

Kentucky Psychological Association

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KPA's Strategic Priorities

Membership	Advocacy	Leadership Development
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Kentucky Psychological Association Board Meeting

Date: December 10, 2021

Time: 1:06 PM–5:16 PM (EST)

Location: Virtual Meeting

Minutes - DRAFT

Present: Rachel Buehner (Outgoing President, Communications Committee Chair, Incoming Past-President); Steve Katsikas (Outgoing, Past-President, PIRC chair); Marianne McClure (Outgoing Secretary, Ethics Committee Representative); Pam Cartor (Treasurer); Steven Kniffley (Outgoing President Elect, Incoming President); Bill Stoops (Bluegrass Region Representative, Incoming Federal Advocacy Coordinator); Anna Duncan (Outgoing Masters Representative); Kristie Schultz (Outgoing Child & Adolescent Representative); Patti Weiter (Outgoing At-Large Representative, Incoming President Elect); Don Rogers (Outgoing Rural Practice Representative); Amanda Wyrick (Outgoing Academic Representative); Maggie Wright (Outgoing, Ohio River Region Representative); Lali McCubbin (Outgoing Education and Training Representative); Rachel Messer (incoming Academic Representative); Theresa Botts (Outgoing, Clinical Interest Section Representative); Shari Kidwell (Appalachian Region Representative); Sarah Nolan (Incoming Masters Representative); Felicia Smith (APA Council Representative, PAC Co-chair); Amy Taylor (Early Career Psychologist Representative) (arrived at 3:38 with prior notice).

Committee Chairs and Liaisons: (non-voting): Beth Simon (Outgoing Membership Chair); Demi Zoeller (Graduate Student Representative); Georgeann Brown (Outgoing Federal Advocacy Coordinator, Incoming Legislative Committee Chair); Ayla Goktan (member of mentorship program); Lydia Murphy (member of mentorship program)

Absent Voting Members With Notice:); A.J. Steele (Outgoing Western- Central Region, Convention Committee Chair, Incoming Membership Chair); Abbie Beacham (Health Psychology Representative); Adrianna Fisher-Willis (Outgoing Diversity Interest Section Representative)

Absent Non Voting Members With Notice: Hannah Heitz (Graduate Student Representative)

Absent Voting Members Without Notice: Aesha Uqdah (At-Large Representative)

Central Office: Eric Russ, (Executive Director); Sheila Schuster (KPA Lobbyist); Sarah Burress (Office Manager); Katie McBride (Director of Professional Affairs)

Vacant Board Positions: N/A

TOPIC	DESCRIPTION	CONCLUSION
Call to Order and Roll Call/ President's Remarks	Buehner called the meeting to order at 1:06 pm (EST). She made initial comments. Board members participated in brief check in.	No motion was made.
Approval of Minutes from 9-10-2021	Minutes were distributed prior to the meeting. No corrections were requested.	Motion was made to approve the minutes. Motion passed unanimously.
Approval of Legislative Board Minutes from 10-14-2021	Minutes were distributed prior to the meeting. No corrections were requested.	Motion was made to approve the minutes. Motion passed unanimously.
Third Quarter Financial Overview	The financial overview was discussed in conjunction with Membership Report, Donors Report, CE Report, and a Financial Review in order to connect the Financial Report meaningfully with board activities. The formal financial report summary is discussed and was voted on below.	No motion was made.
Third Quarter Membership Report	Report was provided prior to the meeting and is attached. Russ reported that membership numbers are strong. Review of the report indicates that 2021 has set a 5- year record for membership. Discussion surrounding importance of tracking diversity so we can be intentional in diversity and inclusivity in our organization.	No motion was made.
Donors Report	Report was provided in advance and is attached. Brief summary of the donors report was provided.	No motion was made.
CE Report	Report was distributed in advance and is attached. In challenging year, Russ reported income for CE events has remained steady. Home study has generated income beyond what was budgeted for. The home study library continues to expand with excellent offerings. The CEPD committee may make some adjustments next year in order to include events of longer duration and events of shorter duration.	No motion was made.

Formal 3rd Quarter Financial Report	Report was distributed in advance and is attached. Prior to this meeting, Cartor reviewed bank statements and credit card statements and reported that all transactions appeared appropriate. Cartor discussed 3 rd Quarter financial report. Board members were encouraged to fully review each financial report and were given the opportunity to ask questions. Cartor indicated that in 2021, operating expenses have been a little lower, and that personnel expenses are on target. Cartor reported that income from grants and donations has been a little higher.	Motion was made to approve the financial report. Motion passed unanimously.
Additional Financial Information	The report summarizing the end of year projections was distributed in advance and is attached. Russ reported that the year will conclude with a positive financial picture. All indicators suggest that there will be a surplus.	No motion was made.
Executive Director Report	Report was circulated prior to the meeting and is attached to the agenda. Russ summarized and discussed. Strategic Priority Membership -Membership is on track. In 2021, an applied membership category has been added and there has been a revision to the Emeritus Category in the bylaws. CE Events have included an updated home study catalogue and the Spring Academic Conference has been refreshed to be the Kentucky Psychology Science Conference (KPSC). The Convention registration was down from 2020. The Convention was able to pivot successfully to an all virtual format and develop a first ever raffle. Strategic Priority Leadership (and organizational) development – 2021 Leadership Academy had notable success. Dr. Buehner will be assuming leadership of the academy and 6 fellows are committed to the 2022 program. KPA received a \$5000 grant from APA for legislative initiatives for the 2022 year. Strategic Priority -Advocacy – In 2021, KPA achieved many of its legislative priorities. Psypact was passed and implemented. Our Ad-hoc board meeting to discuss legislative priorities went well and may be extended to 90 minutes in 2022.	No motion was made.
KBEP and DPA Report	Report was distributed in advance and is attached. McBride reviewed and answered questions. The Public Health Emergency has been extended to January 15. KBEP has been fully staffed. Dr. Brenda Nash will be board chair beginning in January 2022. McBride's resignation as DPA will be effective January 1, 2022.	No motion was made.

ACTION ITEM: 2022 Budget Approval	Russ reviewed 2022 Budget that was distributed in advance and is attached. Board members were given the opportunity to ask questions and discuss budget.	Motion was made to approve 2022 budget. Motion passed unanimously.
ACTION ITEM: 2022 KPA Legislative Priorities	KPA Legislative Priorities, SMI Taskforce Recommendations, KMHC Priorities, and Psychology Day reports were distributed in advance and are attached. Brown and Schuster summarized these documents and facilitated discussion about Legislative Priorities. Brown reminded members that the Board, not the legislative committee, drives information about what bills to prioritize. Updates to KPA Legislation. Board members were encouraged to use the PIRC form to access legislative committee, if a bill comes to their attention, to send this information on to LAT. We were reminded not to assume that KPA has heard of specific bills. Stoops reported that APA 2022 legislative priorities are likely to be the same as, or very similar to 2021 legislative priorities. Psychology day 2022 will be virtual on February 8, and registration is open. Questions can be directed to Dr. Georgeann Brown.	.Motion was made to approve KPA priorities as listed. Vote passed unanimously. Motion was made to approve KMHC priorities as listed. Vote passed unanimously.
ACTION ITEM: Committee Chairs	List for 2022 Committee Chairs was distributed in advance and is attached. Russ briefly discussed the strong leadership of the incoming Committee Chairs.	Motion was made to approve the list of 2022 Committee Chairs. Motion passed unanimously.
EXECUTIVE SESSION: ED Evaluation and Staff Bonus Discussion	Executive session began at 3:49. The following recommendations are offered from the Executive Session: <ol style="list-style-type: none"> 1. Request that Burress locate document for Executive Director self-assessment. Then EC should review the metrics that are in the self-assessment to determine whether to use self-assessment as is, or update and revise. 2. Encourage Executive Director to examine 2023 budget to evaluate employee salary structure to ensure it is competitive. 3. Propose that EC define a structure for developing recommendations for end of year bonuses. 4. Suggest that EC consider including DPA's eligibility for bonuses. 5. Recommend for 2021 year – Executive Director be offered bonus of \$3500 and Staff be offered \$5,916.63 to be divided among Sarah, Samm, and Laura with percentages to be determined by Executive Director 	Motion was made to offer bonuses to staff at the following rates: \$3500 to be awarded to Executive Director and \$5,916.63 to be divided among Sarah, Samm, and Laura with percentages to be determined by Executive Director. Motion passed unanimously. Motion to dismiss Executive Session at 4:39 pm. Motion passed unanimously.

DISCUSSION ITEM: Membership Engagement	Non-voting members met to discuss membership engagement, while voting members were in executive session.	No motion was made.
DISCUSSION ITEM: Finance Committee Update	Cartor briefly reported that the finance committee is scheduled to meet next week.	No motion was made.
DISCUSSION ITEM: Convention Wrap Up	Dr. AJ Steele provided leadership for a strong virtual convention. Attendance was down from last year. Final Registration 225. Raffle results - \$2225 Convention Survey results were provided in advance and are attached.	No motion was made.
DISCUSSION ITEM: CEPD Calendar	The 2022 CEPD Calendar was distributed in advance and is attached. 3 highlights include 1) Featured Speaker- Theresa Moyers – Motivational Interviewing. April 22. 2) Business of Practice Conference – May 20, 2022. 3) Ethics Day – APA Trust will provide a full day of Ethics training – June 24. Russ explained as we pivot back to in person events, there will be a COVID protocol in place, which will include strong language for attendees to be vaccinated or tested prior to attendance.	No motion was made.
DISCUSSION ITEM: 2022 Leadership Academy	Buehner will be assuming leadership for 2022. There are 6 fellows for the 2022 cohort.	No motion was made.
DISCUSSION ITEM: Undergraduate mentoring program update	Report was distributed in advance and is attached. Ayla Goktan and Lydia Murphy presented information from the undergraduate mentoring program.	No motion was made.
DISCUSSION ITEM: Communications Committee Updates	Report was distributed in advance and is attached. Buehner briefly summarized this report, and highlighted changes in the Communications Committee in 2021. Two of these changes include: 1)Board of Directors Member Outreach and Advocacy Survey 2)Community Event Planning Submission Form	No motion was made.
DISCUSSION ITEM: APA Updates	Russ provided a brief update about APA. APA Council met in October. One important outcome of the October 29 th meeting was that APA's Council of Representatives adopted an apology for APA's role and the role of the discipline of psychology in contributing to systemic racism. APA 's Council of Representatives adopted two resolutions to accompany this resolution. The first resolution delineates APA's and psychology's role going forward in dismantling systemic racism. The second resolution pledges to work to advance health equity in psychology.	No motion was made.

DISCUSSION ITEM: PAC Update	Russ encouraged all board members to donate to the PAC. Increased donations since the membership form has been updated to include a link for donations.	No motion was made.
DISCUSSION ITEM: KPF Update	Russ provided brief update on KPF. Courtney Keim will be president beginning in 2022. KPF has added three new board members. KPF was selected to pitch for the Community Acceleration Team through Leadership Louisville.	No motion was made.
DISCUSSION ITEM: 2021/2022 Meeting Dates	The dates for 2021/2022 were distributed in advance and are included on the agenda.	No motion was made.
DISCUSSION ITEM: Board Transition	Buehner provided kind farewells to board members who are transitioning off of the board, and warm welcomes to new board member.	No motion was made.
Board Member and Committee Chair Reports	Reports were distributed in advance and are attached. No further discussion.	No motion was made.
KENTUCKY PALLIATIVE CARE ADVISORY Report	Report was distributed in advance and is attached. No further discussion.	No motion was made.

Adjournment: Motion was made to adjourn to Executive Session at 3:48 pm (EST). Motion approved unanimously. Meeting adjourned at 3:48 pm. Motion to adjourn Executive Session occurred at 4:39 pm. Motion passed unanimously. Motion for final adjournment at 5:16 pm. Board Meeting adjourned at 5:16 pm. (EST).