



**CONNECT  
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ACHIEVE**

California Association of Marriage and Family Therapists

**BOARD OF DIRECTORS**

**MEETING MINUTES**

June 9, 2013

Catamaran Hotel

San Diego, CA

*In Attendance:*

Guillermo Alvarez, Chairman  
Jodi Blackley, Chairman-Elect  
Antonia Bouyer  
Sharon Duffy  
Leah Flagg-Wilson, Secretary  
Barbara Griswold  
Gayaneh Karapetian  
Larry Langford  
Jondra Pennington  
Mark Perlmutter  
Sandra Wolf, Past Chairman

*Guests:*

Cathy Atkins, Deputy Chief Executive Officer  
Jill Epstein, Chief Executive Officer  
Ron Hynum, Managing Director, Finance and Operations

**1. Call to Order**

The meeting was called to order at 8:30am. Board members and one guest were welcomed. Chairman Guillermo Alvarez acknowledged the Policy on Anti-Trust Compliance. All Board members were asked to review and sign the policy.

**II. Approval of the Consent Agenda**

Motion (1): Approve the consent agenda, without the March 22, 2013, Board meeting minutes.  
APPROVED

Motion (2): Add June 5, 2013 Board meeting minutes to June 8-9, 2013 agenda and approve agenda.

APPROVED

Motion (3): Add Leah Flagg-Wilson as “Opposed” to Motion (8) in the March 22, 2013 Board meeting minutes and approve minutes as amended.

APPROVED

Motion (4): Approve June 5, 2013, Board meeting minutes.

APPROVED

### **III. Orientation**

The Board members provided background on their current clinical setting and then discussed CAMFT’s history, legal aspects of a 501(c)(6) organization, role of individual Board member, and roles/duties of the Board of Directors.

### **IV. Board Outreach/Evaluation**

The Board was asked to submit names of potential future Board members and Committee members. Staff will pursue these members to gauge their level of interest in applying for positions.

### **V. Policies/Procedures**

A. Nominating Committee Charge – The Board reviewed language for a charge to the Nominating Committee. The Board did not reach consensus on language for a charge.

Motion (5): Refer the question of a Nominating Committee charge to the 2013-2014 Nominating Committee and request a proposal for the future.

FAILED TO RECEIVE A SECOND

Motion (6): Table the discussion.

FAILED TO RECEIVE A SECOND

Motion (7): Reconsider Motion (5).

FAILED

Motion (8): Create a Board Task Force to research and develop a Nominating Committee charge and report back at the September Board meeting.

APPROVED

Guillermo Alvarez, Jody Blackley, Antonia Bouyer and Larry Langford were appointed to the Task Force.

B. Policy on CAMFT Board Legislative Visits - This policy specifies that the purpose of legislative trainings and Board visits with legislators is to conduct CAMFT business. The Board agreed to delegate the decision to the Chairman or Chief Executive Officer whether to approve guests for a defined business purpose that could be of benefit to CAMFT.

Motion (9): Approve policy, as amended.

APPROVED

C. Policy on Performance of Board Duties – This policy requires each Board member to consistently participate in Board-related activities, meetings and electronic communications, and perform assigned duties in a timely and professional manner.

Motion (10): Approve policy, as amended.

APPROVED

D. Conflict of Interest Policy – The Board acknowledged that they must disclose any actual or potential financial, business or personal conflict. Board members were asked to review and sign the policy.

## **VI. Committee Reports/Updates**

A. Bylaws Committee – The ballots were counted on June 7, 2013 under the supervision of an independent auditor and the CAMFT Elections Committee. More than 2/3 of the valid ballots cast in the Bylaws vote approved the new Bylaws, officially adopting the new Bylaws

B. PAC Committee - Ms. Epstein reported that the March, 2013, solicitation letter garnered nearly \$10,000 from 229 unique donors. Ms. Epstein reported that the 2nd annual PAC fundraiser reception (held in conjunction with the Annual Conference) attracted approximately 50 guests and led to an organic pledge drive by attendees. Congressman Ruiz has already committed to be CAMFT's "Special Guest" at the 3<sup>rd</sup> annual PAC reception in 2014.

C. Crisis Response Education and Resource Committee Report (CRERC) - Ms. Epstein noted that the Committee will focus efforts on developing a self-study program that communicates the difference between therapy and crisis intervention. The Committee also plans to make changes to the CAMFT website sections that promote crisis response resources.

D. 2013-2014 Committee Appointments - The Board received resumes for each proposed appointment.

Motion (11): Accept 2013-2014 proposed Committee appointments.

APPROVED

## **VII. Proposed Partnerships**

A. Update on Guaranteed-Issue Health Insurance - Western Health Advantage (WHA) will have its second open enrollment period in September for members in its coverage area. CAMFT continues to seek other options for members around the state.

B. EBSCO Business Book Summaries – The product was evaluated by two Board members and it was not deemed to be relevant to members. The Board took no action on pursuing this affinity partnership.

C. TherapistWill - The Board discussed this professional planning document and determined that it could be a good resource for members and recommended that the vendor advertise in The Therapist, submit an article for The Therapist, and sponsor events. The Board took no action on pursuing this affinity partnership.

### **VIII. Member Forum**

Gadi Zohar, LMFT presented his views on the importance of professional wills for therapists, given the legal and ethical obligations for therapists at the time of death or incapacity.

### **IX. Member/Chapter Issues**

The Board reviewed member comments, regarding both process and content, which were submitted during the bylaws voting period.

The Board considered amendments proposed by the Ethics Committee to restore the Non-Board Standing Committee descriptions.

Motion (11): Accept amendments to bylaws as corrected.

APPROVED

(Note: Vic Campbell waived the notice requirement in writing and reviewed the materials via email and approved the proposed amendments, which made the vote unanimous.)

Motion (12): Strike "shall select qualified nominees" from Article V, Section 3(d) and replace with "functions to nominate qualified candidates".

FAILED TO RECEIVE A SECOND

The Board discussed the Policy on Chapters, which will precede the Chapter Agreement (referenced in Article VIII- Section 3).

Motion (13): Accept the proposed Policy on Chapters

APPROVED

The Board directed staff to communicate the Policy on Chapters to Chapter Leaders via a webinar and solicit member comment. This will lead to formal Chapter Agreements, which will be presented to Chapters in early 2014.

The Board discussed the process to upgrade Associate members who now qualify as Clinical Members. Staff will develop a mechanism for these upgrades and will communicate bylaw changes and new Clinical dues to these members.

Motion (14): Direct staff to delay collecting upgraded dues for current Associate members who now qualify for Clinical membership until January 1, 2014.

APPROVED

The Board invited members to make proposed bylaws amendments by August 1, 2013 so they can be considered at the September 21-22, 2013, Board meeting. The Bylaws Committee will meet in August and will make recommendations to the Board on technical and clean-up language. The Board will directly consider amendments that request policy changes and procedures.

### **X. Proposed Project**

No proposals were submitted in advance of the meeting

## **XI. Executive Director Annual Review**

The Board went into Executive Session at 1:40pm and invited Ms. Epstein to participate in the first part of the meeting. The Board returned to Open Session at 3:56pm and announced that they had reviewed the Executive Director's performance, set goals for 2013-2014, and extended the employment contract through December 31, 2014.

## **XII. Executive Director's Report**

- A. CAMFT Staff/Operations Report – Ms. Epstein presented highlights of her written report. She noted that the new database vendor has trained staff and set up new modules to help staff better utilize data and perform more efficiently.
- B. External Groups Update - Ms. Epstein referred the Board to the written report.
- C. The Therapist - Ms. Epstein noted that the Chairman message in the July/August issue of *The Therapist* will include comments about the bylaws.
- D. Marketing and Public Relations Report - Ms. Epstein reported three live, in-studio placements for members had been secured and that hits to CounselingCalifornia.com spiked when these segments aired.
- E. Continuing Education Program Report – Ms. Epstein provided updates on the Annual Conference 2013, Fall Symposium 2013, Annual Conference 2014, Annual Conference 2015, and the DSM-5 workshops.
- F. Chapter Relations – Ms. Epstein noted that Chapter Agreements were discussed earlier in the meeting. She also noted that the Monterey Chapter was aiming to re-activate.

## **XIII. Finance**

A. Financial Reports/Fund Balances – Ron Hynum, Managing Director of Finance and Operations, presented the April financial reports and fund balances. The reserve fund balance as of April 30, 2013 was \$6 million. Mr. Hynum also reported on fund balances for the PAC and Educational Foundation.

Motion (15): Accept the financial reports and fund balances.

APPROVED

B. Finance Committee - The Finance Committee met in advance of the Board meeting. The Committee reviewed proposed expenditures from reserves and advised the Board that both proposed expenditures would fit within the Reserve Policy.

## **XIV. Legislative/Advocacy Update**

A. BBS Update - Ms. Epstein directed the Board to the written BBS reports. Ms. Epstein then discussed the upcoming BBS regulations that will establish the BBS's authority to accept continuing education credits from providers approved by BBS-recognized approval agencies. In order to be considered as a BBS-recognized approval agency, CAMFT must create a process and infrastructure for approving providers of continuing education courses.

Motion (16): Approve expenditure of \$170,000 to create a CE Provider Approval Program at CAMFT.

APPROVED

A call for volunteers for a CE Provider Approval Program Task Force will be sent to the membership shortly. The Board will appoint the Task Force members in September. The Task Force will present the guidelines, policies, procedures and proposed fees to the Board for review in December.

B. State/Federal Legislation Update - Cathy Atkins, Deputy CEO, presented an update on CAMFT-sponsored and other relevant state and federal legislations. Ms. Atkins also discussed efforts to build relationships with Veterans Affairs Centers Department Heads.

Ms. Epstein presented a proposal for CAMFT to partner with AAMFT to retain a research firm to develop a model of the costs to Medicare if private-practice LMFTs were to be recognized providers eligible for direct reimbursement for Medicare.

Motion (17): Allocate \$80,000 toward the proposed Medicare research.

APPROVED

#### **XV. Open Forum**

Board members observed how engaged each Board member was during the meeting. The Board also appreciated seeing staff at the Board reception at the CAMFT office.

#### **XVI. New Business**

The Board requested the following items for a future agenda:

1. Policy on handling affinity programs that are led/owned by CAMFT members.
2. Explore collaborative public outreach via a CAMFT Committee

#### **XVII. Adjourn**

Motion (18): Adjourn meeting at 11:21pm, Sunday June 8, 2013.

APPROVED