



**ALABAMA COUNSELING ASSOCIATION**  
**"Celebrating Professional Counselors"**  
**Leadership, Advocacy, Collaboration, Commitment**

**Executive Council 2018-19 Summer Meeting Minutes**  
**Friday, June 22, 2018**  
**Auburn University at Montgomery**  
**Library Tower 10<sup>th</sup> Floor**  
**Montgomery, AL**

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**Minutes taken by:** Dr. Juanita Barnett

Attendance: Per Sign-in Sheet

Nancy Fox, Monica Mack, Leslie Weaver-Martin, Juanita Barnett, Lisa Patterson, Sheryl Smith, Shirley Barnes, Amy Davis, Pam Tippit, Doris Vaughans, Tiffany Alexander, David Marks, Teneshia Sanford, Amanda Dickey, Claudia Calder, Elizabeth "Kelley" Mautz, AnnaGrace Baldwin, Theresa Mitchell, Ronda Westry, Elizabeth Hancock, Chris DaSambiagio-Moore, Laura Hodges, Marjorie Baker, Meg Smith, Darlyce Bundy, Tommy Turner, Stephanie Howard, Sheryl Smith, Carolyn Thomas, Vincent Hinton, Carolyn Liggins, Starrah Huffman, Wanda Langley, Eddie Clark, Chippewa Thomas, Margaret Fox, Katharine Nichols, Judy Childress, Kenya Bledsoe, Ashley Brown

**EXECUTIVE COUNCIL MEETING**

**Call to Order / Welcome / Introduction**

- ALCA President Dr. Monica Mack called the meeting to order at 9:58am.
- She welcomed everyone to the summer meeting and AUM. Apologies were said for the mix up with the building location. Everyone introduced themselves and their role with ALCA executive board.

**Reflection by Dr. Laura Hodges**

- A selection from Chicken Soup for the Soul was read.

**Determination of Quorum**

- President Mack determined ALCA had a quorum, with the assistance of Parliamentarian, Dr. Shirley Barnes.

**Approval of Minutes**

- Chris DaSambiagio-Moore with ALGBTICAL inquired about the past-president report and specific wording. Shirley Barnes stated that we had no authority to make changes to the report as it was the past-president's choice of wording.
- Motion made and second for minutes to be approved.
- Minutes were approved.

### **Approval of Agenda (with flexibility)**

- It was motioned, seconded, and voted on to approve the agenda with flexibility.

### **President's Report – Monica Mack (Report Submitted)**

- Reminded everyone of the theme for the ALCA Conference: “Celebrating Professional Counselors” – Leadership, Advocacy, Collaboration, Commitment.
- Participated in ACA Southern Region Branch conference call on June 10<sup>th</sup>.
- Attended Fall Conference Planning meeting in Birmingham.
- Plans to attend the leadership training with ACA on July 10-13.

### **Parliamentarian – Shirley Barnes**

- She is staying above water with the bylaws to ensure that we are doing what we are supposed to do according to the bylaws. Requested we keep discussions about topics to a minimum.

### **Executive Director's Report – Nancy Fox (Report Submitted)**

- The ALCA office continues to process membership and are receiving request by phone and email. Funds continue to be deposited.
- The office has received requests from students about insurance. Students must follow up with an email. After joining ALCA student members may request insurance information by sending an email to [alca@alabamacounseling.org](mailto:alca@alabamacounseling.org).
- Continues to work on the ALCA conference. Had a meeting at the host hotel last week. Registration for the conference is now open and will be posted on the website. Reservation for the hotel is on the website and the code is AK09AC.

### **Conference Chair Report – Starrah Huffman (Report Submitted)**

- The ALCA Conference will be on November 14<sup>th</sup>-16<sup>th</sup>, 2018.
- Chapter and division meetings will be held in specific rooms and time slots. If you want to organize any type of food or beverages for your meeting, please contact Necoal Driver. All expenses for meetings are to be made by your chapter and/or division, as it is not funneled by ALCA.
- Please have plans for your meeting to Necoal Driver by August 1<sup>st</sup>.
- If you want table for your chapter or division, contact Necoal Driver by August 1<sup>st</sup>.
- A list of chapters/divisions that contacted her was provided and a list was passed around the room for chapters/divisions interested in having a table.
- Be reminded that food can not be brought in at the conference.
- Oct 15<sup>th</sup> is the last day Necoal Driver will accept orders for conference.

### **Program Chair Report – Leslie Weaver-Martin (Report Submitted)**

- Right after the meeting today, we will have the program chair meeting to decide what sessions will be included for the conference. Acceptance and rejection letters will be sent out by mid-July.
- Working on two things: 1) LPC Round up for LPCs to come together and discuss topics pertinent to LPCs. In last year's conference feedback, there were several suggestions related to LPCs and their issues.
- The deadline will be in the Fall for presenters to have their PowerPoints and/or handouts available to be posted on the website.

- Many proposals were from students. There was some discussion regarding the feedback received about participants' concerns with student presenters, and the implications of such presentations.

#### **Ad/Exhibits Chair Report – Jerri Lynn Morrow – (No Report)**

#### **Other Conference Reports – (No Report)**

#### **President-Elect's Report – Leslie Weaver-Martin**

- Will be traveling to DC in July for the leadership conference.
- Monica Mack and Leslie Weaver applied for a scholarship to assist with travel expenses and were awarded.

#### **Past President's Report– Tomeka McGhee (Report Submitted)**

- To date, there have been no names submitted for the position of the ALCA Publication Editor, other than Dr. Clark.
- Circle of President's Reception – This reception is held at the Annual Conference. I will be reaching out to past presidents during late summer or early fall and working in collaboration with the Conference Chair.

#### **Nominations and Elections – Tomeka McGhee**

- The selection of Nominations and Elections Committee is almost complete. Information packets will be sent via emails to Committee members around early-to-mid July. All nomination packets will be sent on or before September 15<sup>th</sup>.

#### **Strategic Planning – Tomeka McGhee**

- There are no new developments regarding the Strategic Plan posted on the ALCA website.

#### **Journal Editor's Report – Eddie Clark (Report Submitted)**

- Currently seeking manuscripts for publication of the ALCA Journal.
- Deadline for submission for the Fall 2018 edition is September 15<sup>th</sup>.

#### **Treasurer's Report – Lisa Patterson (Report Submitted)**

- Three financial reports handed out to executive board: summary report, spending out of our annual budget, and comparison report.
- ALCA is in good financial standing.
- Rebates check will be mailed and handed out to chapters and divisions.
- Motion was made and seconded for treasurer's report to be approved with the right to audit.

#### **Historian's Report – Sheryl Smith (Report Submitted)**

- Pictures will continue to be posted on the ALCA Facebook page.
- The photo record from the spring retreat is also posted on the Facebook page.
- Further discussion regarding the expansion of social media presence on other platforms will continue with board, as appropriate.

#### **Chapter/Division Coordinator – Vincent Hinton**

- Stated he was honored to work with Michael Lebeau as co-chair.
- They will convene again with chapter division and presidents during the conference in November.

### **Division Presidents' Reports**

#### **ALACES – Yulanda Tyre (Report Submitted)**

- President Tyre has been working with Latofia Parker for the election of officers. Elections will be sent out for voting via the ListServ in the next 2 weeks. This process has proven to be a bit more challenging than expected this year.
- ALACES is also in the proposal and planning process with ALSERVIC, ALAADA, ALDARCA for the fall conference.

#### **ALAMCD – Claudia Calder (Report Submitted)**

- Since spring retreat, ALAMCD has developed a board and are still recruiting for a Historian.
- Met with a NAMI representative to conduct mental health first aid training.
- Have begun sending out a newsletter via the listserv.
- Working on planning workshops for the fall and spring.

#### **ALASERVIC – Carol Thompson – (No report)**

#### **ALASGW – Carrie Hemmings – (Report Submitted)**

- ALASGW Board met in June and discussed goals, website, bylaws, and newsletter.
- Devised plans to increase membership involvement.
- Will collaborate with CSI in AUM and Auburn for a service project.
- Dr. Thomas informed board that Carrie Hemmings is the chair of ASGW in the states.

#### **ALCCA – Leslie Weaver-Martin – (Report Submitted)**

- Continues to seek out leadership and have a president-elect for next year.
- Plan to have a table at the fall conference and assisting with the break as requested.

#### **ALDARCA – Kelly Mautz – (Report Submitted)**

- Working on increasing membership communications through the website and online training opportunities. Currently looking for speakers for trainings.
- Will be co-hosting a breakfast at conference with ALASERVIC.
- Plans for a member drive through recruitment materials and the development of quarterly newsletters.

#### **ALMHCA – Lisa Patterson – (Report Submitted)**

- President stated plans for upcoming conference such as: table at conference, badges/ribbons on name badges, mixer at conference for ALMHCA members, and co-sponsoring a luncheon with another chapter/division.
- Working on securing speaker for November luncheon and spring workshop.
- Website is up and progressing.
- First meeting scheduled for July.

**ALSCA – AnnaGrace Baldwin – (Report Submitted)**

- First meeting was held on May 19<sup>th</sup>
- Finalized steps and working to maintain relationship with ASCA and ALCA
- Three of the presidents will attend ASCA’s Delegate Assembly, Leadership Development Institute, and Annual Conference next month.
- Planning for Critical Issues in September and regional workshops across the state.

**ALAMFC – Theresa Mitchell – (Report Submitted)**

- Had a meeting in June.
- Goals to establish a Facebook page, implement a member spotlight platform, and increase member activity.
- Still recruiting for leadership.
- Making plans for table at fall conference.

**ALCDA – Ronda Westry**

- Plan to have a meeting in July.
- Have leadership positions to fill.

**ALAAOC – Michelle Johnson – (No Report)**

**ALAADA – Elizabeth Hancock**

- Working with others for an event during the fall conference.
- They have a meeting scheduled for next month.

**ALGBTICAL – Chris DaSambigi-Moore – (Report Submitted)**

- Planning an workshop for July 27, 2018.
- Recruiting members to serve on the board.
- Read a statement to the board about concerns regarding the May 2018 ALCA Executive Council Meeting Minutes. This statement is attached with the submitted report.

**Chapter Presidents’ Reports**

**Chapter I – Amy Davis – (Report Submitted)**

- Working on fall workshop for September 21<sup>st</sup>. Speakers and topic to be determined.
- Chapter 1 & 2 discussing a joint social event.
- Working to submit a full slate of nominees for awards at ALCA.

**Chapter II – Pamela Tippit – (Report Submitted)**

- Has officers for all positions on their board.
- Goal is to increase member engagement,
- Working together with chapter 1 on a social event.

**Chapter III – Doris Vaughans – (Report Submitted)**

- Board met on June 19<sup>th</sup> and determined several goals to increase chapter enrollment and participation.
- Planning a Kick-Off Social in September.
- Plans to have a information table and gift drawing during fall conference.

- Planning a spring ethics workshop in April.
- Need help with social media and discussed a Gmail account specific for chapter III.
- Looking forward to a great year of collaboration, empowerment, and togetherness.

#### **Chapter IV – Tiffany Alexander – (Report Submitted)**

- Has started the 2<sup>nd</sup> Tuesday monthly meeting on June 12 with 15 people in attendance.
- Awards Chair, Treasurer, and Historian are in position. Will be voting on president-elect and secretary positions next week.
- Will have a table at the conference.

#### **Chapter V – David Marks – (Report Submitted)**

- Excited to announce a new website (ALCA5.org) to increase communication and membership; while also using MailChimp.
- Will host a Fall Workshop on Sept 20<sup>th</sup> and Spring Workshop on March 1<sup>st</sup>. Topics are pending with a goal of 6 hours of PD or CEU.
- Google hangouts being used for meetings.

#### **Chapter VI – Melanie Ward – (No Report)**

#### **Chapter VII – Teneshia Sanford – (Report Submitted)**

- Had a social on June 9<sup>th</sup>. The turnout was minimum due to weather conditions.
- Summer executive board meeting schedule for July 23<sup>rd</sup> to discuss fall training, award nominations, plans for the year, and fall conference.

#### **Chapter VIII – Michelle Krulewicz-Dees – (Report Submitted)**

- Working to get everyone acclimated to their leadership positions.
- Plans to update their systems and processes for social media pages.
- Working on development of a Facebook page, an EC retreat for June to plan, and a summer training.
- Members of Presidential line brought back information from a Leadership Conference.

#### **Chapter IX – Amanda Dickey – (Report Submitted)**

- Goal is to increase membership participation and members.
- Planning on annual ethics workshop to be held in February 2019.
- Recruiting slate of officers for current year.

### **Committee Chairs' Reports**

#### **Awards & Resolutions – Lynn Boyd and Laura Hodges**

- Some chapters/divisions have not submitted contact names.
- Nancy Fox went over awards deadlines.

#### **Government & Professional Relations – Necoal Driver and Marjorie Baker**

- Marjorie stated, humanity is the goal for this group and we are here to build each other up.
- Ethically, we must advocate and stand up for anything involving children to include, children being removed from caregivers. We must advocate for that as thousands of

children have been traumatized.

**Current Issues in Counseling – Yulanda Tyre – (Report Submitted)**

- Suicide continues as a significant topic with the loss of Kate Spade and Anthony Boudain. Counselors should assess comfort and skills with this topic. A good resource is <https://suicidepreventionlifeline.org>.
- Immigration is another pressing issue. No matter where you stand, this is an opportunity for us to be a leader, advocate, collaborate or commit to support our hurting community and nation.
- National Yoga Day occurred earlier this week.

**Professional Standards – Tommy Turner – (Report Submitted)**

- There will be NO VACANCIES on the Alabama Board of Examiners in Counseling this year. The next vacancies will be on December 31, 2019. The next nomination process will begin in May of 2019.

**Endowment Fund – Dr. Ingie Burke Givens – (No Report)**

**Leadership Development – Monica Mack and Monica Motley – (Report Submitted)**

- Will send out a request via listserv in July for chapter and divisions to refer one nomination for an emerging leader.
- Working with this year's leader to have activities for first time attendees during the fall conference.
- Will also utilize past emerging leaders to review packets this year.
- Application packets for nominees have been revised.

**Professional Development – Nancy Fortner – (No Report)**

**Ethics – Meg Smith**

- Please be sure to include requirements for LPCs.

**Membership – Darlyce Bundy – (Report Submitted)**

- Total members as of June 15<sup>th</sup> is 1915; including 251 students.
- Chapter/division presidents, encourage members to adhere to information on the registration forms for the conference.
- Detailed reports with chapter and division memberships are available upon request.
- Consider increasing the price of membership at onsite registration so it's a financial encouragement for others to register on time.
- Nancy introduced converge, device to swap card on phone (this is a new business item).

**Graduate Students – Vincent Hinton**

- The announcement has been placed on the website for students to submit their proposal. The deadline is September 21<sup>st</sup> and students will be informed of acceptance on Sept 29<sup>th</sup>.
- Last year, there were 10 schools represented, 46 posters, and 77 students. Goal is to increase those numbers this year.

**Research & Evaluation – Sherrionda (Tasha) Crawford – (No Report)**

**List Serve – Nancy Fox – (See Executive Director Report)**

- The ALCA Listserv continues to be busy with announcements and seems to be running smoothly. If you work with students please encourage them to say yes on the membership application to the ALCA Listserv question because often they call the office and indicate they are not getting announcements. They also call regarding requests for insurance, but if you will tell them to send an email after they join ALCA requesting information about insurance, that is the best way to get insurance information out. Thank you for encouraging students to join ALCA.

**Legal Counsel – Nancy Fox – (See Executive Director Report)**

- Legalese services are still being negotiated. I met with the Dean of a law school in Birmingham and he referred me to someone. Last week I met and discussed Legalese service with this individual and there was interest. I received word yesterday indicating a need to research a bit because as a bar commissioner there is a need to make sure all is well if this opportunity is taken.
- She is not a practicing attorney and is meeting with the Bar to make sure ethically, she'll be doing the right thing.

**NBCC Conference Coordinator – Carolyn Thomas – (Report Submitted)**

- Submitted packet to Alabama Board of Social Work Examiners to be approved as CE provide for social workers.
- Provided number of certificates provided, late, or replaced.

**NBCC Chapter/Division Coordinator – Debbie Grant – (Report Submitted)**

- Continues to be busy approving Chapter and Division workshops for NBCC hours, mailing out NBCC certificates, and monitoring applications.
- Several workshops from April and May have been processed and certificates mailed out in a timely manner.
- Online process seems to be very efficient for those groups sending in approval for workshops.

**State Department of Education Liaison – Wanda Langley for Sean Stevens – (Report Submitted)**

- The AL state DOE has a new state superintendent, Dr. Eric Mackey.
- Counseling and Guidance program involved in Governor Ivey's Alabama Grade Level Campaign, and Sean is on that committee.
- New counselor academy is planned for the fall conference. This year's focus is on mental health.

**Alabama Board of Examiners in Counseling –Gary Williams – (No Report)****Liaison-ACA – Thelma Robinson**

- The ACA Annual Conference will be on March 27-31<sup>st</sup>, 2019 in New Orleans, LA. Registration will open in July.

**Adaptive Needs Accommodations – Andrew Sparks – (Report Submitted)**

- Provided an updated checklist for accessibility when doing programming. Electronic copies included with report and copies also provided to Nancy.



### **Chi Sigma Iota Liaison – Chippewa Thomas – (Report Submitted)**

- Thanked everyone that attended the 2018 CSI posters at ACA.
- Will recognize students and chapter advisors at a reception before poster sessions during the fall conference.
- Hoping to have advertisements to go out and attract others for poster presentations.

### **Retired Counselor Liaison – Katharine Nichols and Judy Childress**

- Judy Childress stood up to say thank you for prayers and support while going through chemo. She is doing well and her body is free of cancer cells.
- Retired counselors will have a reception at the fall conference, and working the registration table.
- Encouraging words were provided for members to connect with other counselors and understand how wonderful the association is for all members.

### **Circle of Presidents – Margaret Fox – No Report**

### **ACA-SR Liaison – Melanie Wallace – (Report Submitted)**

- ACA's Governing Council was pleased with the number of attendees at ACA being over 4,000 attendees. The 2019 Conference is in New Orleans and registration will be open in July 2018. The Southern Region is the largest of the four ACA Regions.
- With recent suicides of Spade and Bourdain, ACA has put additional suicide resources on their site.
- Regarding family separations in the immigrant population, ACA sent a letter to the Trump Administration insisting policies separating children be terminated and other requests. ACA also has resources related to forced family separation.

### **Unfinished Business**

- None.

### **New Business**

- It was moved that the Executive Director and president be allowed to pursue technological and electronic resources to be in place for the fall conference. It was seconded and passed.
- There was discussion about transitioning from hard copies of the minutes to an electronic format to be stored in DropBox or another cloud service. There were concerns mentioned. It was determined that both formats (hard copy and electronic) would be maintained.
- Mr. Hinton stated he and Michael will be working on leadership development with leaders and transitioning.

### **Announcements**

- Nancy expressed thanks to the presidents of chapters and divisions for getting in the financial reports.
- They are in the process of planning a training for treasurers.
- Past conference bags were brought to the meeting and everyone was encouraged to take 1-2 bags.
- Chapter and Division presidents were reminded to get check from treasurer, Lisa

Patterson.

- Chippewa Thomas will be going to Africa for an initiative and is waiting on the Fulbright funds to be able to make her journey to Africa.

### **Adjournment**

- Madame President Mack thanked everyone for coming. Meeting was adjourned at 12:29pm.