



June 5, 2020
COUNCIL OF LEADERS MEETING MINUTES

1. Call to Order and Roll Call (3:05pm)
*highlighted positions present

2. Adoption of Agenda

Smith moves to adopt agenda, Jillian seconds, ayes have it.

3. Approve minutes from last board meeting: March 5, 2020

Smith moves to approve minutes, Jenny seconds, ayes have it

4. Executive Committee Reports = 12 minutes total

- a. **Executive Director's Report** (*Jacq Landa Herring*) - 2 minutes

Jacq reports budget and strategic plan has been the biggest items she has been working on (details in her board report). Jacq reports the budget is on 8-9 month increments since it is based off of what we make in the conference. Jacq reports the plan is to do things in the next 6-8 months that will not cost us money such as looking into the website and potential new website that would have conference features, little more expensive but wouldn't be making a change until after the conference. Jacq reports the new accountant that will do the bookkeeping with Treasurer still having control of the money. Jacq states she has been working with Steve on committees for next year. Jacq reports the listserv is busy every week, trying to only send 1-2 things out a day so we don't spam the list. Jacq states the divisions and committees always have priority.

- b. **President's Report** (*Lori Lodge*) - 2 minutes

Lori reports still working with IBOL on the impaired professional committees as well as the informed consent committee which they have a draft submitted to IBOL, waiting on approval. Lori reports the Executive Director evaluation and feedback was completed. Lori stated she attended the Western Region meeting reporting there is grant money we can apply for to help with leadership development.

- c. **Past President's Report** (*Brian Smith*) - 2 minutes

Brian reported he coordinated with the Executive Committee to answer questions or provide input as requested. Brian stated he scheduled a meeting with ACA in March about what counselors should consider as to the isolation measures due to

COVID, switching to Telehealth, etc and sent out a message to ICA membership with the results of that meeting.

- d. **President Elect's Report** (*Steve Moody*) - 2 minutes
Steve reports he has been focused on LDI and committees. Steve stated they decided to push LDI out due to COVID and for optimal timing in the future to more of a March time frame to give a little more time for divisions and committees to bring in people and build leadership positions as well as more time for transitions, elections, etc. Stefanie Corbett asks if she can receive that info if it does not happen this year. Jacq reports still holding something in August to provide information. Steve reports helping committees to develop budgets and what they want to do in the coming year and get everyone on the same page in regards to their plans for the year.
- e. **Treasurer's Report** (*Kalin Morely*) - 2 minutes
Kalin reports this time of year she will be sending out emails to divisions for their tax forms as they are gathered in August. Kalin reports sending Jan01-Jun30 dues to each division. Kalin reports she will be sending out invoices to each division for their \$150 website dues. Kalin states she is transitioning out of her role with the new Treasurer coming on July 1, 2020.
- f. **Secretary's Report** (*Michelle Hopkins*) - 2 minutes
Michelle reports taking minutes and posting them to the website after approval.

5. Division President's Reports - 2 minutes each = 14 minutes total

- a. **IACES** (*Jessica Henderson*)
Jessica reports they sent out a letter to IBOL, concerned about providing distance counseling and asked for clarification and hoping to continue to develop a relationship with IBOL. Jessica reports they held a distance supervision webinar which was well attended. Jessica states they still have positions open for people to apply for.
- b. **IALGBTIC** (*Jen Moore*)
Jen reports elections are going, looking to fill President Elect position. Jen stated they sent letter out about standing out against police brutality. Jen reports they also sent out a lot of resources and hopes people reflect and utilize them and need to consider our own level of interactions. Jen reports they donated funds to BLM and Loveland Foundation (mental health for black girls and women). Jacq reports she will be sending out resources as well.
- c. **ICDA** (*Garrett Nilsson* - *New President WELCOME!*)
Garrett reported the training conference was postponed with no plans for reconvening an in person conference. Garrett reports they have discussed monthly webinars using the speakers they had lined up for the conference and having distance features for the next conference. Garrett states they have received several nominations for Leadership in Career Development Award and will be making plans to announce and recognize a recipient and those nominated. Garrett reports they are seeking Treasurer, Treasurer Elect, Secretary and President Elect.
- d. **IDASERVIC** (*Stefanie Corbett* - *New President WELCOME!*)
Stefanie reports a monthly webinar on the 4th Saturday of every month providing support for issues related to IDASERVIC, had two so far (40 registered at the first one) have them on the back end of their monthly meeting. Stefanie stated they are doing this for the next 3 months and then to reschedule Heal the Healer event for next spring. Stefanie reports they are looking for a new secretary.
- e. **IDAMFC** (*Jenny Lamb*)

- Jenny reports they have started co facilitating peer consult groups with IMHCA. Jenny states they had a test run with zoom and got positive feedback. Jenny reports the next one on the 10th of June. Jenny reports they voted to start updating and amending the bylaws. Jenny states needing more leadership for next year, primarily needing a president elect.
- f. **IMHCA** (*Jillian Winters*)
Jillian reports hosting peer consultation once a month partnered with IDAMFC and have transitioned to Zoom ethics trainings with positive feedback for the offerings and ability to meet with counselors across the state. Jillian reports they recently voted to amend their bylaws which haven't been done for 10 years. Jillian states she is working on transitions in IMHCA.
 - g. **ISCA** (*Randi Bratten*)
Randi reports they just announced President Elect Elect Chris Manly as well as one other board position that may be opening up.
6. Officer & Committee Reports - 2 minutes each (excluding Conference) = 27 minutes total
- a. **Nominations & Elections Chair** (*Brian Smith*)
Brian reports elections are finalized. One nomination for President Elect but they backed out and the Executive Committee and is working on soliciting for an appointment. Brian asks divisions if they have anyone who wants to run for President-Elect they can self submit and is confident we will have someone in office by July 1st, 2020. Brian reports everything has been in accordance with the bylaws and policies and procedures.
 - b. **Awards Chair** (*Brian Smith*)
Nothing to report
 - c. **Bylaws Chair** (*Dean Allen*)
Dean states he got his first question this morning but there is nothing else to report.
 - d. **Conference Chair** (*Anne Siron*) - 4 minutes
Anne states to make sure you have sent who your new president will be since she will be contacting them with conference updates. Anne reports spring rate decided to extend to June 20 because of where numbers were. Anne states they are offering a refund due to a COVID reason. Anne states proposals are currently open and have received some proposals so far but have not received any preconference proposals. Anne asks if you know of anyone who would be good please either send her an email or reach out to the person you think would be good to submit. Anne reports the Division Distinguished Presenter is open and has been sent to divisions., deadline on August 1st, 2020. Anne reports there are 2 options for this year's conference: Option 1 in person conference and find ways to stream the conference. Option 2 cancel in person conference and only do live streaming (more complicated since we have already put the deposit down on the space). Stefanie Corbett asked about getting on the email list for conference meetings and updates. Anne provided email she was sending out to and that meetings are currently done virtually. Jacq is currently working on forms in a shared google drive with each division can see who is in what position.
 - e. **Media Chair** (*Anne Siron*)
Anne reports we have items with the ICA logo if divisions want to do giveaways and that she is happy to post on Facebook at any time for any of the divisions.
 - f. Professional Development Chair (*Amirah Nelson - New Chair WELCOME!*) **ABSENT**
 - g. Leadership Development Chair (*Denise Jensen*) **ABSENT**
 - h. Membership Chair (*Kelsi Woodburn*) **ABSENT**

- i. **Strategic Planning Chair** (*Stephanie Breitenstein*)
Stephanie reports membership and strategic planning put together a survey and sent to the Executive Director for review and to put into survey monkey. Stephanie states any questions you'd like to add to that, you can send them over. Stephanie reports working with Cade to develop a walking survey for the conference and volunteers willing to do that. Stephanie reports she doesn't think a cochair is necessary and asked if Sean wants to step up or she can step up but that one person is appropriate for the role. Steve to check in with Sean.
- j. **Public Policy and Legislation Chair** (*Kelsey Allen/Cade Kirkhardt*) **ABSENT**
Lori reports they got the dates for the next Legislative Lunch which will be the early part of March. Lori states they had a lobbyist this year and was a learning year for how to be more effective in the coming years. Jacq met with Kelsey to talk about the ED taking over the logistical planning so they can focus on reaching out to the legislators and work as intermediaries to the division.
- k. **Human Rights Chair** (*Cathi Jarvis*) **ABSENT**
- l. **IBOL Representative** (*Darla Trent*)
Darla reported she attended May 28, 2020 IBOL meeting and this summer they are doing a review of the statutory code. Darla states it has to be submitted by August 14, 2020. Darla reports there was a subcommittee formed to reach out to associations. Darla states the next meeting is July 30, 2020 which will be virtual. Darla reports IBOL discussed the informed consent and said it looked great, voting on it at the next meeting.
- m. **Graduate Student Representative** (*Megan Brewer*) **ABSENT**

7. Old Business

ACCOUNTING UPDATE (*Jacq*)

Jacq reports July 1, 2020 the accountant will take over the bookkeeping.

8. New Business

ANNUAL ADMINISTRATIVE STRATEGIC PLANNING & OPERATING BUDGET (*Jacq*)

Jacq reports the budget documents shows last year's budget and the differences. Jacq states she gutted the budget and spent the time looking over transactions and rebuilt a budget. Jacq states she created two budgets. Jacq states Budget 2 which is a small, no spending budget and then in August at COL vote to move to Budget 1 once we know what conference registrations are. Jacq states membership has been off with 300-400 lapsed members, and is hesitant to push since people might not have money right now. Jacq hopes at the November COL present the wishlist budget if the conference has done really well and improve membership benefits. Jacq offers to give people numbers if they haven't looked at the document. Jacq states usually we'd be at 102k operating budget, Budget 2 puts us at 52k operating budget as we may be in a position to not spend money this year.

Steve moves to approve Budget 2 as presented, Jillian seconds the motion. Ayes have it.

LDI UPDATES: Questions for Steve & Jacq

No one asked any questions.

CONFERENCE UPDATES: Questions for Anne & Jacq

No one asked any questions.

9. Adjourn

Brian moves to adjourn the meeting at 4:10pm with Stefanie seconding, ayes have it.