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PCA Board of Directors Meetings

Pennsylvania Counseling Association (PCA)

8-22-2020

2020-08-22 PCA Board Meeting Cumulative Report

Pennsylvania Counseling Association

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2020

August 22

Virtual Meeting
Zoom Platform



PENNSYLVANIA COUNSELING
ASSOCIATION

A Branch of the American Counseling Association

**BOARD MEETING:
CUMULATIVE REPORT**

PRESIDENT

Date: 8/17/2020

Division/Branch/Position: President

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:

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.

- PCA 2020 Conference acceptances have been sent out to approved proposals. Special thanks to Melanie and Nicole for all of their hard work in ensuring that Conference Programs was a success again this year. Thanks, as well, to everyone who volunteered to review proposals. Programs is sending information across to Kenya in PCA Professional Development to coordinate the next steps for granting CE hours and conference completion. Ashley has agreed to provide back up support in this area, as some processes are newer with the virtual format.
- Conference registration has been opened, and logistics has begun coordinating final steps for programming, events, and the uploading of asynchronous videos as they are submitted. Derek has been active in ensuring Whova, Zoom, and all resources are in place. Deborah has agreed to be a support in conference logistics as well. Gratitude to the both of them.
- Dr. John Duggan Senior Manager of Continuing and Professional Education for ACA has agreed to provide an Ethics lecture at our conference again this year. Additionally, Abra McClure Kuniak has agreed to provide the QPR Suicide Prevention lecture for the conference. We greatly appreciate these two professionals volunteering their time to add to PCA's conference.
- Conference webpage is updated with the Keynote Speaker, Dr. David Delmonico's, information, as well as John Duggan's information for Ethics presentation. QPR suicide prevention presenter bio has been submitted. Conference page also now displays the tentative agenda for synchronous events during the weekend. Special thanks to Nellie Scanlon for her indispensable assistance in keeping all components of the conference on track. With that in mind, I designated Nellie the Conference Coordinator.
- New templates for email responses for members, and primarily non members, who are making requests of PCA.

- Meetings were had with Membership and Marketing and Outreach to kick off plans for initiatives throughout the coming year.
- Attended North Atlantic Region (NAR) of ACA business meeting on 7/22/2020. PCA was recognized for its many efforts, including the development of the Anti-Racism Task Force, which coincidentally is also being developed at the national level. NAR Chair Dr. Ebony White described PCA as a leader among the regional divisions.
- Attended NAR ACA individual division meeting with regional chair Dr. Ebony White on 8/6/2020. Again, Dr. White recognized PCA's place as a leader in our region. I discussed PCA's various initiatives including our upcoming virtual conference, the Anti-Racism Task Force, plans for new marketing and membership initiatives, and the use of technology to bring the association together. Dr. White would like me to demonstrate the Slack server that I created for PCA in our next NAR business meeting.
- The Anti-Racism Task Force kicked off its first meeting. All divisions provided a representative by 7/17/2020. Dr. Travis Schermer volunteered as a lead member to provide direction to the task force.

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. Seeking feedback on a cohesive message relating to individuals (specifically non-members) making requests of PCA. Specifically, this relates to outside entities requesting PCA members be sent surveys for research purposes. The goal is to develop a cohesive message template so that responses across PCA info email and social media platforms are consistent. What is PCA's stance on providing access to members for research purposes? Does this differ based on internal PCA requests, or external non-member requests? *Collecting Research (non-PCA members) requests*

2. *Greg, Melba, Steve, Deb (Discussed group)...*
PA Slack App...

*(opt-in or opt-out options)
(Members-only)*

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.

PRESIDENT ELECT

Date: 8/18/2020

Division/Branch/Position: President Elect

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.

1. Met with the PCA President to discuss future leadership directions/ideas for PCA:
 - Future professional directions (possibly offering CE's to for PCA membership)
 - Discussed 2020 Conference logistics
 - Potential future conference topics of interest (i.e., Neuroscience, Technology, Counseling as a Global Profession)
 - Progress on PCA conference Awards

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):

PAST PRESIDENT

Date: 8/22/2020

Division/Branch/Position: Immediate Past President

Chair Person Name: Nellie Scanlon

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.

Since the last meeting in July the following items have been completed:

- Coordinating PCA conference with the Co-chairs and President via several emails, phone calls, and Zoom meetings
- Call with Travis, Gov Rel to determine what to do with the COVID 19 membership survey results
- Started process to streamline and organize a "Conference Handbook" in coordination with Steve so that the wheel is not reinvented every year.
- As NAR Chair Elect, making sure that our region including PCA is represented well in the ACA initiative to have regional compacts for licensure reciprocity.
- Communicated with ACA Advocacy team to ensure PA/PCA is included in all communications about legislative initiatives nationally

- *State Compacts - License Portability - 2021 - Legislation Passed; Introduce*
- *Dead End CGS... Working compacts - International Sessions => Compact*

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.

Date: 8/22/2020

Division/Branch/Position: Immediate Past President

Chair Person Name: Nellie Scanlon

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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- As NAR Chair Elect, making sure that our region including PCA is represented well in the ACA initiative to have regional compacts for licensure reciprocity.
- Communicated with ACA Advocacy team to ensure PA/PCA is included in all communications about legislative initiatives nationally

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):

- 3.

4.

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):

3.

4.

SECRETARY

Date: 8/18/2020

Division/Branch/Position: SECRETARY

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.

Emails are being fielded to individuals as they come in since the contact email on the website was changed to the PCA Secretary contact. Any board or legal questions are advised to contact the State Board. Most have gone to President or Ethics Chair.

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.

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.

TREASURER

Date: August 16, 2020

Division/Branch/Position: Treasurer

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.

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. Treasurer Financial Report
2. 990 Submitted (2018/2019) - *Sent out*
3. End of Fiscal Year (2019/2020) Review - *Sent out*

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.

Pennsylvania Counseling Association - August 2020			
Treasurer's Report			
	5/28/20	7/31/20	
Investment CD	\$6,729.97	\$5,769.12	
Keystone Account	\$5,008.02	\$5,008.02	
Checking Account	\$22,456.65	\$27,509.35	
*** Reflects Actual Account Balance			
	07/01/2020-07/31/2020	06/01/2020-06/30/2020	7/1/19 - 10/31/19
Total Receipts	\$2,272.00	\$5,823.96	\$21,532.83
Dues - Professional Membership	\$1,424.00	\$1,780.00	\$6,408.00
Dues - Student Membership	\$441.00	\$147.00	\$4,019.00
Dues - Other Catagories	\$147.00		\$983.00
Conference Registration	\$0.00	\$499.00	\$0.00
PALGBTIC Institute	\$0.00	\$0.00	\$0.00
Exhibitors	\$0.00	\$0.00	\$5,311.19
CE	\$0.00	\$0.00	\$0.00
Tshirt Sales	\$0.00	\$0.00	\$0.00
Certificates	\$30.00	\$60.00	\$180.00
Multi-view	\$0.00	\$0.00	\$2,250.00
Your Membership	\$0.00	\$0.00	\$0.00
Other Deposits	\$0.00	\$0.00	\$696.64
Contributions	\$0.00	\$2,500.00	\$0.00
Division Membership			
PACAC	\$20.00	\$40.00	\$140.00
PACES	\$40.00	\$50.00	\$380.00

PS-SAIGE	\$25.00	\$15.00	\$270.00
PAMCD	\$30.00	\$30.00	\$95.00
PASGW	\$0.00	\$10.00	\$80.00
PCCA	\$20.00	\$20.00	\$80.00
PASERVIC	\$30.00	\$20.00	\$160.00
GPCA	\$15.00	\$45.00	\$180.00
NEPCA	\$15.00	\$30.00	\$150.00
GPACA	\$25.00	\$70.00	\$140.00
PAMGCA	\$10.00	\$0.00	\$10.00
ACA Conference Refund	\$0.00	\$507.96	\$0.00
Paypal Fees Refund			
	07/01/2020-07/31/2020	06/01/2020-06/30/2020	7/1/19 - 10/31/19
Total Expenses	\$2,456.83	\$2,315.88	\$31,082.34
Paypal Fees	\$0.00	\$91.88	\$452.36
Postage	\$92.00	\$0.00	\$99.35
Marketing	\$0.00	\$0.00	\$273.17
NBCC CE Fee	\$0.00	\$0.00	\$100.00
Other Committee Expense	\$47.52	\$0.00	\$0.00
IRS Fee	\$90.88	\$0.00	\$600.00
Lobbyist	\$0.00	\$0.00	\$9,540.00
TCS Software	\$0.00	\$400.00	\$800.00
Creative Management Alliance	\$870.00	\$1,824.00	\$3,782.00
ACA Leadership	\$0.00	\$0.00	\$973.49
Meeting Meals	\$0.00	\$0.00	\$0.00
ACA Conference	\$0.00	\$0.00	\$0.00

Payment to Divisions	\$1,110.00	\$0.00	\$0.00
Refund	\$0.00	\$0.00	\$0.00
PCA Meeting Travel	\$246.43	\$0.00	\$1,200.82
2019 Retreat	\$0.00	\$0.00	\$2,898.59
2019 Conference	\$0.00	\$0.00	\$4,764.71
2018 Conference	\$0.00	\$0.00	\$5,597.85
Board and Director Insurance	\$0.00	\$0.00	\$0.00
Advocacy Day 2020	\$0.00	\$0.00	\$0.00
Legislative Activity	\$0.00	\$0.00	\$0.00
Journal	\$0.00	\$0.00	\$0.00
2020 Conference	\$0.00	\$0.00	\$0.00
Explination of Dispersions			
Paypal fees			
	June	July	
PayPal Fee	\$91.88	\$71.43	
Debit Card			
Expense	Amount	Category	
Laser Graphics Online	\$47.52	Other Committee Expense	
US Postal Service	\$92.00	Postage - PO Box	
Checks			
Jun-20			

1729	Creative Management Alliance	\$906.00	CMA
1730	Creative Management Alliance	\$918.00	CMA
1731	TCS Software	\$400.00	TCS Software
Jul-20			
1732	US Treasury	\$90.88	IRS Fee
1733	Creative Management Allian	\$870.00	CMA
1734	Greg Roth	\$246.43	Meeting Travel
1735	PASERVIC	\$1,110.00	Division Payment

11/1/19 - 1/31/2020	2/1/2020 - 5/31/2020	Year to Date Total	Budget	Left
\$52,786.30	\$12,672.62	\$92,815.71	\$115,760.00	\$22,944.29
\$4,094.00	\$6,586.00	\$18,868.00	\$23,660.00	\$4,792.00
\$3,185.00	\$1,813.00	\$9,164.00	\$12,250.00	\$3,086.00
\$971.00	\$883.00	\$2,837.00		\$2,692.00
\$38,080.04	\$0.00	\$38,579.04	\$57,050.00	\$18,470.96
\$2,023.89	\$0.00	\$2,023.89	\$0.00	\$0.00
\$1,486.98	\$0.00	\$6,798.17	\$10,000.00	\$3,201.83
\$200.00	\$0.00	\$200.00	\$200.00	\$0.00
\$246.00	\$0.00	\$246.00	\$0.00	\$0.00
\$255.00	\$300.00	\$795.00	\$600.00	-\$195.00
\$1,103.19	\$0.00	\$3,353.19	\$10,800.00	\$7,446.81
\$361.20	\$110.00	\$471.20	\$1,200.00	\$728.80
	\$0.00	\$696.64	\$0.00	\$696.64
	\$0.00	\$2,500.00	\$0.00	\$2,500.00
\$70.00	\$135.00	\$385.00		
\$140.00	\$220.00	\$790.00		

\$105.00	\$115.00	\$505.00		
\$55.00	\$35.00	\$215.00		
\$30.00	\$30.00	\$150.00		
\$30.00	\$50.00	\$180.00		
\$70.00	\$590.00	\$840.00		
\$60.00	\$150.00	\$435.00		
\$30.00	\$112.50	\$322.50		
\$170.00	\$215.00	\$595.00		
\$20.00	\$10.00	\$40.00		
\$0.00	\$1,318.12	\$1,826.08	\$0.00	\$1,826.08
11/1/19 - 1/31/2020	2/1/2020 -5/31/2020	Year to Date Total	Budget	Left
\$52,487.84	\$14,759.80	\$100,645.86	\$114,240.00	\$13,594.14
\$163.31	\$335.30	\$1,042.85	\$0.00	\$0.00
\$0.00	\$0.00	\$99.35	\$400.00	\$300.65
\$0.00	\$407.04	\$680.21	\$3,500.00	\$2,819.79
\$220.00	\$70.00	\$390.00	\$100.00	-\$290.00
\$84.80	\$62.20	\$147.00	\$1,500.00	\$1,353.00
\$0.00	\$0.00	\$600.00	\$0.00	-\$600.00
\$6,360.00	\$0.00	\$15,900.00	\$38,160.00	\$22,260.00
\$600.00	\$632.50	\$2,432.50	\$2,400.00	-\$32.50
\$2,954.00	\$2,766.00	\$11,326.00	\$14,000.00	\$2,674.00
\$0.00	\$0.00	\$973.49	\$3,000.00	\$2,026.51
\$0.00	\$0.00	\$0.00	\$750.00	\$750.00
\$1,875.12	\$557.96	\$2,433.08	\$4,000.00	\$1,566.92

\$847.30	\$152.70	\$1,000.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$805.54	\$1,357.16	\$3,363.52	\$2,750.00	-\$613.52
\$0.00	\$0.00	\$2,898.59	\$2,000.00	-\$898.59
\$37,596.77	\$0.00	\$42,361.48	\$35,080.00	-\$7,281.48
\$0.00	\$0.00	\$5,597.85	\$0.00	-\$5,597.85
\$981.00	\$0.00	\$981.00	\$1,100.00	\$119.00
\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00
\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
\$0.00	\$8,418.94	\$8,418.94	\$0.00	-\$8,418.94

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b
c
d
e

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	7/31/20	Second Meeting
Investment CD	\$5,769.12	
Keystone Account	\$5,008.02	
Checking Account	\$27,509.35	
*** Reflects Actual Acc		
	July 1 - July 30, 2020	Second Meeting
Total Income for Report	\$2,272.00	\$0.00
Membership		
Professional	\$1,424.00	
Student	\$441.00	
Institutional	\$0.00	
Associate	\$0.00	
Student Affiliate	\$0.00	
First Year	\$98.00	
Retired	\$49.00	
Conference		
Registraiton		
Professional Member- Early Bird	\$0.00	
Professional Member - Regular	\$0.00	
Student -Early Bird	\$0.00	
Student - Regular	\$0.00	
Non-Member - Early Bird	\$0.00	
Non-Member - Regular	\$0.00	
Exhibitors		
CE	\$0.00	
Other Income	\$0.00	

Sales		
Certificates	\$30.00	
Multi-view	\$0.00	
Your Membership	\$0.00	
Contributions	\$0.00	
Income Collected for Divisions	\$230.00	
	July 1 - July 30, 2020	Second Meeting
Expenses	\$2,456.83	\$0.00
Fall Statewide Conference		
Keynote Speaker	\$0.00	
CE Fee	\$0.00	
Payments to Divisions	\$1,110.00	
Branch Administrative Cost		
TCS Software	\$0.00	
Creative Management Alliance	\$870.00	
Board + Director Insurance	\$0.00	
Facility + Meals Exect. Meeting	\$0.00	
Travel + Rooms Exect. Meetings	\$246.43	
Lobbist for PCA	\$0.00	
Journal	\$0.00	

Leadership Institute	\$0.00	
ACA Conference	\$0.00	
Communication and Postage	\$92.00	
Marketing of PCA	\$0.00	
Financial Audit	\$0.00	
Other Committee Expense	\$138.40	
Legislative Activity	\$0.00	
Advocacy Day - 2021	\$0.00	
Gift Membership to PCA	\$0.00	
Zoom Renewal	\$0.00	

PayPal Fees	\$71.43	
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	July 1 - July 30, 2020	Second Meeting
PACAC	\$20.00	
PACES	\$40.00	
PS-SAIGE	\$25.00	
PAMCD	\$30.00	
PASGW	\$0.00	
PCCA	\$20.00	
PASERVIC	\$30.00	
PAMGCA	\$10.00	
GPCA	\$15.00	
NEPCA	\$15.00	
GPACA	\$25.00	

Explanation of Expenses

Checks

Jul-20

	1732	US Treasury	\$90.88
	1733	Creative Management Allian	\$870.00
	1734	Greg Roth	\$246.43
	1735	PASERVIC	\$1,110.00

Credit Card

Jul-20

		Laser Graphics Online	\$47.52
		US Postal Service	\$92.00

Pennsylvania Counseling Association - August 2020

Third Meeting	Fourth Meeting	Last Meeting

ount Balance

Third Meeting	Fourth Meeting	Last Meeting
\$0.00	\$0.00	\$0.00

Income Per Specific Division

Third Meeting	Fourth Meeting	Last Meeting

IRS Fee		
CMA		
Meeting Travel		
Division Payment		
Other Committee Expense		
Postage - PO Box		

Year to Date Total	Budget	Left
\$2,272.00	\$85,700.00	\$83,428.00
\$1,424.00	\$24,700.00	\$23,276.00
\$441.00	\$10,000.00	\$9,559.00
\$0.00	\$2,250.00	\$2,250.00
\$0.00	\$1,425.00	\$1,425.00
\$0.00	\$250.00	\$250.00
\$98.00	\$2,000.00	\$1,902.00
\$49.00	\$250.00	\$201.00
\$0.00	\$15,625.00	\$15,625.00
\$0.00	\$4,375.00	\$4,375.00
\$0.00	\$4,500.00	\$4,500.00
\$0.00	\$1,875.00	\$1,875.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$2,000.00	\$2,000.00
\$0.00	\$200.00	\$200.00
\$0.00	\$0.00	\$0.00

\$30.00	\$750.00	\$720.00
\$0.00	\$10,800.00	\$10,800.00
\$0.00	\$1,200.00	\$1,200.00
\$0.00	\$0.00	\$0.00
\$230.00	\$3,500.00	\$3,270.00
Year to Date Total	Budget	Left
\$2,456.83	\$54,330.00	
	\$500.00	
	\$100.00	
	\$3,500.00	
	\$2,400.00	
	\$14,000.00	
	\$1,000.00	
	\$375.00	
	\$1,375.00	
	\$19,080.00	
	\$0.00	

	\$0.00	
	\$3,000.00	
	\$500.00	
	\$2,500.00	
	\$500.00	
	\$1,000.00	
	\$2,000.00	
	\$0.00	
	\$0.00	
	\$2,500.00	
	N/A	N/A

Year to Date Total		
\$20.00		
\$40.00		
\$25.00		
\$30.00		
\$0.00		
\$20.00		
\$30.00		
\$10.00		
\$15.00		
\$15.00		
\$25.00		

GPACA

Date: 8/17/2020

Division/Branch/Position: GPACA

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.

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. New GPACA President-Patricia Obilo-Azandegbe, M.Ed., LPC- nell22girl@yahoo.com
- 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. N/A
- 2.

GPCA

Date: 8/16/20

Division/Branch/Position: GPCA

Chair Person Name: Casie Probst

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: 724-678-3603; however, I plan to attend 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.

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.

NEPCA

Date: 08/17/2020

Division/Branch/Position: Northeast Pennsylvania Counseling Association (NEPCA)

Chair Person Name: MaryRose Kaplan

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.

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. What are the email guidelines to set up a social media platform? - Facebook;
2. Will the anti-racist taskforce accept a regional representative? - Yes

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.

PACAC

Date: August 16, 2020

Division/Branch/Position: Pennsylvania Counseling for Child and Adolescent Counselors

Chair Person Name: Joelle Swyka

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

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)

YES

If attending via conference call, please provide phone number: 570-730-8068

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) 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) 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.

PACES

Date: August 22, 2020

Division/Branch/Position: PACES

Chair Person Name: Joe Behun

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.

PACES members Susan P. Schaming and Krista Malott will serve as our representatives on the PCA Antiracism Task Force

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):

PS-SAIGE

Date: 8/16/2020

Division/Branch/Position: PS-SAIGE

Chair Person Name: Dominick Petitto, 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.

PS-SAIGE (formally known as PALGBTIC) has recently changed our name to align with the national organization SAGIE formally known as ALGBTIC. The division has been working on the upcoming live PCI.

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.

PAMCD

Date: August 22, 2020

Division/Branch/Position: Pennsylvania Association of Multicultural Counseling & Development (PAMCD)

Chair Person Name: Fawn Robinson

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 -
Arriving late 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.

**Pennsylvania Association of Multicultural Counseling & Development (PAMCD)
Board Meeting
Committee Report
Saturday, August 22, 2020**

Membership

- 52 Members which is an increase of 2 members since June 2020.

Next Steps for PAMCD

- Sending out a Needs Assessment to the PAMCD Membership
- Update/Revise our Bylaws
- Continue planning for the 2020-2021 program year

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.

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.

PCCA

Date: 08/17/2020

Division/Branch/Position: Pennsylvania College Counseling Association (PCCA)

Chair Person Name: Bethany Taylor (unable to attend on 08/22/2020)

If chair is not attending, please indicate name of designee: **Unable to find an alternate to attend the 08/22/2020 meeting at the time of report submission; will email the PCA Secretary if this changes and we find an alternate attendee.**

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.

PCCA Updates as of 08/17/2020:

1. **Joelle Swyka, PCCA member, has volunteered to be PCCA's representative on the PCA Anti-Racism Task Force.**
2. **PCCA Officers are scheduling a Google Meet or Zoom meeting, which will occur sometime during the next two weeks. This meeting is taking place to brainstorm potential ideas for PCCA activities, collaborations, professional development, and community outreach in 2020-2021.**
3. **A PCCA LinkedIn group has been created. A PCCA logo is in the process of being finalized, and then the PCCA LinkedIn group will be shared with members.**
4. **PCCA President, Bethany Taylor, has been reaching out to local colleges/universities and community colleges to encourage new membership enrollment (higher education counseling professionals and graduate counseling students).**

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.

PASGW

Date: 08/16/2020

Division/Branch/Position: Pennsylvania Association for Specialists in Group Work (PASGW)

Chair Person Name: Ashley Coombs

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

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.

PASGW recently launched two social network pages: Instagram (pasgw_group_work) and Facebook (<https://www.facebook.com/groups/pasgw/>). Both pages were created to be in line with ASGW and PCA guidelines, and can be reviewed by the Social Media Chair if need be to ensure compliance.

We are currently accepting applications for a Graduate Student Representative (GSR) position! This position is open to Master's and doctoral counseling students throughout PA, and is intended to be a role that provides mentorship as well as leadership opportunities. The call for applications closes on September 4th, 2020.

PASGW successfully sponsored its first virtual roundtable/webinar on 7/28/2020! The webinar included over 16 participants. We are hoping to host more virtual roundtables and webinar trainings in the future, and would love to collaborate with other interested divisions!

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. 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):

1. N/A

PASERVIC

Date: 8/17/2020

Division/Branch/Position: PASERVIC President

Chair Person Name: Quiana Golphin

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.

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.

PAMGCA

No Report Submitted

ARCHIVES

Date: August 17, 2020

Division/Branch/Position: Archives Committee Chair

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.

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. Transitioning Archives during the 2020-21 fiscal year (NAR - Govt / GA - Stipends)
- 2. - (Less Materials) => Storage Issues

Action Item for Upcoming PCA Meeting: (please highlight one) YES NO => (Low Maintenance)

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. - (Friday - Conference Meeting)
 - 2. - Read it to someone at this to get something done by Co-Chair (Discussion Item)
- (Friday - Preci) - Volunteers
 (Outside of School of Study) - Internship opportunities
 (Departments sponsored in Archives)

AWARDS

Date: 8/17/2020

Division/Branch/Position: Award Committee Chair

Chair Person Name:

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

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):

- 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.

CONFERENCE

No Report Submitted

- Acceptances went out to presenters
- No registration numbers yet
- Phys are coming along..

ETHICS/BY-LAWS

Date: August, 2020

Division/Branch/Position: Ethics

Chair Person Name: Gregory Roth

Attending the Upcoming PCA Meeting via Zoom: YES

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) 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

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):

- ✘ At last meeting, the board discussed offering a free lifetime membership for past Presidents (similar to what ACA offers). To do so, a vote would be needed on adding a 10th type of membership to the PCA Bylaws. What follows is the proposed additional 10th category of membership:
- 10. Lifetime Membership:** Lifetime membership, with dues waived, shall be granted to past PCA Presidents.

GOVT RELATIONS

Date: 08.14.20

Division/Branch/Position: Government Relations

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.

- The Government Relations Chair, Travis Schermer, has been assisting in the Anti-Racism Task Force.
- PCA Past-President Nellie Scanlon has proposed a Government Relations talk at the upcoming PCA Conference.
- Data collection of the COVID-19 survey has completed with a good response from membership (N = 79). Committee members will examine the data and explore how to disseminate the findings.

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

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

GRADUATE STUDENT LIAISON

No Report Submitted

JOURNAL

Date: 8/13/2020

Division/Branch/Position: Editor, JPCA

Chair Person Name: Terence Yee

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: 940-367-2057

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.

- 1) Call for manuscripts for special issues were made. However, only one manuscript related to COVID-19 was received. Due to low number of submissions, the special issues will not materialize. The manuscript on COVID-19 is being reviewed and published (if accepted) in the regular issue.
- 2) There are currently 5 other manuscripts under review.

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.

MARKETING & OUTREACH

*Social
Media*

Date: 8/17/2020

Division/Branch/Position: Marketing and Outreach

Chair Person Name: Mindy Heher

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.

- Engagement on all social media platforms is continuing to show a positive trend. Particularly, engagement on Facebook remains high, and new followers on Instagram increase at a rate of roughly 10 per month.
- Mindy Heher was given a crash course on the goals and objectives of Marketing and Outreach. She will take over the establishment of a marketing database for all counseling related programs in the state.
- An ad for the conference has been developed. This will be posted on all platforms, and on Facebook, Instagram, and Twitter this ad will be part of a paid sponsorship advertisement. The hope is that this will increase the range of conference awareness to new professionals in the state. Because of the decreased conference cost with the virtual format, the hope is this will also result in a significant upswing in membership.
- New ads will continue to be developed throughout the rest of the year to continue to increase membership and engagement across all platforms.
- ACA sponsorship and marketing has agreed to a meeting to share ideas on how to contract for larger tier sponsors and member benefits.

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

No Report Submitted

PAST PRESIDENTS

Date: August 14, 2020

Division/Branch/Position: Past President's Chair

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

*There is chance I may not be able to make it, but am planning on it.

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.

I requested the names and contacts of any new PCA Board Members so that I could assign mentors, but have not received anything. Perhaps there are none. Also, the committee is here for guidance and mentorship as the board may need at any time.

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.

PROFESSIONAL DEVELOPMENT

Date: 8/16/2020

Division/Branch/Position: Professional Development

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.

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. N/A
- 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.