

GCCA Minutes • June 14, 2018 • Central Georgia Technical College

Present: Shubha Chatterjee, Dorothy Morgan, Chris Wheelus, Katie Bigalke, Amy Laughter, Alicia Dorton, Gina Barthelemy-Morton, Cheri Mattox-Carroll, Evonne Jones, Erica Madoni, Angie Wheelus, Brittany Bing, Elizabeth Humphrey, Andre Griggs, Tonja Simmons

Absent: Shawntell Phoenix-Martin

Call to Order and Welcome

Minutes: The minutes were submitted earlier by email for review. A second hard copy was provided by secretary Cheri Mattox-Carroll. A motion was made by Angie Wheelus to accept the minutes. Brittany Bing seconded. Minutes approved.

Treasurer Report: Amy Laughter reported that \$10,406.17 was the current balance after a \$270 deposit was made to the account February 9 to include a membership fee. The previous balance was \$10,714. A workshop subtracted \$400.00 which included two honorariums. The May statement had not yet arrived. Ms. Laughter reported an honorarium was requested with the amount to be determined. Moving forward, members should anticipate a higher cost for King and Prince services. CMC Global costs will also increase. It was noted that planners be mindful of honorarium charges versus funds coming in. While \$200.00 is considered the flat fee, consider a lesser honorarium for speakers who are members of GCCA. Consider pro bono speakers as well. Consider beginning with a smaller honorarium offering. Monies should be turned into the treasurer. If items are to be purchased, the member should purchase items and turn the receipt(s) into treasurer to leave a paper trail. It was suggested as a way to gain more funding is to gain more members. Erica Madoni suggested producing a pamphlet for promotional purposes. Elizabeth Humphreys indicated she had postcards made for the earlier September Suicide Coalition which also promoted the 2018 GCCA conference. In other business:

- Postcards advertising next conference at the King and Prince with ‘save the date’
- Similar swag with ‘save the date’ information
- Purchase a memento for speaker at GCCA
- Utilize GCCA swag throughout the year
- Use creativity in designing and producing cards that would outline benefits of being a member of GCCA

Cheri Mattox-Carroll made a motion to accept the treasurer report, Elizabeth Humphreys seconded the motion. All in favor. Motion carried.

Listserv: About 185 subscribed to the listserv reported Andre Griggs. He indicated that number will increase with workshop participation. Regional reps were to encourage persons to join when they participate in workshops. Some asked to be removed from the listserv while two students asked to join listserv. Membership fee listed via online form though there is currently no means for online payment. New or returning members must pay separately through the mail. Four total memberships that are new. Memberships are not established until payment received. A suggestion was made to monitor and encourage renewals by some means such as invoicing since there is nothing in place now. "Your membership is coming due" notice or listserv reminders were suggested. "Submit your membership fees" or "Attend the conference" reminders perhaps in December and a week before the conference. No system in place and no capability through listserv on site. Spreadsheet would need to be utilized. It was noted that it is not always clear that conference attendance includes membership fee for the year nor the benefits of being a member. Currently members are manually entered so no automatic system in place and there is no clear method of crosschecking members who renew through the conference or join at other points during the year, such as through workshops or other means. PayPal accounts for membership dues could be considered at a later date. Ms. Humphreys agreed to look into various payment methods. Ms. Laughter will electronically send invoices.

In other business, forms for membership, CE request for programs, sample templates for workshops, honorarium request and other business forms available on the GCCA website. Angela Wheelus made a motion for the listserv report to be approved, Erica Madoni seconded the motion. All in favor. Motion carried.

Social media/website report: The chair will enable president grant form closer to conference. Administration rights is still Haley Reed. This will be changed shortly. Facebook garners few new friends while Twitter has low traffic.

CE Report: Shubha Chatterjee and Dorothy Morgan hosted events. Tara Holdampf has a couple of one hour events in Douglasville and Floyd. Social media presenter. School counselor outreach to come in for an activity this summer with no charge. May consider a Cartersville event fall. A request to send an update to Ms. Humphreys for website and Facebook promos was made. Reach out to private practice. Mr. Wheelus indicated that forms available online and

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payment system work well. Andre, Ruth Chris handled the CE events well. Sign in and evaluations turned in to Mr. Wheelus as soon as possible. Zero Suicide Conference: No certificate to date. Partnership agreement with NBCC. \$200.00 official CE grants for Toward Zero Suicide conference. Have not heard from the 3-year audit. Ms. Wheelus made motion and Ms. Humphrey seconded to accept CE Report. All in favor motion carried.

Fundraising Report: A total of seven vendor tables will be allowed on second floor at GCCA conference registration site. Can add additional tables on other floors. \$500 per table and no more. No sponsors for breakfast at this time. Business luncheon: mindful of the time required for all vendors to speak though it is important to grant the floor to vendors during assembled meetings. May not be welcome breakfast but split between lunches or Friday breakfast. A motion was made to approve the fundraising report. Motion seconded. All in favor. Motion carried.

Awards and Nominations: Angie Wheelus introduced awards and nominations. Discussion centered around a more succinct awards ceremony without narrative piece to limit time spent. Master level new students launching in August: student and president grant introduced earlier to increase awareness and promotion. It was suggested to post narratives on website to increase nominations and to learn what others are doing. Continue \$250.00 presidential grant from last year to cover (2) room and board and conference. Ms. Wheelus made a motion and Ms. Barthelemy-Morton seconded the motion to retain the \$250 grant award. All in favor. Motion carried. Trophy shops: Continue with GCCA logo. Consider a shift to modern globe awards.

Old Business: No old Business

2019 GCCA Conference. Erica Madoni reported on the following topics:

- Currently there is no interest in a vendor sponsoring breakfast.
- There will be an update on form for keynote speaker travel reimbursement in the amount of .54 per mile.
- Plug and play speakers --3 per room – might be purchased for the next conference estimated at \$25.00 each from a vendor such as Walmart. Prior to approving this purchase, more information will be obtained

- The three laptops utilized by the GCCA conference are aged and require a software update. There is little opportunity to sell the computers. Though it could be feasible over time to purchase laptops, it was agreed that each presenter be required to bring his or her laptop for presentations. Most schools will have checkout out system to borrow a laptop for professional use.
- Ms. Madoni created postcards with ‘Save the Date’ conference dates. It was discussed whether a registration date might be included though the cards have been printed. January 30-February 1, 2019. The card can be distributed but also posted on the website with the registration date. Cards can be sent to area contacts
- Keynote speaker discussed. Thommi Odom could be a possibility. Currently teaching in South Carolina. Will offer a \$200 honorarium and travel expense but Ms. Odom would pay for conference or exchange honorarium for conference fee. Meals would be covered. She is being considered as progression from president grant winter to doctoral recipient to professor for master level students.
- Will arrange for ethics and pharmacology speakers
- Suggested a raffle for free GCCA conference registration that could be offered at the Zero Suicide conference. GCCA will be a vendor at the September conference. Ms. Wheelus made a motion to support the raffle, Evonne Jones seconded. All in favor. Motion carried
- Discussion also ensued for a review of the current cancellation policy. Some form of policy and procedure should be revisited for GCCA conference attendees who cannot attend for situations outside their control to include illness, family emergencies, and so on. Perhaps consider moving conference payment from one year to the next instead of the participant forfeiting the entire conference fee.

Regional Representative Reports

Central: Tonja Simmons will have a program led by Keith London on behavioral addiction. It will be sent in for review and approval. This joint program will be sponsored by Ms. Simmons and Ms. Dorton. Training on document event: putting out feelers. Ms. Bigalke may have a presenter who is former Mercer graduate.

Southern: Shubha Chatterjee reviewed her latest program in which 65 participated and 30 persons requested and paid for CEs: \$500 was obtained. She discussed various topics such as opioids and schizophrenia. She has collaborated with Tift Regional and psychiatrist Abhinav

Saxena for her presentations. Another presentation at ABAC on June 22: Ethics and Risk Management in Telemental Health.

Midwest: Gina Barthelemy-Morton reported on contacts made at the end of March in regard to suicide training. She mentioned that she had garnered several contacts from face to face interactions with colleagues in region.

Northwest: Dorothy Morgan reported on counselor self-care presentation by Don Carson at GA Highlands in Cartersville in June. Tara Holdampf will have presentations in Douglasville and Cartersville later this year. As a result of the presentation, participants added to listserv and membership forms for two new members were obtained.

Mideast: No report

Northeast: Evonne Jones spoke of Mental Health First Aid in regard to possible GCCA sessions though CEs cannot be offered. Animal therapy intern may offer sessions but is not licensed; however, a master degreed present can offer CEs. Must have a master's degree in counseling, social work, psychology, etc. Spoke of connections with Ridgeview Institute and a partnership being considered to sponsor a lunch and collaborate with partners in the community. Chris Wheelus reviewed criteria for CE, levels 1, 2, 3. When seeking speakers, one must understand the credentials and match what NBCC requires.

Coastal: Katie Bigalke reported on Multiculturalism and Ethics presentation in August before licensure updates.

At large: Alicia Dorton reported a partnership with Tonja Simmon

Discussed a possible topic: The Opioid Epidemic: "Where we are now?" and "Schizophrenia: An Evidence Based Review".

With no new business, a motion was made by Ms. Mattox-Carroll to adjourn the meeting. Ms. Laughter seconded the motion. All in favor. Motion carried. The meeting was adjourned at 12:10 pm.

The next meeting will be October 12 at Central Georgia Technical College in the board room at 10:00 am.