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2022

2022-10-14 Meeting Minutes

Pennsylvania Counseling Association

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PENNSYLVANIA COUNSELING
ASSOCIATION

A Branch of the American Counseling Association

**Executive Council Meeting Minutes
October 14, 2022
In-Person and Virtual via Zoom**

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 1:10pm

Introductions/Roll Call:

Officers of the Pennsylvania Counseling Association

Present

- President: Matthew Nice
- President-Elect: Ashley Deurlein
- Secretary: Patricia Obilo-Azandegbe
- Treasurer: Jennifer Park
- Immediate Past-President: Deborah Duenyes

Branch Chapter Officers

Present

- GPACA: Becky Wills
- GPCA: Mary Matlak
- NEPCA: Sonja Lund (past-president)

Branch Division Officers

Present

- PACES: Derek Parker
- PASERVIC: Tim Hanna
- PAMCD: Cathy Lee
- PAMGCA: Michelle Steimer
- PS-SAIGE: Paul Datti standing in for Dominic Petitto

Not Present

- PACAC: Amy Halter
- PASGW: Brittany Pollard-Kosidowski
- PCCA: Victoria Wright

Special Interest Group - N/A

Standing Committees (non-voting)

Present

- Conference: Patricia Obilo-Azandegbe and Jill Krahwinkel
- Finance/Budget: Derek Parker
- Government Relations: Travis Schermer
- Ethics/By-Laws: Gregory Roth
- Policies and Procedures: Joe Behun
- Graduate Student Liaison: Stephanie Onkst
- Professional Development: Kenya Johns and Joy Gray
- Nominations and Elections: Samantha Urbanik

Not Present

- Archives: Mark Kenney
- Membership: Kelley McNicols

Special Committees (non-voting)

Present

- Committee for Anti-Racism and Inclusive Action (CARIA): Christina Green and Sonja Lund
- Past Presidents: Paul Datti
- Marketing and PR: Steve Kuniak
- Journal: Holly Branthoover

Not Present

- Awards: Lisa Corbin

Guests

Present

-

Quorum present with 13/15 voting members. (as of 1:10 pm) (5 votes needed to pass)

MOTION (Gregory Roth): Approve the meeting agenda listed below with addendums from the following (second by two people), 13 yes, 0 no, 0 abstentions. Consent Agenda has been adopted.

President's report added

Approval of August 20, 2022 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. There was a minor correction needed in a misspelling of Mary Matlak's name on the last page of the minutes. The minutes stood approved as read but it will also be resent with the indicated correction.

Officer Item/Action/Discussion Items:

President – Matthew Nice

Updates:

- Compact Bill Updates with Government Relations.
https://www.legis.state.pa.us/cfdocs/billinfo/billinfo.cfm?year=2021&sind=0&body=H&type=B&bn=2852&mobile_choice=suppress
 - Meeting about Compact on 10/7
 - Bill is made and named but the governor does not like the idea of an FBI check. The compact as it stands requires an FBI clearance. It might be beneficial to wait to see who is elected. Organizations stay neutral.
 - Greg asked for clarification – Ashley responded that it is happening in other states as well (Travis will elaborate on that in his update).
 - Several orgs that were not part of PCA are now united in the efforts for the compact.
 - ACA was excited for it as well and are working with PCA towards the compact as well.

- PCA Conference 2022
 - Thank you to conference committee
 - It is an accessible space
 - Final numbers for conference
 - 280 attendees right now
 - Conference updates
 - Merch
 - Food
 - Got rid of Saturday night dinner. PCA is sponsoring the happy hour and it is cost saving.
 - Schedule
 - Budget

No discussion or action items.

President-Elect – Ashley Duerlin

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
- Ashley will be the point person for Discord but Steve will share more about it.

No discussion or action items.

Immediate Past-President – Deborah Duenyas

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.).
 - Spoke with Mark and came up with headings for database.
- 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.).

No discussion or action items.

Secretary – Patricia Obilo-Azandegbe

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.

No discussion items or action items.

Treasurer – Jennifer Park

Updates:

No report submitted

Chapter Discussion/Action Items:

GPACA (Greater Philadelphia Area Counseling Association) – Rebecca Wills

Updates:

- Annual Trauma Conference February 4th at PCOM

No discussion or action items.

GPCA (Greater Pittsburgh Counseling Association) – Mary Matlak

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 Alvarez 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.

No discussion or action items.

NEPCA (North Eastern Pennsylvania Counseling Association) – Sonja Lund (past president)

No updates, discussion or action items.

Division Discussion/Action Items:

PACAC (Pennsylvania Association of Child & Adolescent Counselors) – Amy Halter

No report submitted.

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

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.

No discussion or action items

PAMCD (Pennsylvania Association of Multicultural Counseling and Development) – Hsin-Hua Cathy Lee

Updates:

- There are a total of 56 members, which is the same as the number since the last board meeting (May 2021).
- We elected a new Secretary (Leslie Cogorno) and Graduate Student Representative (Vanessa Lutes) for 2022 to 2023.
- We revised our by-laws, which are awaiting board approval. Once our by-laws are approved by the board, we'll explore whether we will seek national recognition by AMCD.
- We have implemented a student scholarship for attending the PCA conference this October; 3 students have been selected as recipients of the scholarship.
- 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.

No discussion or action items.

PASGW (Pennsylvania Association of Specialists in Group Work) – Brittany Pollard-Kosidowski

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.

No discussion or action items

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

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 items(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?
 - did not have enough time for CEs. Would like to ask if they can have it qualify for CE credits. Ashley clarified that PCA uses NBCC and as long as they are licensed, we can use that. They can also do it themselves but will need to charge over \$10 to cover Denise's fees. Otherwise, Professional Development can help with that.
 - About 25 people attended last time.
- What is the latest orientation towards how PCA members are notified of lapsing *division* memberships / renewal thereof?
 - Will PCA send an email to members to renew division memberships?
 - Matt responded - it is up to the divisions to do so. Tim also wanted to know about synching memberships so that renewals happen at the same time.

- Ashley said - we could perhaps pro-rate it but will need to check in with Deneen about the possibility of doing that.
- Matt shared - if someone wants to change to another division, it may bring up challenges.
- Ashley - said we could also do a conference discounted rate for joining during the conference.
- Mary Matlak - said that issue has come up for them as well where people joined GPCA without joining PCA.
- Ashley - acknowledged that GPACA has had that issue as well. Do we want to look at a membership conference rate during an event, like the conference, to promote membership?
- Matt - people may not want to renew because of the cost adding up.
- Greg - biggest concerns are memberships lapsing. It is becoming a logistical concern.
- Derek - suggested that they reset everyone's division charge by giving them free membership for the remainder of their PCA membership timeline and then email Deneen.
- Derek, Ashley, and Deborah clarified what that means.

No action items

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

No report submitted

PCCA (Pennsylvania College Counseling Association) - Victoria Wright

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.

No discussion items or action items

PS-SAIGE (PA Society of Sexual, Affectional, Intersex, and Gender Expansive Communities) - Dominic Petitto

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

No discussion items or action items

Committee Discussion/Action Items

Archives – Mark Kenney

No report submitted.

Awards – Lisa Corbin

No report submitted.

Budget & Finance - Derek Parker

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.

No discussion or action items

Committee for Anti-Racism and Inclusive Action (CARIA) - Sonja Lund & Christina Green

Updates:

No report submitted.

Conference Co-Chair – Patricia Obilo-Azandegbe

- 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.

No discussion or action items.

Ethics/By Laws - Gregory Roth

Updates

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

No Discussion item

Action item(s):

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
 - Greg wants to know if it is worth our time?
 - Deborah likes the idea and wonders why archives are as a stand-alone and not Journal?
 - Ashley motioned. Deborah second. Motion passed.

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.

Motion: Ashley motioned with a standing editor. Second ? All in favor.

Government Relations – Travis Schermer

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).

Follow Up Discussion:

- Travis - a former lobbyist will review the registration for free, per a referral. A motion to add licensed behavioral specialists from the medical board to our licensing board. He wants to get people's opinions on what they may mean for us.
 - Greg - asked if they would get representation on the board and Travis said that he believes so. It is not ABA but it came from the medical board and may be given to our board. They believe that moving the LBS to our licensing board will pave the way for the compact.
 - Travis - believes it will be great to get more counselors represented on the board.
 - Ashley - suggested giving additional tickets for the raffle baskets if they write a letter etc.
 - Greg - asked if it is on the webpages
 - Travis - answered that it is coming out in the newsletters as they are able to make constant changes there vs. the webpages.

No discussion or action items.

Graduate Student Liaison – Stephanie Onkst

No report submitted.

Journal - Terence Yee

No report submitted.

No discussion or action items.

Marketing and Outreach - Steve Kuniak

Updates:

- 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.

No discussion or action items.

Membership – Kelley McNichols & Stephanie DePalmer

No report submitted

Nominations & Elections – Samantha Urbanik

No updates, discussion or action items.

Past Presidents – Paul Datti

Updates:

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

No discussion or action items.

Policies and Procedures - Joe Behun

Updates:

- 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.

No Discussion items

Action items:

E. AWARDS

- Awards language has already been approved by the award's committee and the others are a continuation from the last meeting. The main idea is to have recipients be members of PCA.
- Greg is asking about another award that was proposed for 2 individuals to receive 1 award, if approved. It is not listed in the draft however.
- New deadlines

No discussion, motion to accept - Deborah. Second by _____

None opposed, no abstentions. New language was approved.

1. PCA Awards Policies and Procedures

- 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.
- All recipients receiving individual awards must be current PCA members. Membership will be verified by the PCA Awards Committee.
- 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.
- 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.
- 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

- 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.
- The following timeline is designed around the annual conference and each step in the timeline will be days before the conference takes place:
 - 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.
 - 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.
- no deadlines for editor position previously but the new proposals makes it more streamline.
- Mary motioned, Second by _____
None opposed, no abstentions. Approved.

Professional Development – Kenya Johns & Joy Gray

Updates:

- Prepared/submitted conference materials for PCA annual conference

Discussion items:

- PCA annual conference timeline and timeliness and CEUs in spring 2023.
- Joy is new and Kenya is not able to handle the amount of requests for CEs that come in. Kenya - wants to know how the board can help handle it.
 - Ashley - wants to meet with professional development to perhaps come up with a calendar to make sure that things are managed better based on their roles within the committee and also wants to support them to structure it. She also wants to make sure that we can structure how events are planned.
 - Kenya - would like to meet as well and is going to train Joy this year but is looking into moving out of that role next year.

No action items.

Additional Report Items

A. Old Business –

- Greg - Holly as new journal editor - should we discuss making it searchable or findable on the internet for accessibility for folks. Greg wants to revisit that.

B. New Business –

- Journal update - We offer CEs for home study through the journal that is free for all members. Having it openly accessible will need us to make sure that those requesting CEs are getting them either for free as a member or not for non-members. This would be 2 times a year and we want to make sure it is appropriate in the pricepoint for non-members. It needs to be monitored so professional development needs to be brought into the loop for that.
 - Holly - met with Terrence on September 20 and also Devin Bowser (assistant editor). She asked about this and Terrence talked about the challenge of not getting enough submissions.
 - Greg - clarified his question on wanting it to be more open so that it can be more attractive for folks and that can also pull in more submissions.
 - Ashley - thinks there is a way to make it more accessible. Matt said it will come up if googled but it is self-hosted right now. It will not pop up in search engines but he likes the idea.
 - Holly - we have to make sure that those getting CEs are members.
 - Jill - she was able to find it without logging in.
 - Deborah - expressed her understanding of Greg's question. She stated that she could check with Kutztown to see if they would like to host it.
 - Holly - thinks there is a fee involved with the journal being on Ebscohost. Terrence informed her that we have a lot of flexibility with publications and is happy to look into things moving forward.
 - Matt - talked about an idea of blasting articles for publicity on social media (i.e. instagram, linked in).
 - Holly - Holly and Terrence also talked about advertising and he thinks it will be helpful for submissions as well. Holly has a GA that she can get to help her as well.
 - Jill - stated that it is dated back to Fall of 2014 so something may have changed at that point.

C. As May Arise –

- Ashley - Steve started a discord server and Matt will announce it at the luncheon. This Slack server is similar to Discord and it was talked about in the past.
 - Steve - He created a PCA discord server and it will be announced this weekend to get it off the ground. He would like to investigate some moderators for that if there is someone interested in that. It could be someone who would join the marketing department and support that effort. People can look back at what was posted previously once they join the server. Slack was difficult for him to moderate but he has more familiarity with discord. He envisions it as a member benefit and he can remove people whose memberships lapse. This will also help people know that they lapsed in membership to encourage them not to drift away from PCA. Slack is similar to discord. He will respond to the secretary's email (to the board) with a link explaining how it works.

- Ashley - asked if he wants to send an announcement on Whova
- (Dr. Green - stated in the chat on zoom that she could not hear us and is leaving the meeting but will be here in person tomorrow).
- Steve - shared discord with the group through screen share on zoom. Once someone is in the server, he has to assign them a role to see other servers, otherwise they will only see the welcome to PCA general chat channel. He recommends that we send a message to him with our names so he knows who we are and can assign us a room.
- Matt - had dinner with the keynote who expressed being happy to be around PA counselors.

Next meeting - around late January/early February on zoom.

D. Upcoming Meeting Dates:

- Around late January/early February on zoom.

Motion to adjourn by Derek Parker, second by Ashley. 12 yes, 0 no, 0 abstentions. Motion passed.

Adjournment @ 2:23 pm.
