

IMHCA BOARD MEETING MINUTES

Saturday, September 10, 2011

Primary SKYPE locations: DMACC Campus Des Moines, IA
642 10th St Suite 202 Marion IA

I. Call to order – 9:25 am

Present in Des Moines: Kelly Wagner, Christy Johnson, Jim Wilwerding,
Eris Oostenink, Sammie Nobels, Kacey Petersen

Present in Marion: Carol Hinman

Present in Iowa City: Cassie Storlie

II. Acceptance of Agenda

III. Approval of Minutes (May Board Mtg)

- Amend amount of profit from golf outing to \$100.00

IV. President's Report

A. Bi-laws update

- Bi-laws still need to be updated
- Cassie will chair a committee to do this
- Discussed specific invitations vs. all call to membership
- Determined Kelly will send out all call to membership

B. Recognition of Carol Charles Rolf

- A ceremony is scheduled in October
- We will invite membership to donate, with IMHCA matching donations
- IMHCA amount not to exceed \$250.00
- Donations should be sent to New Heights Counseling

C. Continue to need newsletter editor

- Suggestion to invite student member to fill this position

D. Need Student Members for Board

- Discussed recruiting student members
- Eric suggested three student members to represent each of the three programs in Iowa: Drake, IA State, & UNI, and to serve as liaisons to those programs
- Carol suggested four so that one could represent distance programs
- Identified faculty to be contacted to help recruit students
- Discussed need for student members to have two votes, will determine with students how they want to manage their votes

E. Each Board member will write brief job description for their position on the Board and send to Kelly

- Will be treated as working documents

- F. Membership Database
 - In final testing phase
 - When the system has been tested, an email will be sent out
 - Discussed online conference registration
- G. Membership renewal notices
 - Kelly and Jim will work to identify those who did not receive their membership renewal notices
- H. Brochure to recruit members
 - Discussed who to send to – LMHCs who are not members & Students
- V. Treasurer's Report (Report attached)
 - A. Gained \$100.00 from Golf Outing
 - B. Conference was a large expense this year
 - UofSD speaker bill has not yet arrived, contract included additional fees that had not been anticipated
 - Also has expenses due to not having enough people stay at the hotel, if 25 rooms are used by IMHCA, rate drops
 - Need to increase overall attendance
 - C. Briefly discussed other social opportunities
 - D. In terms of finances, we will need to cut back costs a little, increase membership, and increase conference attendance
- VI. Membership Committee Chair's Report (Report Attached)
 - A. Currently have 192 members, goal (based on financial report) is to add additional 100 members
 - B. Currently 816 IA LMHC's – need to focus on increasing membership. Will send letter and/or postcards
 - C. Will be contacting and visiting three university programs in state to recruit student members. Discussed tapping into Chi Sigma Iota
 - D. Discussed need for developing a display board that Membership committee can use for recruiting activities
- VII. Government Relations Chair's Report
 - A. Concerns re: HHS limiting agencies to 15 day supply of medications.
 - IMHCA signed a letter to Governor Branstead about this

- B. Work towards defining goals for the next legislative session
 - Need to define involvement in Iowa's process of Mental Health System Redesign
 - Define role in mental health committals
 - Inclusion in definition of "Mental Health Professional"
 - Continue partnership with IAMFT
 - Will likely focus use of Lobbyist (Emily) on monitoring activities [efforts focused on drafting or killing legislation is more expensive]
 - Will consult with Emily to identify what will be realistic goals
 - Next Board Meeting: Draft Goals and Determine lobbyist Services

VIII. Ethics Committee Chair's Report

- A. Casey introduced herself and was welcomed by board
- B. No contacts regarding any major ethics concerns that need to be brought to the board
- C. Will monitor and report on ACA's process of redrafting their ethics code

IX. Conference Committee Chair's Report (Christie)

- A. 2011 Conference
 - Attendance was down
 - Feedback was more positive than from 2010 Conference, said was better organized and received good ideas regarding topics for 2012 Conference
- B. 2012 Conference
 - Committee met last week
 - Dates set: April 12-13, 2012
 - Theme: Counseling Specialties
 - Conference will be opened by Renee Shulte (D) House District 37, Rep. Schulte worked hard with us to achieve our Legislative goals last year. Will present her with an award/recognition
 - Main Speaker will be on Friday
 - Questions to Board:
 - o Should we have lunch both days or have one day on own?
 - o Should we go back to combined conference with IAMFT?
 - o Should we stay at same hotel?
 - Committee will continue to explore first and third questions
 - Will place decision regarding combined conference on agenda for Conference meeting so that entire membership can voice their opinions

X. Old Business

- A. Archives-Carol
 - Archives need to be transferred to Carol who will begin sorting and organizing and develop a process for further organization. Discussed scanning and archiving on website so as to have a "home" for them and to enable access.

B. CEU Provider status

- Discussed pros and cons of gaining independent provider status vs. using AMHCA's NBCC number
 - o Cost for independent status is \$300 application fee plus \$200 yearly maintenance
 - o Application for independent status requires a) materials from 3 previous programs, b) identified goals, c) identified target audience, and d) identified contact person
 - o Using AMHCA's NBCC number requires submission of presentation materials appx two weeks prior to presentation date.
- Defined our overall goal is to maintain the status of our programming

C. Status of Mentoring program and Chair of Professional Development

- Kelly will contact Kevin to determine his status

XI. 2011-2012 Board Meeting Schedule

A.	12/03/2012	9:00 am	Skype sites TBD
	04/13/2013	4:30	Conference Hotel
	09/08/2013	9:00 am	Skype sites TBD
	12/08/2013	9:00 am	Skype sites TBD

XII. Adjourn 11:45 am

Addendums:

Cash_Flow_Report_FY2010-11

Transaction_Report_FY2010-11

Cash_Flow_Report_YTD_01/01/11—09/09/11

Transaction_Report_YTD_01/01/11-09/09/11

2nd_Annual_Golf_Outings_Report

IMHCA 03-25-10 membership