

Virginia Association for Counselor Education and Supervision

Board Meeting Minutes

Kathleen May – President
Lisa Pleszkoch – Secretary

Gerard Lawson President-Elect
Laurie McClurg - Treasurer

Date & Time: September 29, 2006 11:30 am – 3:00 pm
Location: Curry School of Education, University of Virginia, Charlottesville
Present: Gerard Lawson, Steve Nielsen, Mandy Perryman, Jeanne Booth, Lenny Echerling, Nancy Boden, Agatha Parks-Savage, Penny Norford, Victoria Foster, Chris Rodriguez, Mike Lithow, Lisa Pleszkoch
Facilitator: Gerard Lawson, President-Elect

MINUTES	ACTION
<p>1. Call to Order and Presentation of Agenda: President-Elect, Gerard Lawson called the board members to order and presented the agenda prepared by President Kathleen May.</p>	
<p>2. Approval of February 17, 2006 Meeting Minutes Jeanne Boothe motioned to adopt the February 17th meeting minutes with the following changes: clarification regarding communication between VCA and VACES. Nancy Boden seconded the motion. February 17 meeting minutes were unanimously adopted with amendments.</p>	Lisa to submit changes
<p>3. Treasurer’s Report: Prepared by Amie Manis and presented by Gerard indicates that we did not break even at the VACES conference. The largest cost being the VCA vouchers given as raffle prizes. No specific treasury balance was presented. The board members endorsed the following suggestions:</p> <ul style="list-style-type: none"> a) A more accurate report is needed to make decisions regarding feasibility of developing a budget for the Graduate Student Conference (GSC) b) Look back at budget and treasurer reports over last couple years to see how much money was needed to break even in the past c) Adopt a budget model similar to SASES to maintain modest profit d) Raise membership costs and conference registration fees for the GSC e) Discontinue the practice of simply giving checks to the winners of the raffle with no evidence that the money is used towards the VCA conference. Instead, adopt VCA’s model of reimbursing registration fees and/or giving away memberships. f) Fundraising possibilities at the VCA conference: 50/50 raffle, mardi gras beads etc. g) Reimbursing Kathleen for the cost of printing brochures h) Kathleen to decide on an appropriate gift for Jessica; waive registration fees for GSC, free VACES membership, and or monetary gift depending on treasury balance 	<p>Treasurer to:</p> <ul style="list-style-type: none"> 1. Research previous budgets and report findings to Kathleen 2. Find out if we can do this at VCA.
<p>4. 2006 Graduate Student Conference Report: Prepared by Amie Manis and presented by Gerard indicates 152 registrants which included 16 faculty registrants attended the 2006 GSC. Most feedback from those who attended was positive with suggestions for a keynote speaker, a shorter lunch break, and session lengths. Agatha presented Regent’s offer to host the GSC, however due to issues</p>	

<p>of accessibility, advocacy, and social justice the board members decline. Victoria Foster confirms Friday, February 16, 2007 at William & Mary for next GSC. The board members endorsed the following suggestions:</p> <ul style="list-style-type: none"> a) Develop budget for the GSC with the possibility of making a slight profit b) The GSC should rotate annually from east to west to make it accessible c) Appoint a GSC committee: Amie Manis & Shannon Trice, Victoria Foster on-site at W&M. Others will be recruited in the coming weeks. d) Adopt criteria for acceptance of presentations. Alternative presentation format will be posterboards and student with similar presentations be combined into one session. Selection of committee TBA. e) Structure the GSC in such a way that encourages participants to stay through the entire program: such as changing the start time, planning a special late afternoon event (career, wine tasting, well-known speaker), holding drawings for raffles at the end of the day. f) Raffle items more interesting to the students; I-Pods, I-Tune cards, VACES, VCA, ACA memberships. g) Disposable cameras on tables for candid photos of conference h) Survey students at the VCA conference as to what they would like to hear at the GSC in the way for keynote speakers, topic tables during lunch, career seminars, etc. i) Invite stakeholders such as CSBs, MH agencies, supervisors, graduate programs, private schools, etc. to set up tables to recruit/inform students during the conference j) Seek out sponsorship for the boxed lunches (see item i.) or VCA, ACA, SACES k) Encourage faculty at all institutions to attend through recognition for the program with the highest number of attendees and presenters. Certificates can be awarded at the GSC. Promote as meeting significant part of CACREP requirement. l) Bump up the fees, but keep them “wicked cheap” under \$20 for the students. All presenters must be registered. 	<p>President to: 1. Appoint committee</p> <p>GSC committee to: 1. Seek donations for raffles 2. Develop survey for VCA 3. Invite stakeholders 4. Explore sponsorship possibilities</p> <p>President/Secretary to: draft letter to faculty</p>
<p>5. Research Grants: Presented by Gerard Lawson. The board members worked on more exact criteria for funding and the format of the proposal. The board members endorsed the following suggestions:</p> <ul style="list-style-type: none"> a) Appoint a review committee composed of a Community Representative, a School Representative, an At-Large Representative, and 2 Graduate student Representatives. First year committee must include previous graduate students so that all current students may apply. Victoria “volun-tells” Laurie Cragin from W&M as a graduate student member. Need to recruit one more graduate student. b) Heading the committee will fall to the past-president each year. c) Recipients will serve on the committee the following year. d) Adopt final guidelines <p>Announce the research Grants at the VCA conference and via email. Proposals due in January. Award grants at GSC in February</p>	<p>Review Committee: Steve, Nancy, Lenny, and Laurie</p> <p>Gerard will send out research grant guidelines for final approval</p>

<p>6. Liaison Reports:</p> <p>School Counseling – Nancy Boden reports that the VSCA website is being updated. The Standards of Quality continue to be an issue for the Department of Education. Follow this link to the minute of the DOE’s July 26th meeting for additional information on funding and adoption of SOQ. http://www.vapta.org/Education/BoE_Report_July26.pdf#search=%22SOQ%20virginia%20education%22</p> <p>Community & Mental Health – Steve Nielsen reports the issues surrounding medicare and elderly services has not yet been resolved. There is an initiative in Lynchburg to decriminalize some of the mentally ill offenders within the court systems. LC has received a grant to work with local courts and MH providers to route some of the MI through a system similar to those found in drug courts. SAMHSA granting funds to develop the program. The PACT model is the primary treatment model at this point. There is still a push for effective treatment of SA in adolescents. Funding for drug-free schools and MH integration has been dropped at the federal level by the current administration. Steve believes there will be restoration of these funds at some point. SAMHSA is still receiving federal funding and is pushing evidence-based practices. Follow this link to SAMHSA 2007 funding http://www.samhsa.gov/Grants/2007/fy2007opps.aspx</p>	
<p>7. Committee Reports:</p> <p>Membership – No report from Membership Development Chair (MD Chair). There is still no active campaign to increase membership outside of academia. The board members endorsed the following suggestions:</p> <ul style="list-style-type: none"> a) Develop an ad hoc committee to develop a strategic plan to increase membership outside of academia. Agatha volunteers to serve on committee with Charlie. b) Acquire lists of approved supervisors and LPCs to survey their needs. How can VACES help? What would membership do for them? c) Promote VACES membership to the programs as an integral piece for CACREP. Provide documentation of involvement. Award the program with highest levels of participation at GSC, and highest percentage of membership. Certificate awarded during GSC. d) Use the VCA conference as a kick-off for membership drive e) Develop flyers to be stuffed in VCA conference materials announcing VCA meeting at the conference and membership drive. <p>Advocacy – Amie Manis reports that she has not heard from Lisa McDowell or Marcia Obenshain regarding any advocacy items to bring to the board. Amie asks board to consider authorizing an email blast to the VACES membership to include a reminder to vote in the upcoming elections and an opinion in opposition to the proposed marriage amendment given our responsibility vis a vis promotion of social justice. The board members endorse the following suggestions:</p> <ul style="list-style-type: none"> a) Due to non-profit status, VACES cannot take a stand on the proposed marriage amendment b) An email should be crafted as to remind the membership to vote and that there is an issue of social justice on the ballot. Gerard suggests a message such as “an issue of concern for counselors regarding social justice...” 	<p>MD Chair to:</p> <ol style="list-style-type: none"> 1. develop committee 2. acquire list of ACS and LPC 3. plan membership drive for VCA conference <p>Amie may craft an email and submit it to board</p>

<p>Web Page – Lenny Echerling reports that VACES website is now linked to VCA. The new brochure will be posted on website. Lenny asks for any pictures that may have been taken during conferences over the last year be forwarded to him for inclusion on the website. Lenny would also like to include the new logo on the website, and add an electronic version of the newsletter. Gerard suggests leaving disposable cameras on the tables during the GSC for candid photos.</p> <p>Newsletter – Agatha Parks-Savage has been working on the newsletter and is also requesting photos. Agatha requests contributions for the newsletter. The board members endorsed the following suggestions:</p> <ul style="list-style-type: none"> a) Newsletter sent out 2 times per year; Fall and Spring b) Add a student editor who will seek out student contributions c) The newsletter will be sent out electronically unless the member requests a paper copy. 	<p>members for final approval</p> <p>Editor to: Seek out volunteer as student editor</p> <p>Jeanne will send old issues to Agatha</p>
<p>8. Other Business: Chris Rodriguez and Mike Lithow from VT presented their reports from the emerging leaders meeting. They report that the meeting and conference were encouraging and informative. Both were inspired by the program and found it to be a wonderful experience. Together, Chris and Mike express hope that the board will continue to fund emerging leaders.</p>	
<p>9. New Business: Jeanne Booth requests the boards support for the training of a cohort of 25 counselors on the island of St. Lucia. These school and mental health clinicians will be working in a system with poor infrastructure and very little support both financially and professionally. Jeanne is developing a pool of approx 50 clinicians and students (25school/25mental health) who will serve as “electronic mentors” for the folks in St. Lucia. She will be going down in March, and then again in May. Jeanne would like to be able to pass out the email addresses of the electronic mentors to the cohort at that time. She is asking for a 2 year commitment. Please pass on information and if anyone is interested contact Jeanne at booth@lynchburg.edu</p>	<p>Volunteers may email Jeanne at booth@lynchburg.edu</p>
<p>10. Old Business:</p> <ul style="list-style-type: none"> 1. The Symposium for Counselor Educators & Supervisors 2. By-laws 3. Recommendation of supervision requirements to LPC board 	<p>All items carried over to next meeting</p>
<p>11. Next Meeting: The next meeting will be help during the VCA conference November. Exact time and date TBA.</p>	<p>President to: arrange for meeting at VCA</p>
<p>Minutes submitted by Lisa Pleszkoch. Please contact her at mailto:eap3a@virgini.edu for amendments or additions to these minutes.</p>	