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Pennsylvania Counseling Association (PCA)

2022

2022-10-14 Cumulative Report

Pennsylvania Counseling Association

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	2022
	October 14 PCA Quarterly Board Meeting Virtual- Zoom Platform

**BOARD MEETING:
CUMULATIVE REPORT**



**PENNSYLVANIA COUNSELING
ASSOCIATION**

A Branch of the American Counseling Association

PRESIDENT

Date: 9/28/2022

Division/Branch/Position: President

Chair Person Name: Matthew Nice

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES **NO**

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- Meeting with Government Relations Chair and President regarding the recent Compact Bill
- Attended ACA Compact Summit
- Conference 2022
- Applied for Social Work CE Sponsorship via University of Pittsburgh
- Acquired and organized required documentation for Professional Development from Programs
- Assist with logistics organization in Whova
- Uploading and managing attendees
- Uploaded Session Evaluation Form for sessions
- Conference 2023
- Open discussion with the Penn Stater as the 55th Conference Venue – within budget, but awaiting availability based on B10 release in October 2022.
- Anyone interested in helping with the conference next year, please let me know!
- Ongoing discussions with Professional Development regarding roles and structure of the committee

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

PRESIDENT-ELECT

Date: 9/28/2022

Division/Branch/Position: President-Elect

Chair Person Name: Ashley Deurlein

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES **NO**

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

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Discussion Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

IMMEDIATE PAST-PRESIDENT

Date: 10/14/2022

Division/Branch/Position: Past President

Chair Person Name: Deborah Duenyas

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES **NO**

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES **NO**

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- Provided direction on PCA email inquiries, division emails and advertisements, and any other outside contacts to PCA.
- Coordinated with Mark Kenny regarding PCA Archives documentation categories (i.e., board meeting minutes, conference info, etc.).
- Coordinated with Sue Czerny, Assistant Professor, Librarian at Kutztown University regarding the PCA archives
- Formatting and organizing PCA Archives in the digital database.
- Discussion with PCA President-Elect, Matt Nice, regarding planning for the annual conference (i.e., Whova, professional development/continuing education, etc.).

Discussion Item for Upcoming PCA Meeting: (please highlight one) **YES** **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES NO

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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SECRETARY

Date: 9-10-22

Division/Branch/Position: Secretary

Chair Person Name: Patricia Obilo-Azandegbe

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES **NO**

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES **NO**

If attending via conference call, please provide phone number: Attending via zoom

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

• The guidelines for the quarterly reports have been updated to reflect the revisions in the 2022 policy manual. Please endeavor to submit the reports by the deadline.

Discussion Item for Upcoming PCA Meeting: (please highlight one) **YES** **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) **YES** **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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TREASURER

No report submitted

GPACA

Date: September 11, 2022

Division/Branch/Position: GPACA

Chair Person Name: Becky Wills

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES **NO**

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- Annual Trauma Conference February 4th at PCOM

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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GPCA

Date: 10/14/2022

Division/Branch/Position: Greater Pittsburgh Counseling Association

Chair Person Name: Mary Matlak (interim president)

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES

Attending the Upcoming PCA Meeting via phone: (please highlight one)

NO

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- Chapter meeting scheduled during the PCA Conference on Saturday October 15, 2022 at 5PM. Zoom link will be available.
- We continue with our search for leadership for the chapter. Mary Matlak will continue as interim president, Melanie Kautzman-East continues as past president, Courtney Alvarezo is treasurer, and Kelli Lampe is secretary. Geographical representative positions are available. Our graduate student representative is Jennifer Tressler. We have another graduate student and county representative to approve at next meeting.
- For PCA Conference opening night reception membership chair Kathy Hays and Mary Matlak will represent GPCA.
- Social media is active on Facebook page and members have access to Facebook group. Past president continues to post articles of interest.

Discussion Item for Upcoming PCA Meeting: (please highlight one) **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

Action Item for Upcoming PCA Meeting: (please highlight one) **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

NEPCA

Date: 9/23/22

Division/Branch/Position: NEPCA

Chair Person Name: Mary Troy, President, Sonja Lund, Past-President

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES **NO**

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- No updates.
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Discussion Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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PACAC

No report submitted

PACES

Date: 9/12/2022

Division/Branch/Position: PACES President

Chair Person Name: Derek J. Parker

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES NO

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- PACES will have a panel discussion at the upcoming PCA Conference.
- PACES will hold our next division meeting at the upcoming PCA Conference.
 - Will be discussion our plans for Spring 2023 conference
 - Engagement within the division, what does the division want
- Will be exploring transitioning our independent bank account into the PCA account.

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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PAMCD

Date: 9/12/2022

Division/Branch/Position: Pennsylvania Association of Multicultural Counseling and Development

Chair Person Name: Hsin-Hua Cathy Lee

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES **NO**

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- There are a total of 56 members, which is the same as the number since the last board meeting (July 2021)
- PAMCD bylaws were approved in August.
- We are in the process of putting together an educational session for the PCA conference this fall.
- We are in the process of putting together a series of CE workshops.

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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PASGW

Date: 9/6/2022

Division/Branch/Position: PASGW

Chair Person Name: Brittany Pollard-Kosidowski

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES **NO**

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- Our webinar series and grad student support group continue to be a success – please spread the word to students and colleagues!
- We'll be hosting a small fundraising initiative at our welcome event table – stop by!
- We look forward to our sponsored conference session panel on using group work to promote advocacy. We hope you'll join us.

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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PASERVIC

Date: 9/19/22

Division/Branch/Position: PASERVIC

Chair Person Name: **Tim Hanna**

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES NO

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- Held our first PASERVIC board meeting 9/17/22 (8 board members).
- Grounding Support Group (GSG) – held our first group on 9/16/22; it is an open support group meant to prevent burn-out, give space for clinicians to get grounded and build community, make meaning out of their work, and share the experience of being a clinician; monthly announcements/reminders through PCA have commenced (via Deneen); schedule for year is Friday meetings once per month 9am-9:55am, on the following dates: 9/16/22, 10/21, 11/18, 12/16, 1/20/23, 2/17, 3/17, 4/21, 5/19.
- PCA Conference – hosting social table Friday night; presenting division presentation on Saturday; holding 2nd board meeting in person Saturday during division hour.
- Spring webinar – planning commenced for upcoming Spring 2023 webinar; pursuing offering CE's via PCA.
- Membership/Structure – we are continuing to “shore up” our structure and membership, including streamlining internal policies and advancing our social media presence / networking&support; we are considering implementing a conference scholarship for a paservic graduate student.
- Next(2nd) board meeting to be held during PCA conference's Saturday division hour.

Discussion Item for Upcoming PCA Meeting: (please highlight one) **YES** NO

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

- If CE's for a PASERVIC webinar are secured through PCA, do those hours just extend to counselors, or would LMFTs and LSWs also receive CE credits?
- What is the latest orientation towards how PCA members are notified of lapsing *division* memberships / renewal thereof?

Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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PAMGCA

No report submitted

PCCA

Date: 9/20/2022

Division/Branch/Position: PCCA

Chair Person Name: Dr. Victoria Wright

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES NO

If attending via conference call, please provide phone number: 610-392-6920

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- In discussion with Dr. Ken Messina focusing on transition and coordination of division leadership.
- Focus and intention this year will be to begin developing new initiatives following the impact of COVID.
- Dr. Wright will begin to outreach to the existing board to identify new methods of supporting and engaging future counseling professionals to the division.

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES NO

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

- None at this time.

Action Item for Upcoming PCA Meeting: (please highlight one) YES NO

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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PS-SAIGE

Date: 9/29

Division/Branch/Position: PS-SAIGE

Chair Person Name: Dominick Petitto

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES NO

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- PCI underway with a great turn out
- PS-SAIGE sponsored happy hour.

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES NO

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES NO

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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ARCHIVES

No report submitted

AWARDS

No report submitted

BUDGET & FINANCE

Date: 9/12/2022

Division/Branch/Position: Budget and Finance

Chair Person Name: Derek J. Parker

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES **NO**

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- Planning on meeting with the new Treasurer in the coming weeks to move all of the financial information to a bank closer to her.
- Will set up a new PO box
- Will review the current budget
- Several areas of communication regarding the 2022 Fall Conference/paying some of the downpayments for entertainment.

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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CARIA

No report submitted

CONFERENCE

Date: 9/23/22

Division/Branch/Position: Conference co-chair

Chair Person Name: Patricia Obilo-Azandegbe

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES NO

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- Matt and I met with the hotel rep and finalized details for the conference (menu, room assignments, AV).
- Coordinated with the marketing director, Steve, to get the sponsor logos for the merchandise and determine how many exhibitor tables are needed.
- Coordinated with Matt, Jennifer, and Derek to finalize and purchase the merchandise for attendees (tote bags, lanyards, badge holders, and mugs) and obtain photobooth service for the Saturday night social.
- Coordinated with the volunteer coordinator, Amanda Grippo, to discuss when volunteers will be needed throughout the conference (i.e registration all 3 days and Friday networking event).
- Emails were sent out to the chapters/divisions regarding tables for the Friday networking event.

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES NO

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES NO

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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ETHICS/BY-LAWS

Date: October, 2022

Division/Branch/Position: Ethics

Chair Person Name: Gregory Roth

Attending the Upcoming PCA Meeting in person: **YES**

Attending the Upcoming PCA Meeting via phone: **NO**

Report:

Updates: A vote is needed on the items that were discussed at our last meeting.

Discussion Item for Upcoming PCA Meeting: No

Action Item for Upcoming PCA Meeting: YES

Moved forward as 2 action items:

Matt has suggested adding language to the policy manual that indicates the journal editor position is a 3-year term.

The journal and its editor have been viewed as a *Special Committee*, lasting as long as we need it.

Currently, the bylaws do not explicitly mention the journal or its editor.

Looking to ACA as a model, they do not list Standing Committees (by name) in their bylaws, but rather note that special committees can be formed and reviewed on a regular basis. Their bylaws, however, do have a statement which explains that JCD is the official publication of ACA.

These 2 votes will be about changing our current bylaws.

1. The first proposal is to list The PCA Journal as a Standing Committee. Currently, the bylaws do include a listing of Standing Committees. This list reads:

- a. Conference
- b. Ethics/Bylaws
- c. Finance/Budget
- d. Government Relations
- e. Membership
- f. Nominations & Elections
- g. Professional Development
- h. Archives

An affirming vote would add the following Standing Committee:

- i. Journal of the Pennsylvania Counseling Association

A disaffirming vote would confirm that we should leave the Standing Committee list as is and treat the journal as an ongoing Special Committee.

2. The second vote is to change the bylaws to include a declarative statement that the JPCA is our official publication. This would be similar to ACA's bylaw statement. The proposed statement would be:

Official Journal.

The Journal of the Pennsylvania Counseling Association shall be the official journal of PCA and shall be managed by an editor.

The policy manual will include additional details. It will likely state:

Consistent with the PCA bylaws, The Journal of the Pennsylvania Counseling Association shall be the official journal of PCA and shall be managed by an editor.

The Journal of the Pennsylvania Counseling Association shall be made publicly available on the PCA website. The editor shall be appointed by the president and confirmed by the executive board. The journal editor shall serve for 3 years, and may seek a 1 time reappoint for second 3-year term.

A vacancy in the office of journal editor during an appointed 3-year term shall be filled through appointment by the current president and confirmed by the PCA Executive Council. Once a new editor has been confirmed, they will complete the current term. Upon completion of the current term, the journal editor will be eligible for appointment for two additional 3 year terms.

GOVT RELATIONS

Date: 09.23.22

Division/Branch/Position: Government Relations Committee

Chair Person Name: Travis Schermer

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES **NO**

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- Interstate compacts: Maddie Stevens has met with legislators on two occasions and the compacts have been introduced to the House in September. GRC is coordinating with a lawyer to assist in understanding the language. PCA has been invited to testify to the General Assembly about this legislation, which has been communicated with PCA leadership and is currently in progress. The GRC will be rolling out efforts to mobilize PCA members to advocate for this legislation in the coming months. Relatedly, Nellie Scanlon has been in communication with CSG to see what lobbying efforts they provide on behalf of the compact in the state to work in tandem.
- Newsletter: The GRC has published a new newsletter updating membership about legislation and other happenings of the committee. Be sure to share these with colleagues to promote the work of PCA in the Commonwealth.
- Tracking legislation/meetings: The GRC continues to monitor legislation in Harrisburg and has improved the system for tracking these overtime. Scott Baker and Matt Nice met with pharmaceutical lobbyists about opioid overdose reversal agents and the related legislation in the state. A letter from PCA supporting opening up additional options for these drugs was discussed and presented to the PCA executive board.
- Lobbyist updates: GRC members have met with Matt Nice and Ashley Deurlein about the process for locating a lobbyist. An additional meeting was conducted with Ashley and Nellie to learn about the prior lobbyist and the considerations that went into the selection in 2016. The GRC will start exploring leads for potential lobbyists and also reconnect with Malady and Wooten for quotes.

- Continuing education: The GRC has invited the original speaker for Advocacy Day 2022 (who was unable to present due to illness) to provide a CE presentation in January 2023 in anticipation of licensure renewal. As of writing, the specifics are still being sorted out to ensure the feasibility.
- PCA conference: Members of the GRC will be presenting on advocacy efforts at the PCA conference and also have a table to share information with members in attendance (thanks to Steve).

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES NO

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES NO

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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GRADUATE STUDENT LIAISON

No report submitted

JOURNAL

No report submitted

MARKETING & OUTREACH

Date: 10/14/2022

Division/Branch/Position: Marketing and Outreach

Chair Person Name: Steve Kuniak

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one) YES
NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)
YES NO

If attending via conference call, please provide phone number: Zoom link

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

- Sponsorships for PCA Conference 2022 have been finalized. Total sponsorships and exhibitor space funds at \$3250
- Switched use of PCA Slack Server to Discord platform. This is a more user friendly server that has capabilities to create a growing community and moderate more efficiently, rather than a more closed community with Slack (better for businesses). The PCA Discord server is active, and can accept members. It has capabilities to have group video or audio calls, as well as live stages for server events. Links will be sent to board members and division chairs first, and then will go to all active PCA email addresses.
- PCA socials continue to grow and evolve.
- Continue to be point of contact for member and non member questions as they come through social media channels.
- Focus will shift to the development of a PCA online store. Account has been created, and products will be designed. Hope to have this page active by Summer.

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

- 1.
- 2.

Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

- 1.
- 2.

MEMBERSHIP

No report submitted

NOMINATIONS & ELECTIONS

Date: 09/13/22

Division/Branch/Position: Chair, Nominations and Elections

Chair Person Name: Samantha Urbanick

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES NO

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

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Discussion Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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PAST PRESIDENTS

Date: 9-6-22

Division/Branch/Position: Past Presidents' Committee

Chair Person Name: Paul Datti

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES NO

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

Updates:

- No updates, no report! Still open for business though...

Discussion Item for Upcoming PCA Meeting: (please highlight one) YES NO

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

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Action Item for Upcoming PCA Meeting: (please highlight one) YES NO

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

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POLICIES & PROCEDURES

Date: October 14, 2022

Division/Branch/Position: Policy and Procedures

Chair Person Name: Joe Behun

If chair is not attending, please indicate name of designee: Nellie Scanlon

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES

NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES NO

If attending via conference call, please provide phone number:

Report: This report will be shared with PCA, approved without objection, and archived. It should contain as much detail as necessary to inform its audience of all activities, goals, and/or announcements specific to each group. This report should contain information that does not need further discussion and does not require board support or approval.

- Policy has completed out work with Awards to establish criteria for awards as well as a timeline for review. The purpose of this conversation is to codify the function of the awards committee, requirements, and procedures for the policy and procedures manual.
- Policy has completed its work with bylaws to include the journal editor. Upon approval of the bylaws, policy will establish a job description and duties of the editor as well as how the journal should function for PCA. The purpose of this conversation is to codify the function of the journal and its editor for the policy and procedures manual.

Discussion Item for Upcoming PCA Meeting: (please highlight one) **YES NO**

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

Action Item for Upcoming PCA Meeting: (please highlight one) **YES NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

E. AWARDS

1. PCA Awards Policies and Procedures

- a. The Award Committee shall consist of a chair or two co-chairs who oversee the PCA awards process. The Award chair (or co-chairs) must be active PCA members.
- b. All recipients receiving individual awards must be current PCA members. Membership will be verified by the PCA Awards Committee.
- c. In the case that a group is the recipient of an award, only one member of that group must be a current PCA member. Membership will be verified by the PCA Awards Committee.
- d. The current PCA President, with the approval of the PCA Executive Board, can make exceptions to grant awards in very rare and unique circumstances to PCA members who have not been formally nominated, so long as that request is made before the annual PCA awards have been ordered.
- e. The current PCA President, with the approval of the PCA Executive Board, can make exceptions to grant additional awards from any category in very rare and unique circumstances, so long as that request is made before the annual PCA awards have been ordered.

2. PCA Awards Submission and Review Procedures

- a. Each award nomination is reviewed by reviewers who use a double-blind approach. At least two reviewers review all nominations for an award unless there is only one nomination for an award. Reviewers complete the award specific rubric and rank order the nominations. Award chair (co-chairs) evaluate the rubrics from the reviewers and bring the names of the award winners to the PCA president who confers all winners.
- b. The following timeline is designed around the annual conference and each step in the timeline will be days before the conference takes place:
 - i. 8 Months before PCA Conference - Call for Awards is distributed by email, social media, and posted on PCA Website. Reminders go out every 3-4 weeks.
 - ii. 6 Months before PCA Conference - Deadline for nomination submissions. Reviewers score applications.
 - iii. June board meeting- Nominations are confirmed by the board. Awards chair/co-chairs contact recipients and gain approval and preferred name and title information for plaque.
 - iv. 3 Months before PCA Conference- Awards chair/co-chairs submit award plaque order.
 - v. 2 Months before PCA Conference- Awards chair/co-chairs create PowerPoint for Awards ceremony.

3. PCA Awards

- a. PCA Outstanding Practitioner Award: Awarded to an outstanding professional counselor for service to the profession; nominees must be current PCA members.
- b. PCA Lifetime Achievement Award: Awarded to a PCA member who is a Commonwealth of Pennsylvania resident and who has demonstrated outstanding dedication, service, and/or achievement in professional counseling.
- c. PCA Outstanding Counselor Education Program Award: Awarded to an outstanding professional counseling program in the Commonwealth of Pennsylvania. At least one member of the counselor education program must be a PCA member.
- d. PCA Outstanding Graduate Student Award: Awarded to an individual who is currently a graduate student in professional counseling within the Commonwealth of Pennsylvania and who shows excellent potential and professionalism; preference will be given to a PCA student member who has had some involvement with the association.
- e. PCA Outstanding Research/Publication Award: Awarded to a PCA member who has contributed to the professional counseling profession through outstanding effort in the area of research and/or publication.
- f. PCA Outstanding Supervisor Award: Awarded to a PCA member who has demonstrated outstanding work as a supervisor in a university, community/mental health counseling, or school setting.
- g. PCA Outstanding Professional Teaching Award: Awarded to a PCA member to honor excellence in teaching in a counseling, counselor education, or counseling supervision program in the commonwealth of Pennsylvania.
- h. David W. Hall Advocacy Award: Awarded to a PCA member who has promoted the profession of counseling through advocacy to whom the many professional counselors in the Commonwealth of Pennsylvania are forever indebted.

4. Non-Refereed/Miscellaneous Awards

- a. President's Award: Awarded to the immediate past-president of the Pennsylvania Counseling Association for distinguished service to the Association and unwavering dedication to the counseling profession.
 - i. The purpose of this award is to recognize the immediate past-president with the understanding that they are completing their 3-year term and actively serving as an advisor to the current president. In cases where the immediate past-president is removed from serving in that role and unable to serve out the completion of a 3-year term, this award will be given to the past-president who is actively serving in the capacity of immediate past-president and advisor to the current president.
 - ii. The awards chair is responsible for ensuring an awardee is confirmed by the president and placing the order for the award.
- b. Keynote Speaker Gift: In the event that the current PCA President wishes to commemorate the keynote speaker with a plaque, the president will inform the awards chair who will be responsible for placing the order for the plaque.

F. OFFICIAL JOURNAL

1. The Journal of the Pennsylvania Counseling Association

- a. Consistent with the PCA bylaws, The Journal of the Pennsylvania Counseling Association shall be the official journal of PCA and shall be managed by an editor.
- b. The Journal of the Pennsylvania Counseling Association shall be made publicly available on the PCA website.

2. Editor

- a. The editor shall be appointed by the president and confirmed by the executive board. The journal editor shall serve for 3 years and may seek a 1 time reappoint for second 3-year term.
 - i. A vacancy in the office of journal editor during an appointed 3-year term shall be filled through appointment by the current president and confirmed by the PCA Executive Council. Once a new editor has been confirmed, they will complete the current term. Upon completion of the current term, the journal editor will be eligible for appointment for two additional 3-year terms.

PROFESSIONAL DEVELOPMENT

Date: September 19th 2022

Division/Branch/Position: Professional Development Chair

Chair Person Name: Kenya Johns & Joy Gray

If chair is not attending, please indicate name of designee:

Attending the Upcoming PCA Meeting in person (at the designated location): (please highlight one)

YES NO

Attending the Upcoming PCA Meeting via phone: (please highlight one)

YES **NO**

If attending via conference call, please provide phone number:

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Updates:

- Prepared/submitted conference materials for PCA annual conference.

Discussion Item for Upcoming PCA Meeting: (please highlight one) **YES** NO

If you highlighted yes, please describe discussion item(s) below. A discussion item is anything of which group discussion would be beneficial but does not require board approval.

Discussion Item(s):

- PCA annual conference timeline and timeliness and CEUs in spring 2023.

Action Item for Upcoming PCA Meeting: (please highlight one) YES **NO**

If you highlighted yes, please describe action item(s) below. An action item is anything that requires board support or approval and will be placed on the meeting agenda.

Action Item(s):

- N/A