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2020-06-27 PCA Executive Council Meeting Minutes

Pennsylvania Counseling Association

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Approved

PENNSYLVANIA COUNSELING ASSOCIATION

A Branch of the American Counseling Association

Executive Council Meeting Minutes June 27, 2020

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 lifespan and to promote professional counseling.

Meeting commenced at 12:09 pm.

Introductions/Roll Call:

Officers of the Pennsylvania Counseling Association

Present

- President: Nellie Scanlon
- President-Elect: Steve Kuniak
- Past-President: Joe Behun
- Secretary: Ashley Deurlein
- Treasurer: Derek Parker

Branch Chapter Officers

Present

- GPACA: Nicole Johnson
- GPCA: Melanie Kautzman-East
- NEPCA: Kevin Snow & MaryRose Kaplan

Not Present

Branch Division Officers

Present

- PACAC: Joelle Swyka
- PACES: Joe Behun
- PALGBTIC: Dominic Petitto
- PAMCD: Fawn Robinson
- PAMGCA: Michelle Steimer
- PCCA: Bethany Taylor
- PASERVIC: Quiona Golphin
- PASGW: Ashley Coombs

Not Present

Special Interest Group - N/A

Standing Committees (non-voting)

Present

- Archives: Mark Kenney
- Conference: Melanie Kautzman-East, Nicole Johnson, & Derek Parker
- Ethics/By-Laws: Gregory Roth
- Finance/Budget: Derek Parker & Joe Behun
- Government Relations: Travis Schermer
- Graduate Student Liaison: *vacant*
- Membership: Angelica Galvan
- Nominations and Elections: Samantha Urbanik
- Professional Development: Kenya Johns

Not Present

Special Committees (non-voting)

Present

- Awards: Deborah Duenyas
- Journal: Terence Yee
- Marketing and PR: Steve Kuniak

Not Present

- Past Presidents: Paul Datti

Guests

Present

- Jean Albert
- Lisa Corbin
- Mindy Heher

Quorum present with 15/15 voting members. (9 votes needed to pass)

MOTION (Kevin Snow): Approve the meeting agenda with addendum listed below (second by Melanie Kautzman-East), 14 yes, 0 no, 0 abstentions. Consent Agenda has been adopted.

- The addition of a discussion item by Nellie Scanlon to discuss PCA support Joe Behun as PCA representative for the State Licensing Board.

Approval of February 2, 2020 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.

No additions or corrections proposed. Minutes will stand approved as read.

Officer Item/Action/Discussion Items:

President – Nellie Scanlon

Updates:

- Collaborated with Executive Council (Steve, Ashley, Derek, Joe) to send updates to members regarding COVID-19 resources and legislative actions impacting practicing counselors
- Consulted ACA Government Relations to ensure PA was aware of federal initiatives for COVID-19 resources
- Received call from Rep GT Thompson (Federal Rep) office regarding PA and COVID-19 resources
- Worked with ACA Government Relations to ensure PA was part of federal advocacy for inclusion for LPCs as Medicare providers
- Sent request to GT Thompson to support HR 945 for LPC inclusion in Medicare
- Endorsed on behalf of PCA the ACA statement on Undue Police Violence

- Attended the I Need a Minute: A Time for Collective Mourning
- Sent ACA/PCA Proclamation request to Governor Wolf to make July 2020 Minority Mental Health Month. 9 other states did the same: DC, MD, KY, IA, IN, VA, NY, AR, TX
- Answered a multitude of emails regarding Telehealth that the State Licensing Board was sending our way. A special thanks to Greg for answering many Ethics and bylaws questions, Eric for answering supervision questions, Ashley for answering non-members and encouraging PCA membership, and Steve for answering marketing questions
- Listened to PSCA Pres elect via a phone call that resulted in referring to PACES for best PCA/PSCA collaboration
- Attended ACA Government Relations Webinar on legislative initiatives at the federal level including HR 945 and state compacts. PA was recognized as 1 of 4 most active states for legislative advocacy and efforts.
- Invited speaker at ACA-NY Advocacy Day (zoom). Other speakers included our own Gov Rel chair, Travis, Victoria Kress, and Michael Joy (Michigan President)
- Collaborated with Joe, Steve, and Derek to set the 2020-2021 PCA Budget
- Talked with Stacy Gromlich, PCA lobbyist, to ensure our relationship with her once we are in a financially sound position to retain her services. She and the firm of Malady & Wooten are willing and excited to work with us again in the near future.
- Attended webinars with Zoom and Whova to understand what options are available to host the 52 nd PCA Conference virtually
- Collaborated with Travis, Gov Rel, to create a member COVID-19 survey to better understand how our members have experienced counseling during the pandemic
- Updated the email that Deneen sends out to lapsed members to reflect this year's info for conference etc.
- Consulted with Steve as he prepares to take over as PCA President

Discussion Items

- Nellie would like for PCA to support/endorse Joe Behun as PCA representative for the LPC/SW/LMFT State Licensing Board
 - Joe has sent his letter of interest to the board to fulfill this position. He is requesting support from the board in this representative position. It's important that we do not miss this opportunity because we do not always have LPC representation on the board speaking for professional counselors and we would be at a disadvantage. Joe sees this as an opportunity to also represent our School Counselors that are LPCs also.
 - No concerns or discussion from the board.
 - Nellie will write a letter showing PCA endorsement to hand deliver to the Senator that we work with, to then forward to the Governor, who will then have to appoint Joe.

No action items

President-Elect – Steve Kuniak

Updates:

- PCA 2020 Conference, as previously announced, will be transitioning from a physical location to a virtual conference. Many thanks to Nellie for assisting with contract negotiations, and to Derek, Ashley, Deborah, and Joe for discussing all possible options throughout this difficult decision-making process.
- The theme, "Innovation and Creativity in the Counseling Relationship," will remain the same. The conference will be offered through Whova, which has developed a format for online presentations. This was after establishing a contract with Zoom, as well as exploring options with TCS, Mixer, and other virtual platforms.
- Keynote speaker has been selected. Dr. David Delmonico has agreed to provide the keynote for the 2020 PCA Conference.

- Melanie and Nicole have been working hard to get the conference proposals open, and in preparing a process for reviews and acceptances. Many thanks to them for their diligence in this process.
- A myriad of discussions were had on PCA's response to the COVID-19 pandemic, and PCA's role in supporting PA counselors. Nellie's leadership was instrumental through this process.
- Difficult conversations have had to take place around social justice, police brutality, and the associated movement that continues in our country. PCA has taken a stance with our parent association, ACA, and AMCD.

No discussion or action items

Past-President – Joe Behun

Discussion items:

- **ACA POLICY 401.2 – LIFE MEMBERSHIP FOR PRESIDENT** - Presidents of ACA shall be granted life membership in ACA. Should PCA consider adopting ACA POLICY 401.2 – LIFE MEMBERSHIP FOR PRESIDENT to support that? Presidents of PCA shall be granted life membership in PCA? Life membership, with dues waiver, would be granted to a member who has served a full term as PCA President.
 - This would serve to mirror ACA policy and to also serve our presidents who have volunteered a significant amount of their time during their presidency.
 - This could be a good incentive for people to step up for nominations.
 - Budget wise this would not impact the organization in any significant way.
 - Greg will make this an action item for the next meeting and submitted to board members as a bylaw change. Joe will consult with Greg in the construction of Bylaws for the conflict of interest but considering abstention for any of those with a conflict of interest. (must be more than a quorum for a by-law change)

No action items.

Secretary – Ashley Deurlein

No discussion or action items.

Treasurer – Derek Parker

Updates:

- Met and discussed the 2020/2021 Budget and 2020 Fall Conference

Discussion item:

- **Treasurer Report**
 - DoubleTree reservation (\$6300) will be moved to next year's conference
 - Purchase of softwares to assist with this year's virtual conference (Zoom, Survey Monkey)
 - NAR of ACA grant was approved for \$2500 and will support our Zoom purchase
 - Nellie inquired about \$19000 for the lobbyist. Derek said that we should have a surplus of \$30k for this next budget so Lobbyist could resume. It will be dependent on the virtual conference.
 - Mark inquired about the payments to Chapters and Divisions for membership. Derek said that any treasurer requests for division/chapters should be emailed to him and he will issue them a check.

Action items:

Motion (Joe Behun): Approve the Treasurer's Proposed 2020/21 Budget (seconded by Kenya Johns), 14 yes, 0 no, 1 abstention. Motion passes.

Consent agenda adopted due to no objections.

Special Interest Group Discussion/Action Items:

N/A

Chapter Discussion/Action Items:

GPACA (Greater Philadelphia Area Counseling Association) – Nicole Johnson

Report submitted late.

No discussion or action items

GPCA (Greater Pittsburgh Counseling Association) – Melanie Kautzman-East

No report submitted.

No discussion or action items

NEPCA (North Eastern Pennsylvania Counseling Association) – Kevin Snow

Updates:

- Due to the virus shutdown, NEPCA had to cancel our planned social event for March and move meetings online.
- At the May meeting, the executive committee voted to approve the creation of a Past President/Chair position that will be filled by current NEPCA chair Kevin Snow for one year to maintain continuity and to support the incoming new officers. His two-year tenure as chair ends this term.
- Newly elected officers are:
 - President: MaryRose Kaplan (invited to this meeting)
 - Secretary: Dwayne Albright
 - Treasurer: Sonja Lund
- The new officers will continue to grow NEPCA, focus on developing an expanded social media presence, and develop several virtual and live events for next year.

No discussion or action items

Division Discussion/Action Items:

PACAC (Pennsylvania Association of Child & Adolescent Counselors) – Joelle Swyka

Updates:

- Working on securing a person for President Elect and Treasurer.
- Officer, Alison, who is in charge of our Facebook page is going to help me in creating a post/event on our Facebook page to hopefully get people to enquire about those positions and have a chance of running for one.
- Secretary, Elizabeth, has helped to put together a Journal that should be out soon.
- I have been holding monthly Zoom meetings to check in with everyone to keep them up to date on what is going on and to just say a friendly hello.

Discussion items:

- How will each division represent themselves? I know last year at the conference on Saturday night we all had our tables set up, so will we have individual Rooms?
 - This is currently being examined by the conference committee. The format will be a blend of synchronous and asynchronous sessions.

No action items

PACES (Pennsylvania Association for Counselor Education and Supervision) - Joe Behun

Updates:

- Responding to COVID-19 and educational changes:
- Created a living document (via Google Docs) where CES professionals across PA could share/brainstorm ideas for how students could continue to meet fieldwork course requirements during shutdowns (i.e. PDE, CACREP standards, etc.).
- Communicated with PDE and CACREP regarding evolving guidance on meeting requirements
- Maintained regular review of federal (HIPAA/HHS) and state (licensing, telehealth, Act 13) regulatory and legal decisions impact CES
- Communicated with CES professional across the state for consultation
- Drafted a joint PACES-PAPSCEC statement regarding fieldwork requirements for CE programs
- Joe Behun was elected PACES President for 2020-2022
- Mindy Heher was re-elected PACES Secretary/Treasurer for 2020-2022

No discussion or action items

PALGBTIC (Pennsylvania Association for Lesbian, Gay, Bisexual, and Transgender Issues in Counseling) - Dominick Petitto

No report submitted

No discussion or action items

PAMCD (Pennsylvania Association of Multicultural Counseling and Development) – Fawn Robinson

Updates:

- Membership
 - 50 Members which is an increase of 1 member since February 2020.
 - Received approval to increase to membership fee to \$10.00 to align with the other divisions
- Professional Development
 - Hosted a free webinar on Wednesday, June 10 th from 12:30pm-1:30pm
 - Exploring Barriers and Themes linked to Racial Distress in The Counseling Relationship – Presented by Dr. Brittany Dennis, Assistant Professor, Emporia State University
 - 105 people registered for the webinar with 50 attending the webinar
 - Additional AMCD webinars were emailed to the PAMCD membership
- Next Steps for PAMCD
 - Update/Revise our Bylaws
 - Planning for the 2020-2021 program year

No discussion or action items.

PCCA (Pennsylvania College Counseling Association) - Bethany Taylor

Updates:

- PCCA continues to communicate via email and has provided resources to its members throughout the spring semester.
- The PCCA Facebook group did not receive a strong response from members. Therefore, we have decided to create a PCCA LinkedIn group instead, with the hopes that this will increase interactions amongst members and encourage new member growth as well. We also plan to reach out to local colleges to encourage graduate students and university staff to join PCCA.
- As of July 2020, Bethany Taylor will begin her role as PCCA President. At this time, we do not have a President-Elect but we are encouraging members to become more involved in leadership positions.

No discussion or action items.

PASGW (Pennsylvania Association of Specialists in Group Work) – Ashley Coombs

Updates:

- PASGW will be hosting a webinar on Tuesday, July 28 th , 2020 5pm-6pm entitled, “Applying ASGW’s Ten Strategies for Using Group Work to Transform Hate: A Virtual Roundtable”
- PASGW is creating a Graduate Student Representative position that will be open to students (Master’s and doctoral) to apply for a one-year term. This will be an ad hoc leadership role within PASGW so that students can receive mentorship and organizational/service opportunities.
- PASGW is currently working to create an Instagram account and Facebook page. Once these are completed, we would like to have these accessible via the PCA website.

No discussion or action items.

PASERVIC (Pennsylvania Association for Spiritual, Ethical, and Religious Values in Counseling) - Quiona

Golphin

No discussion or action items

PMGCA (PA Military and Government Counseling Association) – Michelle Steimer

Updates:

- PMGCA is working with the national division and state organizations to provide evidence-based resources for counselors, specifically working in PA regarding COVID-19, racism and ways to support and advocate for racial equality, and recent experiences of first responders and frontline staff.
- There will be a membership Zoom meeting in July to discuss the PMGCA Board and the way ahead as we move into our second year to include growing and fostering membership online to become sustainable long-term.

No discussion or action items.

Committee Discussion/Action Items

Archives – Mark Kenney

Report submitted late.

No discussion or action items.

Awards – Deborah Duenyas

Discussion item:

- Introduce Awards committee Co-Chair, Lisa Corbin

- Discuss updates to award nomination submission process
 - Award categories (added two more categories, Supervisor and Teaching)
 - Rubrics are created
 - Google Forms
- Call for Awards Nominations then Reviewers

No action items

Budget & Finance - Joe Behun

No report submitted.

No discussion or action items.

Conference – Derek Parker (Logistics) and Melanie Kautzman-East & Nicole Johnson (Program)

No report submitted.

No discussion or action items.

Ethics/By Laws - Gregory Roth

No discussion or action items.

Government Relations – Travis Schermer

Updates:

- Government Relations has been working on a survey to understand the impact of COVID-19 on PCA members.

No discussion or action items

Graduate Student Liaison – vacant

Report submitted late

Journal - Terence Yee

Updates:

- Devon Bowser was appointed as Associate Editor.
- JPCA 2020 Spring volume was published on May 11, 2020.
- There is only one manuscript that is currently under review.
- A call for paper was sent out on May 13, 2020. However, there hasn't been any new submission.
- Due to the Black Lives Matter movement and COVID-19 pandemic, a call for papers for special issues was sent out.

No discussion or action items

Marketing and PR - Steve Kuniak

Updates:

- Marketing and Outreach has brought on new committee membership. We would like to welcome Mindy Heher. The plan will be for Mindy to step into a role as interim chair of this committee.
- The Marketing plan for the 2020 conference is being significantly amended due to the change from a physical conference to a virtual format.

- Brighter Vision and Simple Practice have expressed interest in becoming corporate sponsors of PCA. This would involve a mutual agreement, and as such a conversation has been initiated with ACA marketing personnel to identify if any formal requirements need put in place before such an agreement could exist.
- Marketing and Outreach has created a template for a virtual store for PCA. In the coming months this will feature PCA products available for purchase.
- Marketing and Outreach is still in progress with the creation of a list of all relevant undergraduate programs in Pennsylvania. This will be used to solicit new membership, as well as to support our counseling graduate programs in the long term.
- This committee has been in contact with Archives to develop a list of PCA accomplishments. These accomplishments will be used as part of the 2020/2021 social media plan to increase membership.
- Social media engagement across all platforms continues to increase.

No discussion or action items.

Membership – Angelica Galvan

Updates:

- This quarter, the Membership Committee has worked on continuing email efforts to increase membership of lapsed members.
- As Angélica prepares to move out of state, Jenny Hanna, the remaining member of the Membership Committee will take over as Chair. I encourage the Board to consider joining or promoting participation in the Membership Committee to ensure Jenny's and PCA's success in increasing membership in our organization.

No discussion or action items.

Nominations & Elections – Samantha Urbanik

Discussion items:

- Congratulations on the election of PCA's 53rd President, Dr. Deborah Duenyas

No action items.

Past Presidents – Paul Datti

No report submitted

Professional Development – Kenya Johns

No discussion or action items.

Additional Report Items

A. Old Business –

- N/A

B. New Business –

- Passing the Gavel
 - Nellie Scanlon virtually passed the gavel to Steve Kuniak to become Immediate-Past President and the 52nd President of the Pennsylvania Counseling Association, respectively.
- Derek announced Nellie Scanlon was elected the North Atlantic Region (NAR) of ACA, Chair-Elect
- Conference & Marketing Update

- **Appointments:**
 - Deborah nominated Lisa Corbin for Awards Committee, Steve is appointing Lisa Corbin for the Awards Committee Chair
 - Deborah nominated Jean Albert for the Graduate Student Liaison, Steve is appointing Jean Albert at the Graduate Student Liaison.
 - Steve is nominating and appointing Mindy Heher as the Interim Marketing and PR Committee Chair.
 - Angie Galvan will be moving out of the state next month and she is recommending Jenny Hanna as the new Membership Chair. Steve appointed Jenny Hannah as the new Membership Chair.
- **Conference & Marketing Update**
 - Conference will be virtual this year due to the potential loss of funding with the risk of the pandemic in October. Fiscally, virtual made more sense.
 - Most presentations will be asynchronous and pre-recorded, then uploaded into Whova platform with the attempt to limit technology issues. Limit the risk of 10 synchronous sessions via Zoom and having issues/failures. Still trying to determine how to incorporate virtual Networking on Friday and the Sunday sessions. We do want to incorporate Live sessions for the benefit of “attending” the conference.
 - Concerns center around how to Market this conference/offerings. Open this up to practicing counselors across the state for the ease and convenience of obtaining professional development. Perhaps microtransactions that can draw in more participants which can increase attendance as well as membership. Committees are looking for anyone that is willing to assist and provide input on moving forward with the conference/format/delivery and how to market this to those that need CEs/PD.
 - Kenya inquired about the proposal email issue, some people were not able to submit proposals on the last day/deadline. Steve said that two people were contacted to get their information to finalize their submission. Steve said that if there are others, they will need to contact the conference committee to resolve the issue. Kenya has concerns that there are people that may have attempted to submit but were unable and did not know who to reach out to resolve. Joe inquired if there was an error message for those that couldn't submit, Kenya confirmed it did. Mindy stated she couldn't get beyond page 2 and Dominick stated this was the case for his proposals as well. MaryRose inquired if there was a confirmation for a submission, Fawn stated there was a message on the screen, but no email to follow through. Michelle Steimer had to attempt multiple times to get it to submit. Joe suggested to send an email blast, website/social media post to all those that attempted to submit - If you did not receive a confirmation message at the end of your proposal submission, please contact pca.programs@gmail.com to ensure your proposal has been received, with a specific subject line. Melanie stated that she still has the forms so they would be able to go through the handful of those that had a conflict to “hand fill” and go around Qualtrix to have the submission.
 - Steve will draft an email and statement to send to Deneen, then also post to socials, Melanie will send Steve the suggested subject line.
 - Dominick inquired about how the PALGBTIC Pre-Conference will look for this year. Steve and Dominick will discuss further, separately.
 - Ashley Deurlein reminded the Conference Committee, PALGBTIC, and Marketing & PR Committee of NBCC CE working guidelines.
 - Jean offered to assist the conference committee, Steve will connect her with Derek/Logistics.
 - Ashley Deurlein connected Conference and Professional Development for ongoing communication for the conference program planning and NBCC compliance
 - Ashley Coombs inquired about Division/Chapter tracks/presentation. Steve said that they are planning the structure and tracks will depend on live v pre-recorded meetings. The Zoom meetings will need to have facilitators, so this will also be determined.
 - Quiona emphasized the need for sessions to be accessible (closed captioning, etc)

- Zoom would have to be closed captioning (someone can dictate as its being presented or it can be done by a third party) If it is a live session, an interpreter would also be a feasible option.

C. As May Arise –

- Bethany Taylor voiced that we need to ensure that PCA and its Chapters and Divisions continue the discussion and advocacy with the Black Lives Matter Campaign.
 - Steve stated that he believes that we need to determine what ACA is saying, what we are saying as an organization in PA - he discussed the challenge of making any headway in efforts, he would like to discuss this further and plan, but its still in the early stages.
 - Nellie stated that this was discussed on the last NARS call, we need to educate ourselves first so that we are coming to the table with thoughts to create a cohesive plan. Regionally, there are discussions they are going to have on what to do to move forward with the states; having discussions with the chapters and divisions and coming to a collaborative board discussion with leadership. AMCD & ACA both made statements. Governing council has not yet put out a statement. The statement on undue violence, written by CSJ, was put out. Nellie will do research and forward it to Steve.
 - Joe discussed how each division has a national division that they may mirror, as PCA mirrors ACA, so we need to ensure that all of these things are being taken into account. The action plan needs to be created by all of the board that is currently on the phone, most/all are present, the leadership needs to make a collective decision.
 - Samantha revisited the idea of the scholarship/membership fund for professional counselors of color or perhaps other fundraisers that could benefit the movement through advocacy days. Nellie stated that Nicole Johnson was heading the scholarship potential. Lisa said that this was something that they were working on.
 - Mark Kenney stated that we need to become involved politically with the use of our power and privilege to advocate and push for the changes and advocate for social justice (reviewing social justice competencies).
 - Kenya Johns agrees with Mark and suggested using the lobbyist for these advocacy movements. She also discussed the imbalance of diversity/representation on multiple boards/organizations she is part of, including PCA.
 - Travis Schermer stated that literature that he has found seemingly becomes outdated quickly with the rate at which things have been occurring. Nellie stated that we can post information on the Gov't Relations page for reference, however, this needs to be a membership voice, across the state, not just the 25 people on the board. Nellie suggested further "group thinks" as a board, chapters/divisions meet then bring the voice of their membership to the board meetings to further this discussion.
 - Steve suggested the creation of a social justice committee to move forward with this that can meet between board meetings so that this doesn't "fall between the cracks". Bethany agreed that this would be a great way to approach this but has concerns that there may be a struggle to get involvement. Steve formed the Task Force to include: Samantha Urbanik, Kenya Johns, Ashley Coombs, Travis Schermer, Melanie Kautzman-East, Joelle Swyka, Michelle Steimer, PALGBTIC, PAMCD, PASERVIC, & PCCA will have a rep (Steve would like to have the reps listed by Monday, July 27, 2020).
 - Dominick suggested the collaboration with the committee and the divisions.
 - Greg suggested looking at what ACA's statement is, then using that to form a plan. What can be done to put this stuff into action instead of just phrasing the semantics of it. The committee and chair need to formulate a plan.
 - Michelle Steimer discussed addressing "micro-advocacy"

- Nellie suggested the committee be an “ad-hoc”, Joe agreed that we should start this as a task force and then morph it into something bigger and permanent if there is success with the task force.
- First steps will be to form a survey/outreach to determine what membership believes our first steps to be.
- Fawn suggested that we do not stray away from “Black Lives” so as to not minimize it at this time by putting a general or broader label as “Social Justice” label on it. Steve asked for a recommended title: Fawn recommended that the title have the term or something similar to be in the title. We need to determine a name for the group first: Task Force for Anti-Racism (suggested by Ashley Coombs)

D. Upcoming Meeting Dates:

- Saturday, August 22, 2020, 12p

Motion to adjourn by Ashley Deurlein, Second by Nellie Scanlon. 15 yes, 0 no, 0 abstentions. Motion passed.

Adjournment @ 2:18 pm.