

BOARD MINUTES

February 11, 2016

Attendance: Dr. Greenwell was absent; all other members were present.

President's Comments: Dr. Role-Warren kicked off the meeting.

Conflict of Interest Policy – A Board member asked if developing a conflict of interest policy is redundant, given that CAPP already has an ethics code. The Board felt that a clearly stated policy is more transparent to our membership. Once developed, this policy will be posted on CAPP's website. Rather than reinventing the wheel, CAPP will use OPA/APA's conflict of interest document as a model, once it is finished. CAPP's current conflict of interest draft is attached to these Minutes.

Records Retention Policy – To make room in the CAPP files, Laura asked Dr. Yaeger about records retention. Dr. Yaeger checked with all the boards and will draft a policy for CAPP based on their input. Some important dates to note: tax records for a non-profit must be kept indefinitely. Records of attendance from a CEU event must be kept for five years. The need to backup documents from Laura's computer in cloud storage was also discussed.

Hoarding Collaborative – At our recent dinner meeting, one of our members, Dr. Olson, shared resources that the Hamilton County Hoarding Collaborative has compiled. This information will be shared with CAPP membership via email and placed on the resource section of our website.

Treasurer's Report: Dr. Yaeger submitted the attached reports. Dr. Yaeger compared where we are compared to last year and reported that CAPP is "holding steady".

Public Relations: Dr. Gutzwiller shared that the workshop information for 3/11/16 has been shared via Facebook and Twitter and requested the group's help in sharing and retweeting.

OPA: Dr. Greenwell was absent.

Insurance Managed Care: Dr. Role-Warren reported that the insurance committee met with the legislative committee to combine efforts and get suggestions about legislation to protect psychologists from arbitrary decisions by insurance companies. For example, insurance companies have denied claims for certain CPT codes, without a clearly stated rationale or forewarning. The legislative committee suggested that psychologists compile reports of denials and specific complaints that affect patient care. Psychologists are encouraged to report these issues to any member of the insurance committee to build a case.

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The legislative committee also suggested that psychologists join forces with other behavioral health providers, such as social workers and clinical counselors, to document how widespread these denials are and how they affect patient care.

Another issue causing concern is insurance companies' lack of transparency regarding accepting psychologists onto their panels.. Many insurance companies close their panels to applying psychologists, ostensibly because there are already a sufficient number of providers on these panels. However, some panels list the names of psychologists who have resigned from the panel, moved away, are retired or deceased. The result is that patients may have very few psychologists, effectively denying patients access to psychological care. The insurance committee will monitor the panels for errors, then document and report them. CAPP members are encouraged to report any inaccuracies to the insurance committee.

Membership Marketing: Dr. Kelley discussed the project of a new member welcome packet. Items to be included/featured within the packet: a coupon to attend a CAPP function, feedback/testimonials from successful CAPP events, networking options, social events and reaching out to member with our newly revamped website. The possibility of a primer for early career psychologists was also discussed and may be a future project. Dr. Kelley will prepare a draft for the summer member drive when we reach out to newly licensed psychologists.

Social Committee: Dr. Heitkemper asked the group for ideas on timing and content of CAPP socials. Past events were reviewed. CAPP members have previously given members feedback that preferred events are casual, purely social and not psychology-related. Other feedback is that people like to contribute (i.e. potluck, bring an appetizer). Dr. Heitkemper will begin looking at venues and will share information at the April Board Meeting for a possible outdoor summer potluck social. The play "She's Crazy" was also suggested by Dr. Yaeger.

Programs: **Gary Schneider** shared the following:

10/7 Workshop – co-sponsored with the Hypnosis Society – issues surrounding hosting the workshop at the Union facility were discussed (parking, lunch). The costs associated with providing lunch and beverage service and the lack of accessible parking are stumbling blocks. Dr. Schneider will extend our thanks to the Hypnosis Society for their generous offer to have the event at the Union Institute free of charge, but will explain that significant cost reductions and increased convenience are possible by holding the workshop at "Receptions" instead.

2/1 Dinner Meeting – Dr. Schneider shared the high attendance and positive comments from CAPP members regarding both the presenter and the content at our most recent dinner meeting. The board discussed the possibility of bringing Dr. Reinardy back for a

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workshop. CEU certificates were mistakenly written for 1 CEU and will be revised for attendees. An email will be sent out to members with that update.

10/23/15 Workshop – it was brought to Laura's attention that Ethics credits were not granted to psychologists who attended this workshop. Laura communicated with Beth Wherley at the OPA MCE office and this error will be corrected. OPA dropped the ball as Laura checked the paperwork and it was submitted correctly indicating it was ethics credits. An email will be sent to attendees asking them to check their online listing for CEUs and Beth Wherley's email will be provided should their accounts not be credited accordingly.

3/11/16 Workshop – Registration is on-going for this workshop. We currently have 9 people registered.

5/13/16 Workshop – Multicultural component was discussed. As the language is vague, registrants will be informed that this workshop will completely fulfill the 4 hours ethics requirement. Registrations are on-going.

Future topics for dinner meetings and workshops were discussed: trauma, personal aspects of retirement, investments, saving for retirement and how to survive when your practice is slow. With the exception of trauma, these weren't thought to be appealing to our younger audience.

Trauma will be pursued as topic for September 2016. The play Dr. Yaeger suggested, "She's Crazy" will be targeted for December 2016.

An eating disorder workshop is being planned for 2017. Speakers discussed were: Drs. Ann Kearney-Cooke, Ashley Solomon, and Heather Dlugocz. Broader topic is needed more than just binge eating. Coordination among speakers will be necessary to avoid overlap.

Dr. Kelley asked about having a dinner meeting on chronic fatigue, fibromyalgia and RSD – things they don't see often in practice but need information on them from time to time.

Membership: **Patty Eiler-Sims** reviewed the list of unpaid members and Laura shared the past two year's review of new/leaving members. Reasons for their leaving were also shared. Dr. Eiler-Sims will review those members whose licensing information wasn't able to be verified.

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Directory:

Work continues on the formatting of the directory listings and ads. The downloadable directory is complete and has been shared with Kristen for inclusion on the website. The website subcommittee will meet once the format is complete to review the format for accuracy comparing the format with the individual member's file information form.

Website: Dr. Gutzwiller reported on the following:

Discussion on *Paypal vs. EventBrite*. Pros and cons, event management system needed rather than just paypal which would accept payment but would not capture any other information for registration of events. The Board voted to approve a payment to the website designer for her to design event management into our website. The \$690 cost will be a one-time fee. We will avoid the 3% charge from the EventBrite site but will still incur credit card processing charges. Dr. Role-Warren made motion to approve this expense. Dr. Dahmann seconded and the Motion carried.

Dues – will become automated with the new website.

Member Listings – will be updated by members who will have their own user name and passwords to do so. We will retain administrative rights should something need to be taken down/changed or revised.

New Member Application – this will become automated on the website. An additional charge of \$120 will be applied to the cost of the website for this. Reasoning behind approving this expense was to bring us into the 21st century, ease of use for visitors to the site. Dr. Gutzwiller made a motion to approve this expense and the motion carried.

Work continues and it is hoped that the site will go live next month.

Categories – Dr. Role Warren called psychologists who had written in Psychoanalysis as a specialty. She explained that they would be listed in our streamlined categories under the umbrella of Psychodynamic Psychotherapy.

Membership Types – listings of membership types will be provided by Laura and provided to Kristen the website designer.

Photographs – 3 to 4 additional photos will be taken by the photographer (spring themed) for the website. This will result in additional expenses for the site.

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Other Business:

- Newsletter deadline: March 14.

The next Board meeting is **April 14 at 7:00 p.m.**

Respectfully submitted,

Laura Wilson
Administrative Assistant