

**IMHCA BOARD MEETING AGENDA**  
**Saturday October 8th, 2016**  
**9-12pm**

Don Gilbert (President)	Present
Kristy Johnson- (Past President)	Present
Courtney Ackerson (Treasurer)	Present
Jessica Romey- (Secretary)	Present
Open Position- (Fund Raising Committee Chair)	-
Sue Heitshusen- (Conference Chair Committee)	Absent
Kacey Peterson- (President Elect)	Present
Kenneth Cameron- Government Relations Chair	Present
Kyla Louks - (Networking and Communication Chair)	Absent
Open - (Publication Committee Chair)	-
Leanna Brady - (Ethics Committee Chair)	Absent
Jason Stark- (Website Coordinator)	Present
Jessica Volk - (Membership Chair)	Absent
Julie Hewitt- (Nominations Committee Chair)	Present
Kenya Rocha – (Member at Large)	Present
Anthony Ferguson - (Member at Large)	Present
Lauren Sebek - (Student Representative)	Absent
Dawn Wirtz (Student Representative)	Present

1. Call to Order – 9:05 am by Don Gilbert (dawn, Jason, Kenya, Courtney, Kristy, Jessica, Anthony, Julie, Kenneth are present) We have a quorum, 10 present
2. Acceptance of Agenda – accepted and approved via email 10/2/2016 sent out
3. Reports:
  - a. President- Don Gilbert – will be speaking on the golf tournament mostly
  - b. Past President- Kristy Johnson – no updates
  - c. President Elect – Kacey Peterson – not present
  - d. Secretary – Jessica Romey – Will review bylaws, continue through email review of minutes
  - e. Treasure – Courtney Ackerson
    - i. Budgets for IMHCA and Foundation – We have three accounts now, fees waived for being nonprofit.
      1. The two Budgets are the guidelines and goals (golf and conference) motioned to be accept by Jason, and Jessica seconded, all approved none opposed.
    - ii. Financial report - All financials kept separate in reports to ensure IRS compliance. Gratitude for Courtney’s work as treasurer. No outstanding bills currently.

**Checking current total: \$12,465.65**

Deposits: \$1,903.00

\$1,888.00 – from PayPal (conference leftovers)

\$115.00 dues from mailed checks  
Withdrawals: \$3,319.44  
\$972.76- AMHCA conference reimbursement  
\$1408.12 – Cold Water Golf was not paid from last year’s golf outing  
\$568.56 – AMHCA Conference reimbursement  
\$300.00 – Webspec Design  
\$52.00 – Reimbursement for AMHCA dues to Kristy Brown for her service to IMHCA  
**Savings current total: 12,000.00** Moved 12,000.00 from Checking

**IMHCA Foundation current total: 2,640.99**

Deposits: \$4055.00  
\$3,215.00 – Golf registration, mulligans, and raffle tickets  
\$840.00 – Don deposited from silent auction and golf games from on the holes  
Withdrawals: \$1314.01  
\$44.93 – Breakfast  
\$286.08 – golf supplies  
\$943.00 – Toad Valley for golf cost  
\$140.00 – Refund for Golf outing to Kristy Brown

- iii. 501c6 and 501c3. Federal EIN for 501c3 is 46-5263541 for IMHCA. Federal EIN for 501c3 is 81-2708164 for the Foundation. To be compliant every year, we need the treasurer’s report shown to our members. Providing this in the minutes will be our way to do this, quarterly and our yearly report.
- iv. Jason motioned to approve the treasurer’s report and Anthony seconded. All in favor none opposed.
- f. Conference – Sue Heitshusen
  - i. Conference dates May 4-5. Still in search of an Ethics speaker, Kenneth will be sending Sue an email about a possible person. Discussed bringing in AMHCA’s lobbyist to present with Kacey and our Iowa Lobbyist. Sue sent an update via email about the conference.
  - ii. Sponsorships – Send ideas to Sue
  - iii. Conference annual meeting agenda – Goals and purpose. Must give officer reports. Is this the place for our lobbyist to discuss updates, or give a paper update and give her time to speak in a breakout? Need a report booklet given at the beginning of the conference. Should the Conference Chair be the main speaker? Have a President call the meeting to order, vote to end the meeting.
    - 1. President will call the meeting to order, accept agenda at that time (this will be located in the IMHCA folder). Recognitions can be given in the annual meeting by the President – board members, scholarships, awards, national level acknowledgements prior to the board meeting and review IMHCA report.
    - 2. All board members should sit together for this meeting
    - 3. 2018 – Consider not having the annual meeting during lunch, work out the possibilities for 2017 with Sue.

- iv. Recognition, scholarships and awards presentation – Make these a special event.
- v. Other concerns – Utilize our professional social media to get information out about the conference.
- g. Web Coordinator - Jason Stark
  - i. We can now sign up to pay for membership and now auto-renew. Must set up a Pay pal account to do this. Can opt out of the auto-renew.
  - ii. Have to go to AMHCA for dual membership, add a link for combined AMHCA/IMHCA
  - iii. Board members are all administrators. We can add content to the newsletter page.
- h. Government Relations- Kacey Peterson & Kenneth Cameron Discuss
  - i. Kacey –
    1. Decide what we want Wendy Rickman from DHS (under Chuck Palmer) to present on. We want to avoid a complaint session. Give her direction on what to report on. DHS and managed care issues. What she wants to communicate to mental health professionals and perhaps be a part of the round table discussions with the lobbyists. A Breakout with AMHCA lobbyist with Emily. Kacey believes she will be in support of this.
    2. Licensure rules (iii.) Changes to the Iowa code. Kacey has an email of current code and proposed changes – this will be emailed to the board. These are proposed changes, not yet voted.
    3. Met with Check to close gap with mental health professionals and DHS, open to solutions. Needing additional mental health training for social workers discussed. IMHCA could partner with DHS to discuss gaps in education, training DHS staff perhaps. When a mandatory report comes in, pending county what each county does is different and they are looking at getting things more standardized between counties. Promote our members and LMHC's as a whole. Kacey invited to be a part of DHS collaboration group in the future, Kacey was very welcomed at the first meeting.
    4. Medicare reimbursement – How to educate what Mental Health Counselors are and what we do. Need a grass roots level instead of leaving it to AMHCA only to fight for us.
      - a. Table after Kacey's meeting on 10/17/16. Request for Kacey to bullet point what things we can do at our level or as individuals. Also, discuss what our agenda goals are after bringing in Jim from AMHCA and what they need from us at a grass roots level.
    5. Iowa board of behavioral science has limitations. They cannot do anything about individuals who are not licensed; those get sent to the attorney general's office with the sited code issue. The Des Moines Register ran an article about treating PTSD with veterans. One group was a church group was one and one was a Wildwood Ranch out of Winterset (not master's level or trained to treat individuals and animals not certified, saying they were more effective than play therapy, etc.).

They were not treating them with licensed professionals (or being assessed appropriately) which was a concern. LMFT's also had a concern, we joined with them and we can generate a letter with them.

- a. Vote to generate this letter with the LMFT after reviewing the concerns (Emily Piper brought these issues to our attention) through email.
- ii. Discussion on what we would like to do legislatively at the conference specific to Wendy Rickman and the possibility of Jim, Emily, and the IMHCA Government Committee hosting a breakout. Need to identify goals with both to keep us on track and to ensure the outcome is what we are hoping for.
- iii. Proposed rules by IDPH and impact to LMHC and LMFT clinicians. Opportunity to meet with Chuck and Wendy. What would we like to focus on? What about potential training of DHS staff? Inclusion on working boards? Need volunteers to do these things before we can offer.
- iv. Joint complaint to the Iowa Board regarding questionable by some groups in Iowa not licensed to practice mental health. Thoughts/concerns?
- v. Review of the Provider Project Reference Guide and discuss the delegation of tasks and/or any concerns about possibly needing to scale back and focus energies elsewhere. Review student-led initiatives including things like locating additional resources for members to access.
- vi. Review of 2017 Legislative Agenda Goals with an opportunity for feedback by board members. Are we addressing all member needs, and how do we plan to promote ourselves as an organization? AMHCA involvement and final decisions on what will appear on white pages during the session. Do we want to run a public awareness campaign promoting federal legislation relating to Medicare reimbursement or continue to work behind the scenes to address this?
- vii. Update on all leadership goals (connecting with the VA and various media outlets, sending a rep to the board, linking technology -- Whitney and I have been in touch and I have some additional resources for Jason now).
- i. Ethics – Leanna Brady – no updates
- j. Nominations - Julie Hewitt
  - i. Scholarships – not a huge outpouring of applicants for the scholarships. Cardboard checks for the scholarships.
  - ii. Student applications process for scholarships – Getting the Universities involved. Drake most involved, UNI's contact wants to help us out Darcy Davis-Gage, who at University of Iowa. Use the Mail Chimp List – 450 people on that one list. Jason will send an email out after Julie sends him two separate emails in January (scholarship and mental health Champion). Voting by email through survey monkey.
  - iii. Increase the scholarship amount and only one scholarship. Also increase to three conference scholarships and one professional conference scholarship. Increase to a 1,000 dollars for 2017. Vote for one scholarship only, six yes, 2 no. Motion passed for moving to one 1,000 scholarship. Voted, 3 conference scholarships to either professional or student, all in favor none opposed.

- iv. Mental Health Champion award – Send out the description to the board members, post description on the website under the newsletter, and clarify a way to nominate.
- k. Member at Large - Anthony Ferguson & Kenya Randall-Rocha – no updates
- l. Fundraising Golf Tournament – Don Gilbert
  - i. Hole sponsors – Anthony Ferguson and All of us must try to obtain hole sponsors.
  - ii. Dickson Golf involvement again this year –not recommended - Golfers put their money towards them, thinking it was more towards IMHCA.
  - iii. Tournament sponsor? – Anthony Ferguson
  - iv. Gold sponsors – See Flyer from Don (end of October )
  - v. Donations for raffle-
  - vi. Breakfast sponsor – Kristy will get breakfast and lunch
  - vii. Lunch sponsor – Kristy will get breakfast and lunch sponsors.
  - viii. Volunteers’ coordinator – Dawn Wirtz
  - ix. Registration table/ Taking payments – Jessica Romey, Dawn, Julie
  - x. Radio, promotion at conference, communication on social media -
  - xi. Raffle table/silent auction – Julie in charge
  - xii. Golfers/foursomes recruitment – Kenneth Cameron
  - xiii. Set up and Clean-up crew –Anthony for set up, all for clean up
  - xiv. Registration forms for golfers – Don Gilbert creates
  - xv. Flyers for advertisement – Don Gilbert creates
  - xvi. Registration form for sponsors – Don Gilbert creates
  - xvii. Awards for champs, longest drive, closest to pin, longest putt – Julie
  - xviii. Hole in one - yes
  - xix. Sponsors listed on Web, set up and manage golf event on web – Jason Stark
  - xx. Golf signage and printing -
  - xxi. Dixon golf- not recommended using again, misleading for participants about where the money was going to. Silent auction – yes, but not the items that needed to be mailed back if not purchased
- m. Networking and Communications – Kyla Loucks – Tabled until January, not present
  - i. Facebook
  - ii. LinkedIn
  - iii. Blog??
  - iv. Portfolio update?
- n. Membership – Jessica Volk (until another person takes this over)
  - i. Ideas for conference table - Signage and table skirt, Don looking into quotes on this.
  - ii. Membership drive?
  - iii. Do we want to do another raffle for Facebook, LinkedIn, new members?
- o. Student Member – Dawn Wirtz & Lauren Sebek
  - i. Speaking to intro students – No dates set to speak to students. Anthony willing to go to UNI to speak.

