

ICA Council of Leaders Meeting  
January 21, 2010  
ICA Annual Conference  
Doubletree Riverside-Boise, Idaho  
Reported by Stacy Roberts

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Members Present: Lori Fairgrieve (ICA President), Linwood Vereen (ICA Past-President), Sue Holmes (ICA Executive Director), Stacy Roberts (ICA Secretary), Kay Lisenbe (ICA Treasurer), Susan Perkins (IDAMFC President), Janet Allen (IMHCA President), Larry Lutz (Bylaws Chair), Heather Tustison (Conference Chair), Erin Mackey (Media Chair)

1. Call to order:
  - a. 7:28 pm President Lori Fairgrieve called meeting called to order
2. Approve minutes from the November Board Meeting
  - a. Motion made to approve November Board Meeting Minutes by Erin Mackey
  - b. Motion second by Linwood Vereen
  - c. Motion Passed
3. 2010 ICA Conference Update-Heather Tustison & Sue Holmes
  - a. As of meeting time 88 participants registered for preconference; 258 registered for conference
  - b. Membership has increased from 360 to 420
  - c. Anticipating a \$15,000 profit from conference
4. Future ICA Conference updates—Lori Fargrieve
  - a. 2011 – Conference
    - i. Theme: Charting a Revolutionary Course: Navigational Tools for Counselors
    - ii. January 19-22, 2011 at the Red Lion in Pocatello
    - iii. Participants may register for an early rate of \$99 during the 2010 conference
  - b. 2012 – Conference
    - i. Theme: Revolutionary Counseling: Innovations in Transformation
    - ii. Held in Boise
  - c. 2013 – Conference in Coeur d’ Alene
    - i. Washington Counseling Association’s Mark Young, along with several other western region states (i.e., Montana, Oregon, etc.) have sent a proposal to partner with ICA next time we are up north to combine resources and man/woman power in order to offer a bigger, broader conference up north.
    - ii. If successful, WCA would like to make it a regular, collaborative venue when ICA is scheduled to be up north.
    - iii. Board discussed importance of keeping conference in Boise every other year, so these collaborative conferences would take place only when the conference in held in the northern region of the state
5. Division Updates
  - a. IMHCA would like more time to meet during the conference with the IMHCA board and members—Janet Allen

- i. This conference there is one hour scheduled for division meetings
    - ii. IMCHA would like to have a two hour block to meet
      - 1. Request that the two hour block doesn't conflict with socials
      - 2. ICA will examine schedule to look at working in more time for divisions to meet during next conference
        - 1. Possible solution is to have the divisions meet on Thursday evening in place of ICA board meeting
        - 2. ICA board would then meet on Wednesday evening for their board meeting prior to the start of the conference
  - b. 2010 Division Conferences/Workshops Schedule
    - i. ICA is requesting all divisions' scheduled events
    - ii. ICA will develop master calendar so everyone can participate in others' events
6. Committee Chair Updates
  - a. Committee Chair reports emailed prior to meeting
    - i. AWARDS Committee: Linwood Vereen
      - 1. Need to continue to work to recognize peers-
      - 2. increased number in scholarship applications both professional and students
      - 3. Very few nominations made for awards
        - 1. Next year, awards chair will check in with each division and university requesting nominations
        - 2. Increase focus of getting information regarding making nominations out to members
    - ii. Media Chair: Erin Mackey
      - 1. Newsletter
        - 1. Would like to have a feature story in each newsletter
          - i. Every quarter a feature story will be designated for each division. Division will be highlighted and calendar of their upcoming events will be posted
          - ii. Feb-May: Featured division will be IDAMFC and their workshop in March
          - iii. IMHCA will be highlighted in May
        - 2. Will request to have people throughout the state to submit articles for newsletter
      - 2. PC Projectors
        - 1. Interested in purchasing PC Projectors for use at the conference
          - i. No longer rent these for conference
          - ii. Can find refurbished or used ones to use at conferences
        - 2. Heather stated that we had to limit breakout sessions based on the number of projectors that we have available. This year is the first year that we had 7 or 8 proposals turned away. Would like to accommodate increase of proposals and renting extra projectors is too expensive
        - 3. Lori requests that Erin research this and submit a proposal to go out prior to our next board meeting and we could review it at the next board meeting
    - iii. IDAMFC: Susan Perkins

1. IDAMFC is conducting a needs assessment
  2. Focus on not just serving their members, but all counselors doing marriage and family work
  3. Request that board members respond to their surveys and encourage others to respond as well
7. 2010 ACA Legislative Institute – Washington, D. C.
- a. PP&L position has been vacated
    1. Linwood-the PPY&L Chair has resigned. We need to fill the position and need to send someone to this institute.
  - b. Endorse new candidate to go
    - i. The Institute will be held February 22<sup>nd</sup> and 23<sup>rd</sup>
    - ii. Kay Lisenbe has expressed interest in attending-Linwood approved
  - c. ACA Leadership Development Institute in DC
    - i. Held last week in July
    - ii. ACA will provide grant money to assist with sending individuals: ICA will apply
    - iii. Linwood has goal of sending 3 representatives
      1. ICA would pay for these with support of pooled funds, scholarships, etc
      2. Would like to see divisions represented as well as ICA
8. 2010 ACA Branch Awards
- a. Best Innovative Practice
  - b. Best Leadership Development Project
    - i. Linwood has nominated IDAMFC's Greenhouse Project
    - ii. Should hear results by the end of January
9. ICA Conference Reimbursement Standards: Will be reviewed at next meeting
10. Discuss the need to have Bylaws Chair rewrite and submit new bylaws regarding more efficient procedures to hold elections via an email vote rather than mailing out ballots via the USPS.
- a. Significant cost savings: Estimated savings of \$300-\$400 a year for ICA by avoiding printing & mailing of ballots
  - b. Predict increased number of responses when elections are held electronically
  - c. **Motion made by Linwood Vereen:**

**Add to the bylaws: Nominations and elections may be conducted electronically and/or via US mail**

    1. Erin seconded the motion
    2. The motion passed
  - d. Larry Lutz will rewrite that portion of the bylaws and submit to ACA for review
11. Reminder: Divisions Need to Submit Current By Laws to Sue
12. Database Update: Sue Holmes
- a. Sent out 15 emails to other states to ask how they maintain their membership database and to explore easier ways for ICA
    - i. Many states use EXCEL, but Illinois uses a more advanced program. Sue is having trouble finding a replacement at this point. We're outgrowing our database, but

we don't have the money to purchase a large program—there may be other options.

- ii. She is going to continue to research this. She will come back to board with a proposal and cost estimate.

### 13. Membership Renewals: Sue Holmes

- a. Continuing to have complaints from members around renewals
- b. There is only one expiration date allowed in database, despite when their division membership is due—there is a lot of confusion around this.
  - i. Suggestion made to make renewal date on members' birthday & prorate dues
    - 1. After discussion, determined it might be too difficult to coordinate
    - 2. May be other solutions with different database
  - ii. Divisions are sending out their own renewal notices on top of ICA renewals
    - 1. If divisions are sending out renewals of their own, may be shorting members the option to join ICA & other divisions
    - 2. Concern expressed over losing members & appearance of disorganization
    - 3. Confusion for members who are receiving multiple renewal notices
      - 1. ICA sends out renewal notices to ALL members-even if they don't belong to ICA
      - 2. If members receiving renewal notices from ICA & other divisions it creates confusion to receive multiple renewal notices asking for payments to be sent to multiple addresses (i.e. ICA and division membership chair)
    - 4. Not all division renewals are being reported to ICA, therefore master database is not accurate
- c. IMHCA may want to take over their own membership database
  - i. ICA questioned if it is because IMHCA receives money from dues twice a year
    - 1. ICA offered to disperse dues more frequently, if needed
    - 2. Janet stated she didn't believe money was an issue
  - ii. IMHCA would like current database of members
    - 1. If all memberships go through ICA then ICA does have current database
    - 2. This database is sent to all divisions every month
  - iii. IMHCA is going to discuss this issue at its board meeting –Sue offered to attend if needed
- d. Sue will check into other database options and continue to report to the board

### 14. COL and Committee Chair open positions and possible candidates/nominations

- a. Open Positions: President-Elect, Leadership Development & PP&L
  - i. Kay Lisenbe expressed interest in holding PP&L Position
- b. Call for nominations will go out at conference and listserv
  - i. Information will be available at the luncheon
  - ii. ICA doesn't want to have just counselor educators as president
    - 1. We need to mentor people who are currently volunteering and having them envision their future with ICA
    - 2. A lot of branches are now doing co-presidents

1. Lori Fairgrieve & Heather Tustison interested in having a co-presidency together for 2011-2012 year and then Heather would take over presidency the following year
    - i. Sue is going to check if this violates our bylaws
- c. Sue points out that division officers need to be members of ACA, ICA and national division or we are out of compliance

15. Other/New Business

- a. ICA has been approached by other branches who are interested in attending our LDI
  - i. ICA will consider this for upcoming LDI
- b. PSR workers: Lori Fairgrieve
  - i. There is presently no certification or licensure process for PSR workers in Idaho
  - ii. Who is going to oversee these workers?
  - iii. Licensure board would like PSR workers to have their own board
    1. Handout: Draft of Legislative Bill
    2. Licensure board would like it to go through this legislative session
    3. Licensure board has requested feedback from ICA.
      1. If each division could read proposed bill then give Lori a statement she'll summarize it and submit it to the licensure board
      2. The licensure board will meet on February 7<sup>th</sup>

Motion to adjourn by Linwood Vereen

Motion seconded by Heather Tustison

Meeting adjourned at 9:28 pm