



*Board of Directors Meeting Minutes*

*October 4, 2010 at 1:30 p.m.*

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**Location:** Teleconference

**Members Present:** Alison Stanley, Molly Willenbring, Cynthia Lermond, Mark Grabau, Ron Kaufman, Jane Lovelle

**Members Absent:** Dave Meyer

**Opening:** A meeting of the FMHAC Board of Directors was called to order at 1:35 p.m. on October 4, 2010 by Mark Grabau.

**A. Approval of Agenda**

The board reviewed and approved the agenda for today's meeting.

**B. Approval of Minutes**

The board reviewed and approved the minutes for the Board of Directors Meeting dated May 13-14, 2010; June 30, 2010; and July 19, 2010.

### C. Open Issues

<i>Agenda Item and Discussion</i>	<i>Action/Outcome</i>	<i>Follow-up</i>
<p>○ <u>Conference Report</u></p> <p><i>Update on Presentations</i></p> <ul style="list-style-type: none"> <li>● Alison discussed the planning committee meeting on October 1, 2010. She reviewed the submission of proposals for presentations and posters. She reported that they have a full schedule of posters and presentations.</li> <li>● Alison reported that the keynote speaker is not yet finalized. Marcia Meyer is one option being considered; however, her fee request is a concern. Jane spoke with Richard Leo, Ph.D., J.D., of UCSF regarding his doing a keynote speech on false confessions. He is checking his calendar. He stated he will not charge a fee to speak and comes highly recommended.</li> <li>● Stephen Behnke, Ph.D., J.D., of the APA is available to present at the conference, but only on Friday. This represents a conflict with Dr. Roger's presentation on Friday.</li> <li>● Mark requested a list of proposed presentations and posters, as well as an outline of scheduled presentations.</li> <li>● Molly discussed the budget for the presenters versus posters, as well as the current budget for the presenters.</li> <li>● Molly discussed plans to accommodate a full schedule of poster presentations.</li> </ul>		<p>Molly will send out a list of presenters, topics, and schedule to the board members.</p> <p>Alison will check with Stephen Behnke to determine if he can present on Thursday, or if his colleague can do the presentation instead on Thursday.</p>

<p>○ <u>Financial Report</u></p> <p><i>Budget Update</i></p> <ul style="list-style-type: none"> <li>• Molly reported on the budget, much of which is related to the conference. She will now be able to finalize the offers for presenters and send out the final agreements.</li> <li>• Molly reported that the cash is declining and she will likely need to pull from the Americorp account in the next month. It will probably be about \$8,000 to \$11,000/month. Ron stated that there are fees if the money isn't returned within a particular time frame. The plan is to return the money with income from the conference.</li> <li>• Ron suggested an early-bird registration to bring in funds sooner. Mark supported this idea.</li> <li>• Ron suggested instead of a 10% discount, offer a free tuition for the person who organizes the tuition for 10 or more people. Molly expressed concern about the criteria for determining when this scenario applies.</li> <li>• Ron suggested that we offer a discount for someone who brings in four new members.</li> </ul>		<p>Molly will send out an email to the board with the list of presenters and topics to be reviewed prior to sending them out to the membership.</p> <p>Molly will look into opening up registration early to allow for income sooner.</p> <p>Ron and Molly will discuss discount options for tuition that will bring in more members/ attendees.</p>
<p>○ <u>Public Policy Committee Update</u></p> <ul style="list-style-type: none"> <li>• Mark briefly reviewed Dave Meyer's email dated October 4, 2010.</li> <li>• Mark reported on the matter of IST panels. The public policy committee generated a list of questions for counties, which will survey each county's IST panels. This information has been forwarded to Dave Meyer for follow-up.</li> </ul>		<p>Dave will follow-up on the IST panels.</p>

<ul style="list-style-type: none"> <li>• Mark reported that several members of the Public Policy Committee met on August 16, 2010 to formulate questions for the questionnaire that will be sent to the county evaluation panel review committees.</li> </ul>		
<ul style="list-style-type: none"> <li>○ <u>Newsletter Committee</u> <ul style="list-style-type: none"> <li>• Molly reported on the status of the newsletter.</li> <li>• Tom Granucci will be writing an article and students at his school have submitted articles as well.</li> <li>• Molly suggested beginning a committee for the newsletter so as to make it more beneficial for the members. Molly envisioned a phone conference in the spring with each member being responsible for getting an article for each topic and then reviewing them in the fall.</li> <li>• Mark suggested integrating proposed presentations as newsletter articles when they are not going to be presenting at the conference.</li> <li>• Ron suggested “book reports” as articles for the newsletter.</li> <li>• Jane suggested using student chapters to write articles for the newsletter.</li> <li>• Alison supported expanding the newsletter.</li> <li>• Jane encouraged a multi-disciplinary newsletter committee, with the inclusion of LMFT’s.</li> <li>• Ron suggested identifying an editor on the committee. Mark supported the idea but suggested that this would likely be a few</li> </ul> </li> </ul>		<p>Molly will follow-up with Tom Granucci and Cindy regarding the newsletter committee.</p> <p>Jane will email to Molly the name of a person she has in mind for the committee.</p> <p>Molly will follow-up with Erin Alexander regarding her interest in being on the committee.</p>

<p>steps down the line.</p> <ul style="list-style-type: none"> <li>• Cynthia supported the forming of a newsletter committee and expressed an interest in being involved. She also identified a colleague who has expressed an interest in being on the committee.</li> <li>• A vote was put before the board for creating a Newsletter Committee.</li> <li>• Molly recommended putting money aside for the committee in the next budget ~\$100.</li> </ul>	<p>The board unanimously voted to create a Newsletter Committee.</p>	
<ul style="list-style-type: none"> <li>○ <u>Event With Palo Alto University</u> <ul style="list-style-type: none"> <li>• The Director of Forensics at Palo Alto University contacted Molly seeking an organization to sponsor the CEU's for an upcoming 2-day workshop featuring Robert Hare in April 2011. There shouldn't be any cost to FMHAC; however, it will also not be a source of income. It will provide for name recognition and access to email addresses for increased membership. It has other possible benefits, such as contacts, a student chapter, and access to possible presenters/speakers. We might also be able to offer our members discounts for future workshops.</li> <li>• The date in April 2011 is compatible and should not conflict with our conference in March 2011.</li> </ul> </li> </ul>		<p>Molly will continue to proceed with collaborating on this project.</p> <p>Should members have concerns about our involvement in the workshop, they should bring these concerns to Molly.</p>
<ul style="list-style-type: none"> <li>○ <u>Other Issues</u> <p><i>Student Chapters</i></p> <ul style="list-style-type: none"> <li>• Molly talked about Ron's, Jane's and her efforts in getting student chapters moving. The focus has been on Alliant University, Argosy</li> </ul> </li> </ul>		<p>Molly will attend the kick-off meeting at each of the</p>

<p>University, Palo Alto University, and Pepperdine University.</p> <ul style="list-style-type: none"> <li>The student chapters are guaranteed a poster presentation at the conference, which might mean four additional posters at this conference.</li> </ul> <p><i>Demographic Data</i></p> <ul style="list-style-type: none"> <li>Alison discussed the Planning Committee's idea about gathering demographic data on who is attending which workshops so as to help the planning committee choose presentations geared toward the members' interests. She suggested circulating a check-box form with 6-8 questions on items such as geographic data. She suggested that students help with this process.</li> </ul>		<p>schools.</p> <p>Jane, Alison, and Molly will continue to discuss ways to gather this data. Alison will send an email to them with suggested questions, which will be forwarded to the board.</p>
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**D. Next Meeting**

The next meeting is scheduled as a teleconference on Monday January 17, 2010 at 1:30 p.m.

**E. Adjournment**

The meeting was adjourned by Mark Grabau at 2:58 p.m.

*Minutes submitted for review by Cynthia Lermond on October 18, 2010.*