideas should attend a membership meeting to discuss. Joe suggested role be taken at membership meetings so it's clear who is contributing.

C. As May Arise – None

D. Upcoming Meeting Dates: Joe will send out doodle poll to schedule next meeting date.

Motion to adjourn by Charles, Second by Kevin. Motion passed.

Adjournment @ 3:19 pm.