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Pennsylvania Counseling Association (PCA)

2023

2023-08-12 Cumulative Report

Pennsylvania Counseling Association

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	2023
	August 12 First Quarter Meeting Virtual via zoom

**BOARD MEETING:
CUMULATIVE REPORT**



PENNSYLVANIA COUNSELING
ASSOCIATION
A Branch of the American Counseling Association

PRESIDENT

Date: August 1, 2023

Division/Branch/Position: President

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.

Updates:

- Met with President Elect to discuss the transition to the role, conference preparations for the 56th conference, and goals for the next year.
- Submitted ACA drafted proclamation request to Governor Shapiro to declare July BIPOC Mental Health Awareness month - passed 7/19/23 and shared via eBlast and social media
- Assisted JPCA with information for CrossRef
- Discussions with Policy Committee on policy updates for next meeting
- Responded to membership emails as fielded by the Secretary
- Planning with Programs for acceptances and hotel utilization
- Collaboration with PSSAIGE for Friday and Saturday evening events at the conference
- Awaiting information from the hotel for the GRC breakfast at the conference
- Meeting with President Elect and PSCA

No

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

- Met with President-Elect and PSCA to re-establish the relationship for collaboration efforts in advocacy.
 - Affiliation
 - Handouts
 - CE opportunities

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

PRESIDENT-ELECT

Date: 7.30.23

Division/Branch/Position: President-Elect

Chair Person Name:

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:

- Assumed the role on July 1; met with President Ashley Duerlein to better understand role, role of president, discuss membership, financials, and conference preparation.
- Familiarized myself with membership databases and conference technology.
- Began research on locations for the 56th Annual Conference. Goal to have location finalized by Sept 15.
- Met with President Duerlein and Conference Committee to review planning for the 55th Annual Conference.
- Attended PA House Committee on Insurance meeting with Chair Boyle and GRC Chair Maddie Stevens (as well as other behavioral health providers and advocacy groups) for purpose of opening conversations re: step therapy and mental health medications.
- Scheduled upcoming meeting this PSCA Executive Director to discuss potential collaborations around youth and school-based mental health

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

- Any objections to our asking members for qualitative data/personal experiences as therapists for use by the PA House Committee on Insurance (specific to step therapy)? Any possible concerns?

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

IMMEDIATE PAST-PRESIDENT

No report submitted

SECRETARY

Date: July 30, 2023

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 (zoom)

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:

- Please continue to send me your quarterly reports using the newly revised guidelines to ensure that the cumulative report is sent back to the board in a timely manner. Thank you all!

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

Date: July 25, 2023

Division/Branch/Position: Treasurer

Chair Person Name: Jennifer Park

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:

(717) 602-9911

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:

- PNC Business Credit Card received and utilized
- Treasurer Financial Report has been completed, and sent out

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):

- Treasurer Financial Report
-

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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GPACA

Date: July 28, 2023

Division/Branch/Position: Greater Philadelphia Area Counseling Association (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:

- Executive board positions are currently filled
-

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: 7/30/2023

Division/Branch/Position: Greater Pittsburgh Counseling Association

Chair Person Name: Kathleen Hays (interim president)

If chair is not attending, please indicate name of designee: Mary Matlak is attending on video.

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

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

If attending via conference call, please provide phone number: Mary Matlak (412) 818-7254

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:

- Submitted PCA report for meeting on 8/12/23.
- Mary Matlak attended the previous PCA Board meeting in-person on 6/3/23. I attended by phone.
- GPCA held an executive board meeting on Monday, July 24, 2023 through Zoom. Kathleen Hays, the interim president for the next year, will continue the search for stable, engaged leadership in order to fulfill the mission of GPCA. Current GPCA leadership consists of Mary Matlak, past (interim) president, Courtney Alvarez, treasurer, and Kelli Lampe, secretary. Abra Kuniak is the Westmoreland County geographic representative; Jessica Snyder is the social media chair.
- Membership survey has been circulated to the GPCA membership by email and social media. Secretary Kelli Lampe is overseeing this project.
- Future plans include collaboration between Kelli Lampe and Jessica Snyder on development of Google workspace, website and further social media presence to establish a GPCA digital footprint.
- Development of future projects, conferences and workshops has been tabled pending development of the digital footprint and leadership roles.
- Interim president, Kathleen Hays, will begin looking at developing GPCA policy manual similar to PCA.
- Kelli Lampe to develop GPCA team for upcoming Out of The Darkness Walk on September 9th at Highmark Stadium

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

No report submitted

PACAC

No report submitted

PACES

Date: July 28, 2023

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 - Zoom

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 be having our in-person division meeting at the upcoming conference.
- We have attempted to put together a PACES track for the upcoming conference to focus on issues related to Counselor Education and Supervision.
- Going to be pursuing implementing a Peer Support meeting of some sort in the Fall 2023 semester. Still brainstorming ideas.

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: 8/1/2023

Division/Branch/Position: PAMCD

Chair Person Name: Leslie Cogorno, MA LPC

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: 484-347-2325

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 48 members, which is the same as the previous report.
- An introduction email from the new chair was sent out to all members.
- A meet and greet Zoom meeting will be held on Sep 14, 2023 at 6 pm.
- A meeting will be held with the representative of the North Atlantic Region of the Association for Multicultural Counseling and Development to discuss working together in new efforts.

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: 7/30/2023

Division/Branch/Position: PASGW

Chair Person Name: Jennifer Williams

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:

- PASGW's Virtual Grad Student Support Group continues to meet monthly, with lots of interest from grad students across the state! Please spread the word to grad students in your life.
-

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):

PASERVIC

Date: July 30, 2023

Division/Branch/Position: PASERVIC

Chair Person Name: Lewis Johnson

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:

- The **first PASERVIC board meeting** of the 2023-2024 term will be held in September 2023 (date TBD). Due to significant past interest from members, our board meetings will continue to be open to members and non-voting members.
- Board nominations were submitted, and the **2023-2024 PASERVIC Board** was chosen. The new board members are as follows:
 - **President:** Lewis Johnson
 - **President-Elect:** Kathy Richardson
 - **Past President:** Timothy Hanna
 - **Secretary:** Jennifer Kennedy
 - **Treasurer:** Shawna Hoffman Smithbauer
 - **Graduate Student Rep:** Laura Newman
 - **Membership Chair:** Frederick Pratt
 - **Social Media Chair:** Araya Baker
 - **SERV Chair:** Meghan Fickes
- Our **Grounding Support Group (GSG)** will be offered for the 2023-2024 academic year (September 2023-May 2024). We are in the process of rebranding the group with a new name and direction in hopes of appealing to the larger PCA community. The group will be offered online via Zoom on the third Friday of each month for PCA members and non-members (free for PASERVIC members and a small fee for non-PASERVIC members). We plan to utilize the PCA monthly digest to advertise the group along with a social media post to be submitted each month to Ashley to send to the PCA Marketing Chair. The dates for the year are Fridays from 9:00 AM-9:55 AM on the following dates:
 - **2023:** 9/15, 10/20, 11/17, and 12/15

- **2024:** 1/19/, 2/16, 3/15, 4/19, and 5/17
- PASERVIC will be offering their second division-sponsored workshop as a panel discussion at this year's **PCA Conference**. It will be part II to our spring 2023 webinar; it is entitled, "**Inclusion Without Imposition (Part II): Advocating for Religious & Spiritual Competency through a Case Conference Panel.**"
- For the first time, there will be a **PASERVIC workshop track** at this year's PCA Conference.
- One of the main strategic goals this term for PASERVIC is to review our by-laws, policies/procedures, and organizational structure to ensure our division is working from the lens of SAMHSA's six trauma-informed principles. This will be spearheaded by Tim Hanna, *Past President*, and Dayna Pizzigoni, *former PASERVIC 2021-2022 President*, with consultation/review on the trauma-informed principles from Lewis Johnson, *President*.
- As a continuation of last term's membership/structure planning, we are continuing to revise our structure and membership, which includes streamlining internal policies, advancing our social media presence, and providing more networking/support opportunities. We are also considering offering a conference scholarship for a PASERVIC graduate student and potentially co-hosting a pre-conference institute with another division(s) in the future.

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):

- N/A

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

PAMGCA

No report submitted

PCCA

Date: 7/25/23

Division/Branch/Position: PCCA

Chair Person Name: Ken Messina

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:

- PCCA is currently seeking a new President following the resignation of the current president. Dr. Ken Messina (Past President) is currently holding that roll until a new president is elected. Please let anyone who may be interested in the division and would like to gain leadership experience know of the opportunity.

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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PS-SAIGE

No report submitted

ARCHIVES

No report submitted

AWARDS

No report submitted

BUDGET & FINANCE

Date: 07/28/2023

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 - Zoom

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:

- We approved the budget and working with Treasurer to implement the budget, answering questions
- Got the new Square set up since we transitioned Treasurers
- Working with Conference and Marketing Committee for the upcoming 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):

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):

CARIA

No report submitted

CONFERENCE

Date: July 30, 2023

Division/Branch/Position: Co-conference Chairs (Programs and Logistics)

Chair Person Name: Derek Parker, Joe Charette, and 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 (zoom)

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:

- Logistics - Will research and secure a photo booth vendor this month. Will also begin working on designing/ordering swag once we have our sponsors finalized, closer to the conference date.
- Conference Volunteer Co-coordinators and president have been in contact with volunteers for the conference. Michael Stephens will handle lead up organization and planning of volunteers while Ellen Wilson manages onsite operations. We have had enough interest - 3 are confirmed membership status and awaiting the other 4 membership confirmations to move forward with the schedule.

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):

ETHICS/BY-LAWS

Date: 7/28/2023

Division/Branch/Position: Ethics

Chair Person Name: Gregory Roth

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

NO

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

Yes (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:

Discussion Item for Upcoming PCA Meeting: (please highlight one)

NO

Action Item for Upcoming PCA Meeting: (please highlight one)

YES

Action Item(s):

The feedback we received from ACA stated:

"Can you add that officers must be 'members in good standing' of ACA to Articles IV (Officers of PCA) and V (PCA Executive Council), please?"

But, in our Article III (Divisions, Chapters, and Special Interest Groups), sections 1, 2, and 3, it already states that all officers must be ACA members. And section 6 of this same Article III also highlights that all directors and elected officers must be ACA members in good standing.

And, Article IV, section 1 notes that all Officers must be ACA members.

Article V explains that the executive council will be comprised of Officers of the Association, who (according to Article IV section 1) must be ACA members and 1 representative from each Division, Chapter, and Special Interest Group.

According to Article III, these reps are delegated by the officials of the Branch Divisions, Chapters, and Special Interest Groups. But, Article III does not specify that *the delegates must be ACA members*.

So, to meet ACA's requirement, PCA could add phrasing to Article III, stating that the delegates selected to serve on the executive council must also be ACA members.

And then, in Article V, section 3, it could be reiterated that all PCA Executive Council members must be ACA members.

GOVT RELATIONS

No report submitted

GRADUATE STUDENT LIAISON

Date: August 12, 2023

Division/Branch/Position: Graduate Student Liaison

Chair Person Name: Ellen Wilson

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

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:

- Met with Ashley to discuss the role of Graduate Student Liaison including expectations, commitments, and expansion of the role to include coordination of volunteers at the upcoming conference.
- Met with Ashley and Michael Stephens to discuss the distribution of tasks at the upcoming conference including set up, organization of volunteers, distribution of volunteers over the course of the conference, and responsibilities of Michael and Ellen during the conference. Michael will lead volunteer organization prior to the conference; Ellen will lead volunteers during the 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):

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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):

JOURNAL

Date: July 24, 2023

Division/Branch/Position: JPCA Editor

Chair Person Name: Holly Branthoover

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:

- Currently, I am working on the Fall 2023 issue. I have three articles accepted.
- There are two articles that were also considered for the Fall 2023 issue. One was given a second revise resubmit and one was rejected but given significant feedback if the authors wanted to submit at a future date.
- Since the last meeting, three new manuscripts came in and are out for review, due back to me 8/1.
- I requested, and was granted, an exhibit table for the fall PCA conference.
- I requested, and was granted, a time slot at the PCA Conference to hold an editorial board meeting/update/training. It will be held Friday, November 3, 2024, at 4:30PM. Angie and I will be contacting editorial board members for RSVPs on attendance
- My GAs are moving forward with author interviews for social media. Hopefully, we will have the first one to post in August.
- I am moving forward with the Crossref application. Once we have the account created, we will start assigning DOIs for each journal article.

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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MARKETING & OUTREACH

Date: 7/26/2023

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.

- Several PCA sponsors have been secured. At the time of this report, sponsorships total \$1200, paid and secured.
- Student volunteer Claire C., from Marywood, has stepped up to assist with the PCA Discord server. The plan at this point is to offer all current PCA members access by October, and then to offer a trial entry for PCA conference attendees until the end of the year. The hope is that this will entice an increase in membership.
- Government Relations team and Journal continue to provide content.
- Social platform engagement continues to increase. Greatest activity with Instagram. PCA was offered a “Threads” account through Instagram, and so this has been rolled into our current portfolio of content.
- PCA online store remains on track for an early Fall 2023 launch. Planning for no later than October, to have this up and active for the 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):

- 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

Date: 07.31.23

Division/Branch/Position: PCA Membership

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: 740.263.1264

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:

- Discussion of creating a new membership video that addresses benefits of PCA.

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):

-
-

NOMINATIONS & ELECTIONS

No report submitted

PAST PRESIDENTS

Date: 7-23-23

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):

-
-

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):

-
-

POLICIES & PROCEDURES

Date: August, 2023

Division/Branch/Position: Policy and Procedures

Chair Person Name: Joe Behun

If chair is not attending, please indicate name of designee: **Eric Owens will be 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.

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**

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):

Automobile Rental: Automobile rental will be reimbursed at the actual cost of the roundtrip rental and fuel from the individual's place of residence or point of departure to the meeting site. ~~may be reimbursed only if it is authorized in writing by the PCA President prior to the rental of the automobile. PCA reserves the right to deny reimbursement for any automobile rental that is not pre-approved.~~ Reimbursement for automobile rental ~~will include all costs associated with securing the rental~~ cannot exceed the current GSA maximum daily short-term rental (STR) rate for an economy sedan or the GSA rate for using a privately owned vehicle ~~and fuel~~. Detailed receipts for car rental and fuel are required.

PROFESSIONAL DEVELOPMENT

Date: 7/25/2023

Division/Branch/Position: Professional Development

Chair Person Name: Joy Gray & Sarah Dalton

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

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: N/A

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:

- Follow-up from June meeting: informed co-chair of changes relevant to Prof Dev, emailed most recent CE sponsorship application form to CARIA.
- CE certificate distributed for one submission for JPCA home study.

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):

- N/A

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