7/16/16 – LPA Executive Council Meeting

9:00 AM - Dr. DeGrange called the meeting to order.

May 15, 2016 meeting minutes were approved – Drs. Nelson and Costelloe abstained as they hadn’t seen the minutes.

EC Members in attendance

Lucinda DeGrange, Ph.D. - President

Julie Nelson, Ph.D. – President Elect

Gail Gillespie, Ph.D. - Secretary

Charles Burchell, Ph.D. – Treasurer

William “Gig” Costelloe, Ph.D. – Director

Darlyne Nemeth, Ph.D. – APA Council of Representatives

Kim VanGeffen, Ph.D. – Director, Professional Affairs Chair

Constance Patterson, Ph.D. – Director

Amy Henke, Ph.D. – Director, Public Education Chair

Cindy Bishop – Executive Director

E.C. Members not present

Lacey Seymour, Ph.D. – Past President

John Fanning, Ph.D. – Director

Not in Attendance

Bryan Gros, Ph.D. – Social Media Chair

Michele Larzelere, Ph.D. –Federal Advocacy Coordinator

Fernando Pastrana, Ph.D. – Diversity Chairman

Others present:

Carolyn Weyand, Ph.D. – Ethics Chair

Joe Tramontana, Ph.D. – Chair of Workman’s Compensation Committee

Hunter Hawkins – Intern for Checkmate Strategies

Convention Committee – Dr. DeGrange reviewed the conference financials comparing 2015 and 2016, which showed increased revenue for 2016 (see attached). There was discussion of continuing to offer CE to LPCs and LCSWs at all LPA events. Dr. Nelson made a motion to follow Keesey’s Rules of Order and Dr. DeGrange indicated that LPA already utilizes Keesey’s. Fall workshop upcoming was reviewed regarding who has proposed to present.

President Elect – Dr. Nelson indicated that LPA organizational development began in 2009 when then-LPA president Judith Levy reportedly refused to allow members to have a meeting. A bylaws revision occurred in order for this to happen. Running for president is due to her desire to make changes happen for LPA. In the area of organizational development she sees necessary changes. She will ask for help on a motion to be made to engage and empower members. She indicated that there are lots of administrative committees, but only a few member-created interest groups (e.g., Katrina workshop, The Southern Psychologist, etc.) which Dr. Nelson indicated results in low member involvement, poor reputation of the organization, and destructive conflicts that are unresolved. Her SWOT analysis showed that 90% of the members said LPA is not good at growing membership as a result of – in her opinion - an autocratic organizational style. Her motion is for organizational redevelopment, she is asking others for help, and they are stepping up. Dr. Nelson indicated that she observes LPA to be a reactor type of organization. Dr. Nelson said that the motion is to engage special interest groups that come from member interest. She discussed moving forward on the Speaker’s Bureau and organizational redevelopment in which all members guide themselves - bottoms up, evidence-based, process-focused, and brand-focused. She wants Dr. Patterson and Dr. Burchell to be on this slate of redevelopment. She is asking for full consideration and support of her plan. Dr. DeGrange indicated that if this motion passes then membership fees would change. Ms. Bishop indicated that there would be ramifications that would need to be discussed if membership fees change. Dr. Nelson recommended $99 for first-time members. Dues are currently $275 for members and $200 for first-time members, and a $99 membership fee is not sustainable for LPA. Dr. Nelson indicated that the task force will get together and work out the details. Dr. Costelloe indicated that the current membership application doesn’t make sense and needs to be reviewed.

Treasurer – Dr. Burchell and Ms. Bishop reviewed the membership financial report (see attached). 137 active members for 2016 - 31 who have yet to renew. A mailing was sent out, as well as an email recommending renewal. LPA picked up 41 new members. At present, LPA has a total of 169 members plus 8 corporate members. There are 674 prospective members throughout the state. PAC contributions are $2875. $20,684 is in checking, $5300 in savings, and two CDs - $10,287 and $10,354. $11,220 is from membership dues. $1555 in century. $28,025 was collected in 2016, with a grand total of $40,353. 2016 budget is $50,000 for membership dues and we are at 80% of the budget. Ms. Bishop reminded the EC that when she started there was only $500 in the LPA bank account. The LPA has monthly obligations of $2500 a month for Ms. Bishop and $2000 a month for Kevin Hayes (lobbyist).

Ms. Bishop put forth a tentative policy on finance policy and procedure regarding a threshold for expenditures without two signatures. Dr. Nemeth recommended that LPA adopts this policy, which was provided by Ms. Bishop in a handout. The E.C. voted to support the policy but added that the EC should take a closer look at the threshold. Dr. Nelson amended the motion for the purpose of fiscal responsibility to temporarily adopt the policy with a deadline by the end of the year. Dr. Nelson indicated that $2500 seems high, and recommended an amount of $500 or above requiring two signatures. Dr. DeGrange indicated that a task force can work out such details. Dr. VanGeffen asked if the finance committee has access to the online accounts and Dr. DeGrange indicated that she can access the account online. Ms. Bishop is setting it up so that Dr. Burchell can also have online access. All were in favor of this motion and the motion carried.

Executive Director – Cindy Bishop discussed LPA financial roles and responsibilities. She stated that the 990 tax return is due on May 15 and we have obtained an extension for August 15. Anyone can go on Guidestar.org and all nonprofit taxes are listed. She looked at all tax returns and 2012 was missing. She filed it and LPA received a bill for $3000 for late fees. The IRS dismissed the penalty once Ms. Bishop wrote in an explanation. Ms. Bishop indicated that this year’s SLC conference provided good information – one of which was a suggestion for association renewals to be set up for auto pay and an opt-in option. Dr. Burchell moved for an opt-in option for auto renew and all approved unanimously.

Secretary – Dr. Gillespie discussed that the LPA manual of roles and responsibilities was in the works. Dr. Nelson moved to convene a task force chaired by Dr. Gillespie for policies and procedures and customs, and for this manual to be made available to members. Ms. Bishop indicated that there is a listserv for presidents of state associations (SESPA), and an executive director from South Carolina has a policies and procedures manual.

Continuing Education. Dr. Gillespie discussed the Speaker’s Bureau and the need for a committee and a different way to market it so that it can come into fruition.

Executive Director –Ms. Bishop discussed the importance of having a conflict of interest statement that the IRS requires whereby it is stated if there are any financial interests the organization has not disclosed, etc., which is signed by all board members. Dr. Tramontana mentioned Division 31 listserv for State Provincial and Territorial Affairs.

The E.C. reviewed all current committees and Dr. Tramontana said that typically the first meeting of the year is when chairs appoint committee members. Ms. Bishop said Sarah Heath (Checkmate Strategies) will look at membership applications and see who has marked what areas they are interested in and forward this to the respective chairs. Dr. Weyand indicated that the ethics committee is to advise members and not to offer a legal opinion. Ms. Bishop said it’s modeled after APA and all state organizations have such a committee. Dr. Henke said there is concern about others giving opinions. Ms. Bishop said she’d check with APA attorney, Susie Lazara. Dr. Weyand said Dr. Bobby Kizer will be on the ethics committee. Dr.VanGeffen indicated that there are other committees from APA that LPA isn’t holding. Dr. VanGeffen has assumed some under Professional Affairs and LPA should review this list. Dr. VanGeffen will send the list to Dr. DeGrange and Ms. Bishop. Dr. Nelson recommended checking with Dr. Marc Zimmerman about his concerns, and this committee should go in the LPA manual.

Dr. Tramontana indicated that Dr. Henke is Public Education (PE) chair and a director. In the past LPA had Public Education chairs who were not directors and it was reportedly voted that the PE chair would fall under Public Affairs. Dr. Nelson asked for a list of all committees and Ms. Bishop indicated that members are not yet appointed to some committees. Dr. DeGrange indicated that sometimes it’s only the chair that does everything. Drs. Nelson and Costelloe indicated the need to recruit members into committees, and also bring in people who have expressed an interest in certain committees. All agreed that LPA needs to do a much better job at organizing committees. Ms. Bishop reviewed LPA as an organization. She discussed reviewing legislative bills affecting LPA. Cindy discussed her four staff members and what they do. She reviewed the chart of the Executive Council as well as the list of committees. She indicated that Dr. Henke is an LPA director and still awaiting LSBEP board appointment. If she is appointed her director seat will be available. She discussed that LPA board members have a fiduciary responsibility. She reviewed the legislative report (attached).

It was discussed that in the past the CE chair only recently did fall conferences. Dr. Nelson said the convention committee should all work together and moved that the CE chair and Drs. Nelson and Costelloe can pull together and so that there’s continuity over time with conventions and workshops. There needs to be a policy in place for the convention committee and LPA should be proactive in seeking what members’ needs are, as well as the creation of a methodology for continuity to assist our educational products are quality. Dr. Nelson made a motion to develop a task force to reassess the structure of the convention committee and educational services that LPA provides and the motion was passed. Dr. DeGrange discussed that the fall convention planning was underway.

APA Council of Representatives – Dr. Nemeth indicated that Dr. Michele Larzelere was elected into this position, which will begin January 1, 2017. Dr. Nemeth has been in this position for six years and will be passing on a lot of information. The APA Board of Directors with 7 people voting spent a few more million dollars for Hoffman to correct his own errors. Dr. Nemeth has made one last effort to lower the GRE cutoff scores to be heard in August under new business. APA discourages the use of cutoff scores in considering admission for minorities. The motion will be to get rid of all cutoffs for all programs everywhere. APA can’t mandate it, but can discourage it. Dr. Nemeth suggested that there are currently not enough African American psychologists to assist in what’s going on in Baton Rouge. Drs. Janet Matthews and Dr. Nemeth have been identified as chairing the APA convention in 2017 in Washington DC. Dr. Nemeth had it approved through APA that the travel costs for this position from all the state associations is now funded by APA.

Diversity Committee – Dr. Fernando Pastrana was not present. His position encourages diversity in all aspects of LPA – leadership, conferences, ethnic, sexual orientation, religion, etc. It should be thought about in all discussions. LPA wants to increase membership diversity.

Early Career Psychologist – Dr. Amy Henke spoke on behalf of Dr. Michelle Moore – ECP chair. ECP recently had a committee meeting. They created a formal statement to endorse and adopt regarding the proposed EPPP-2 testing. Dr. Nelson requested feedback or suggestions for what to do for the spring convention with ECPs. It was suggested that the poster presentations begin in the morning, then awards come later so the students stay for the duration of the conference. It was suggested that students pay a $20 registration fee, otherwise it’s not financially unsustainable. The desire is to have some posters included from licensed psychologists or academicians, but with awards only going to students. ECP discussed the possibly of incorporating a few 15-minute oral presentations of current research. The way that posters are judged will be changed so that there is only a time in which the judges are in the room with students without the rest of the membership present, which makes judging difficult. It was also suggested that CE credit be given for the hour in which members attend the poster session. Dr. Christof Leonhard (Director of Xavier Psy.D. program) asked LPA to accept literature reviews and ECP was against this. Long-term brainstorming was discussed regarding getting trainers involved – approaching graduate programs to talk about poster submissions. Someone with the ECP committee will create an outline for what the outreach would look like.

Legal and Ethics Chair – Dr. Carolyn Weyand. She recruited Dr. Bobby Kizer and wants two more who have expertise or interest in ethical issues. Dr. Weyand desires an ethics presentation at the convention with broad and inclusive topics, and wants a blog for ethics on the website.

Legislative Committee – Dr. DeGrange. Cedric Richmond (D) and Garrick Graves (R) have a bill presented Wednesday to address provision of police training on de-escalation tactics and non-lethal weapons. They also want to create a new office in the Department of Justice regarding the training of police officers. It’s a bipartisan bill proposed to the U.S. congress. LPA needs to communicate our support of this bill. Dr. Nemeth made the motion to do so. Dr. Nelson suggested that Dr. Burchell and Dr. Bonner (police trainer) can possibly first review this bill. Dr. Nelson suggested a task force headed by Dr. Burchell to review the bill to determine if LPA should endorse it. Ms. Bishop will check with APA to determine if they have a stance on this. Motion carried without opposition.

Ms. Bishop discussed the legislative report done by Kevin Hayes. Five parishes were added to call the coroner upon admission. The House of Representatives received the recommendation to acknowledge the awards for Dr. Susan Jensen by the Senate, and the ECP award for Dr. Seymour. Also there is an award for Angela Keys (not an LPA member) who was chosen as Tulane’s recipient of psychologist of year. Discussed was raising of age of juvenile offenders – currently 15 and older - to 17 or possibly 18 for those held in juvenile detention. Previously, if accused of a crime it was handled in adult courts and juveniles were sent to an adult facility.

Professional Affairs – Dr. VanGeffen.

The Professional Affairs committee includes LPA members who serve on various APA task forces as well as those members who serve on different Louisiana boards and commissions. As chair, Dr. VanGeffen serves as LPA’s liaison to the LSBEP. LPA has been invited by LSBEP to attend their monthly public hours and has been appreciative of LPAs collaboration with them. Dr. Gillespie suggested that Dr. VanGeffen appoints someone who can attend the public hours when she is unable to do so. Dr. Nemeth suggested Dr. Fernando Pastrana. Dr. VanGeffen also noted that LSBEP has invited representatives from LPA to serve on its own task forces (e.g., LPA was represented on the LSBEP school specialist task force). Dr. Gillespie also suggested that LPA invites its members to provide questions or comment for LSBEP. Dr. VanGeffen informed the EC that Louisiana law requires that psychologists retain patient records for six years. She said that LSBEP is considering registering psychometrists and psychological assistants, although there has been some resistance by Louisiana Psychologists. Dr. Henke asked whether LPA was going to take a position on this issue. Dr. VanGeffen noted that LSBEP holds an annual long-rang planning meeting. The 2016 meeting will be in November, although the date has not yet been sent. Dr. VanGeffen plans to attend this meeting on behalf of LPA.

Public Education Chair – Dr. Amy Henke – The idea behind the public education chair is to educate the public on what psychologists have to offer. The Public Education Chair is under Public Affairs. APA would send out a press release and local people can send this out to different media outlets (e.g., tax season destressors). Dr. DeGrange reported that she did an interview after the recent theater shooting in Lafayette, and called TV stations in BR and NO after the Orlando shooting. She also pitched to talk about LGBT issues but they didn’t pick it up. Mind Body literature was handed out at legislative day at the capital. This is an APA-directed committee. 25% of membership dropped out so now funding that normally goes to state association meetings is not there. Public Affairs shares APA information to psychologists, and Public Education shares information to the public. Roles and tasks need to be defined and to see what’s being overlooked.

APA Federal Advocacy Coordinator - By January 1 someone has to be appointed. This person goes to SLC and also coordinates the meetings with the legislators. At present, Ms. Bishop is doing this.

New Business

Dr. Weyand – Desire to change the name of legal and ethics committee to ethics committee. Dr. Costelloe made the motion and all agreed. This is not in the bylaws.

Dr. Amy Henke discussed the EPPP-2 and will send the EC a copy of the draft letter. She made

a motion to endorse the ECP’s opposition the EPPP-2 which states that any additional expense for trainings is unacceptable. There is no evidence to suggest that having to pass the EPPP-2 results people becoming better psychologists (see attached). ECP is urging APA and the state licensing board to oppose this bill. The letter was composed by Dr. Henke on behalf of the ECP feedback she received. Dr. Nemeth said this needs to be introduced to the APA council in new business and caucus and she will help, but Dr. Larzelere will have to carry it out. Dr. Nemeth is secretary of state and provisional licensure for APA. She suggested it should also be sent to the APAGS and given to incoming APA president, Dr. Tony Puente. Amy moved that the EC adopts the letter. All agreed, no one opposed.

Membership Chair – Dr. Gros was absent. Ms. Bishop said Dr. Gros is putting together his committee. There are 750 licensed psychologists in the state. Ms. Bishop has checked other state organizations and they say we are doing better in most states. Dr. Nelson is willing to work with Drs. Gros and Costelloe on what assessments need to be done with membership. Dr. Nelson needs a focus group to assess motivations and needs of the members and will create items for a survey. She is trying to figure why people don’t sign up as members. Drs. Gros and Ms. Bishop are trying to increase membership. Dr. Weyand said outreach is needed. Growing membership is a long-term goal and LPA needs to do a membership drive. Dr. Patterson suggested writing a personal note on some of the renewal letters that will go out. Dr. Costelloe is having problems with the process, which seems to be more important than the content. He wants LPA to pull back and look at everything for membership. Dr. Nelson agrees that LPA should recruit by personal interest from numbers. Ms. Bishop reported that she has been in association management for a long time, and the orthopedist association of which she is a director has an 80% retention, and the childcare association of which she is a director went from 200 to 1500 members in 7 years. Dr. Henke amended Dr. Nelson’s motion to have Drs. Nelson, Costelloe, and Gros lead a committee to explore survey data to recruit and retain membership, and send a letter to all psychologists to welcome and inform members of benefits and goals. This letter is to be reviewed by the EC. All agreed, and the motion carried. Dr. Patterson will assist Dr.Gros in writing the letter. Ms. Bishop has a template.

Julie’s motion (see attached) – “create a system of engagement and empowerment of members, as an action-research methodology for organizational diagnosis and development of the psychology community”. Ms. Bishop warned against bringing down the dues so low, as LPA just increased the membership dues last year. She suggested removing any comment about money from the motion. All approved the motion, with no opposition.

It was discussed to do a LSBEP welcome for new licensees at the fall convention. LPA used to provide a nice packet welcome on how to join LPA which was given as they exited oral exams. Dr. VanGeffen suggested that Ms. Bishop asks Jamie Monic if this could work. We can still mail them a packet even if they say no. Some states have a party in which they acknowledge all new licensees. This could fall under membership recruitment.

Parliamentarian discussion – Dr. Nemeth wanted a discussion about this process. The idea is that someone has to read Keesey and keep us on track and it’s not the president who does this. Dr. Nemeth made a motion to have a parliamentarian. Dr. Nelson suggested all read Keesey’s parliamentarian procedures. It indicates that the role of the president is to preside. It would be helpful if the EC studied this guide in order to assist each other. Dr. Weyand suggested we should all know these rules. Dr. VanGeffen has abridged copy she can scan and email to all. Dr. Costelloe suggested that some groups rotate who the parliamentarian is. Dr. Nelson suggested that Keesey’s rule said that she is supposed to do this while the president is making motions. Dr. DeGrange said she doesn’t believe we need a parliamentarian. There was a motion that we have a parliamentarian for all business meetings of the association. Four were in favor and five were opposed to appointing a parliamentarian. Julie made a motion that we all read Moderate Parliamentary Procedure by Ray Keesey. 8 in favor. One opposed.

Fall workshop – invitation to Senator Bill Cassidy to speak at lunch on October 8.

Midyear dues were discussed and one person joined in June and wanted fees reduced. Members need an education process whereby they know LPA has been working for you those six months. It needs to be on the membership form when exactly membership starts. Dr. Nemeth suggested that we invite Charles Boustany to the workshop. It’s crucial for him to be supportive of LPA-supported legislation such as psychologists to be considered physicians in Medicare.

Dr. Nelson – Chair of annual convention is always the job of the incoming president. The date of March 17-18 is set, but she indicated that this is in the first quarter (bylaws say 2nd quarter is when the convention is held) and also St. Patrick’s Day.

PAC – Dr. VanGeffen need help as the PAC is floundering and needs a PAC committee. She wants this on the agenda for the next EC meeting. Object to her management.

It was agreed to set future meeting dates over email.

Meeting was adjourned at 4:00