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California Association of Marriage and Family Therapists

**CAMFT BOARD OF DIRECTORS**

**MEETING MINUTES**

June 4-5, 2016

Marriott Del Mar

San Diego, CA

*Board Members In Attendance:*

Liz Birch

Bob Casanova, President-Elect

Jonathan Flier

James Guay

Cathryn Leff, Secretary

Mark Perlmutter

Patricia Ravitz, President

Laura Strom, Past President

Chris Trailer, Chief Financial Officer

Katie Vernoy

Curt Widhalm

*Board Members Not In Attendance:*

Danah Williams

*Staff:*

Cathy Atkins, Deputy Executive Director

Jill Epstein, Executive Director

Ron Hynum, Managing Director, Finance and Operations

*Observers:*

Laura Haynes

David Pickup

Robert Vazzo

**I. Call to Order**

President Patricia Ravitz called the meeting to order at 8:30am on June 4, 2016.

## **II. Anti-Trust Compliance**

President Ravitz acknowledged that the CAMFT Board adheres to the CAMFT Policy on Antitrust Compliance.

## **III. Consent Agenda**

Motion (1) – Casanova: Accept the consent agenda.

APPROVED

## **IV. Closed Session**

The Board went into Closed Session at 8:33am on June 4, 2016, to discuss nominees for the Board vacancies. The Board returned to Open Session at 8:57am and announced that Cathryn Leff had been elected Secretary, to fill the remaining Secretary term (2016-2017) and Katie Vernoy had been elected Director-at-Large to fill the remaining Director term (2016-2018).

## **V. Member Open Forum**

Three members participated in Member Open Forum and gave opinions on Sexual Orientation Change Efforts (SOCE) and CAMFT policy.

## **VI. Orientation**

President Patricia Ravitz shared her vision for CAMFT. President Ravitz and CAMFT senior staff then presented a Board orientation that reviewed the Strategic Plan, Roles of the Board and Executive Director, Duties, Board Outreach, Financial Fundamentals, and Board Process.

## **VII. Policies and Procedures**

A. *“Policy on Appointment of Board Members by the CAMFT Board When Filling Vacancies on the Board Pursuant to Bylaws”*

The 2005 “Policy on Appointment of Board Members by the CAMFT Board When Filling Vacancies on the Board Pursuant to Bylaws” was superseded by 2015 CAMFT policy providing more transparency in the appointment process for filling vacancies.

Motion (2) – Trailer: Rescind “Policy on Appointment of Board Members by the CAMFT Board When Filling Vacancies on the Board Pursuant to Bylaws”.

APPROVED

B. *“Policy on Considering Members for Non-Officer Vacancies on the Board”*

The 2015 “Policy on Considering Members for Non-Presidential Vacancies on the Board” needed to be amended to reflect that all officers are subject to bylaws terms regarding vacancies.

Motion (3) –Trailer: Adopt amended “Policy on Considering Members for Non-Officer Vacancies on the Board”.

APPROVED

C. *“Policy on Content of Letters to the Editor for the Therapist”*

The updated “Policy on Content of “Letters to the Editor” for *The Therapist*” specifies that letters must be in reference to content from an issue of *The Therapist*.

Motion (4) – Perlmutter: Adopt “Policy on Content of “Letters to the Editor” for The Therapist”, with requested change to “content” in body of policy.

APPROVED

D. *Executive Director as Designee of Board of Directors*

The Board reviewed bylaw sections that reference a Designee as authorized for certain decisions/actions.

Motion (5) – Casanova: Appoint the Executive Directors as Designee for matters pursuant to the CAMFT Bylaws.

APPROVED

E. *Committee Member Participation Agreement*

The Board reviewed a Committee Member Participation Agreement, for volunteers to sign, which describes Committee Member expectations and acknowledges that failure to meet the expectations may be grounds for removal from the Committee.

Motion (6) – Widhalm: Adopt the Committee Member Participation Agreement, as presented.

APPROVED

**VIII. Executive Director Report**

The Board received written reports on CAMFT Staff/Operations, External Groups, *The Therapist*, Marketing and Public Relations, Continuing Education Provider Approval Program Report, Chapter Relations, and Professional Development.

Jill Epstein, Executive Director, provided an update on the website/database upgrade to camft.org and CounselingCalifornia.com.

The Board reviewed a proposed addition to the “Office Policies” section of the Employee Handbook.

Motion (7) – Trailer: Approved amended Employee Handbook.

APPROVED

The Board was dissatisfied with the CounselingCalifornia.com logo that had been approved by the Public Outreach Committee.

Motion (8) – Strom: Allocate up to \$2000 of unbudgeted funds towards the graphic design of an alternative CounselingCalifornia.com logo.

APPROVED

The new logo designs will be reviewed by the Public Outreach Co-Chairs, Patricia Ravitz, James Guay and Laura Strom. This group will involve the current marketing vendor and agree on one design. That design will be shared with the full Public Outreach Committee and then with the Board. The Board will vote via email on the proposed design. The Board expressed a desire to stay as close as possible to the schedule August launch.

The Board discussed the concept of folding CAMFT Connects into the Chapter Leadership Conference (or possibly CAMFT Leadership Conference) weekend. The Chapter Advisory Council and the Connects Taskforce would meet to further discuss.

Motion (9) – Perlmutter: Adopt the CAMFT Connects Task Force recommendation to integrate CAMFT Connects into the Chapter Leadership Conference.

APPROVED; Opposed: Flier, Leff

Jonathan Flier to be added to the Connects Task Force.

#### **IX. Closed Session**

The Board went into Closed Session at 11:40am on June 4, 2016, to discuss a personnel issue. The Board returned to Open Session at 11:51am.

#### **X. Committee Actions/Nominations**

##### *A. Task Force on Committee Recommendations*

The Task Force on Committees presented recommendations after reviewing the size and purpose of each Committee and evaluating how each Committee contributes to the goals described in the Strategic Plan.

Motion (10) – Guay: Approve recommendations regarding the Annual Conference and Continuing Education Committee description.

APPROVED; Opposed – Leff

Motion (11) – Vernoy: Approve recommendations regarding the Audit Committee description.

APPROVED

Motion (12) – Vernoy: Approve recommendations regarding the Bylaws Committee description, as amended.

APPROVED; Opposed – Trailer

Motion (13) – Strom: Approve recommendations regarding the Certified Supervisor Program Committee.

APPROVED

Motion (14) – Widhalm: Approve recommendations regarding the Chapter Advisory Committee, as amended.  
APPROVED

Motion (15) – Strom: Approve recommendations regarding the Continuing Education Provider Approval Committee.  
APPROVED

Motion (16) – Widhalm: Approve recommendations regarding the Clinical Editorial Committee.  
APPROVED

Motion (17) – Guay: Approve recommendations regarding the Crisis Response Education and Resource Committee.  
APPROVED; Opposed: Trailer, Vernoy

Motion (18) – Strom: Approve recommendations regarding the Elections Committee.  
APPROVED

Motion (19) – Trailer: Approve recommendations regarding the Ethics Committee, as amended.  
APPROVED

Motion (20) – Vernoy: Approve recommendations regarding the Finance Committee, as amended.  
APPROVED

Motion (21) – Vernoy: Approve recommendations regarding the Honors Committee.  
APPROVED

Motion (22) – Vernoy: Approve recommendations regarding the Insurance and Healthcare Reform Committee, as amended.  
APPROVED; Opposed: Flier, Leff, Trailer

Motion (23) – Trailer: Eliminate the Leadership Advisory Council.  
APPROVED

Motion (24) – Strom: Approve recommendations regarding the Legislative Committee, as amended.  
APPROVED

Motion (25) – Trailer: Approve recommendations regarding Nominating Committee, as amended.  
APPROVED; Opposed: Guay

Motion (26) – Vernoy: Approve recommendations regarding the Political Action Committee.  
APPROVED

Motion (27) – Casanova: Approve recommendations regarding the Pre-Licensed Committee, as amended.  
APPROVED

Motion (28) – Casanova: Approve recommendations regarding the Public Outreach Committee.  
APPROVED

Motion (29) – Vernoy: Approve recommendations regarding the Purview Committee.  
APPROVED

Motion (30) – Widhalm: Approve recommendations regarding the Scholarship Committee.  
APPROVED

Motion (31) – Perlmutter: Approve recommendations regarding to the Strategic Planning Committee, as amended.  
APPROVED; Opposed: Perlmutter

*B. 2016-2017 Committee Nominations*

The Board reviewed the nominations presented by President Ravitz.

Motion (32) – Casanova: Approve nominations, as amended.  
FAILED

Motion (33) – Widhalm: Approve nominations, as amended.  
NO VOTE

Motion (34) – Widhalm: Postpone vote for 20 minutes.  
APPROVED

Motion (35) – Widhalm: Approve nominations, as amended.  
APPROVED

Motion (36) – Strom: Amend composition section of Finance Committee, as discussed.  
APPROVED

**XI. Finance**

Ron Hynum, Managing Director, Finance and Operations, presented the financial reports and noted that the current portfolio has a value of \$5.6 million.

Motion (37) – Casanova: Approved the financial reports.  
APPROVED

The Board reviewed a request from the Finance Committee and took no action.

The Board reviewed the Audit Committee report and took no action.

## **XII. Member/Chapter Issues**

### *A. New Chapter*

A group of members is aiming to form a new chapter in Santa Clarita and hopes to submit the requisite material to the Board in September.

### *B. Closed Session*

The Board went into Closed Session at 9:48am to review a Member issue and returned to open session at 9:50am.

## **XIII. Legislative/Advocacy Update**

The Board received written reports on the BBS and state and federal legislation/advocacy and heard updates on CAMFT's 2016 bills. The Board received feedback from the March, 2016, DC fly-in. The Board also received an update on the Texas Medical Association v. Texas State Board of Examiners and TAMFT lawsuit. While the Texas Supreme Court denied TAMFT's request for a hearing, TAMFT is considering filing a request for reconsideration of that denial.

Motion (38) – Strom: Approve up to \$2000 in unbudgeted expenses for CAMFT to retain counsel to provide an amicus letter to the Texas Supreme Court, if needed.  
APPROVED

## **XIV. Open Forum**

The Board brainstormed and engaged in a discussion of the Board process.

## **XV. New Business**

The Board discussed emerging issues for future Board agendas. Items discussed included:

- Develop guidelines for Committee Chairs
- Explore whether CAMFT should offer Special Interest Group/Sections (for a fee) that offer specific CE, resources, and networking opportunities.
- Enhance frequency of CAMFT social media messaging
- Build online CAMFT store with CAMFT-branded merchandise

## **XVI. Adjourn**

The meeting adjourned at 10:34am on June 5, 2016.