



Counseling Compact Finance Committee Meeting

November 13, 2024, 1:00 p.m. ET

Committee Members Present

Kim Speakman, Chair
Susan Meyerle
Brian Carnahan (non-voting)
Foley Nash (non-voting)
Dr. Latofia Parker (non-voting)
Jamie Doming (non-voting)

Committee Members Absent

Tom Black

Legal Counsel Present

Nahale Kalfas

CCC Staff Present

Greg Searls
Veronica Given

Welcome & Call to Order

- The meeting was called to order by K. Speakman at 1:04 p.m. ET.

Roll Call

- G. Searls conducted the roll call. A quorum was established with 2 of 3 voting members present.

Review and Adoption of the Agenda

- K. Speakman reviewed the agenda and requested a motion to adopt it as presented.
- Motion: S. Meyerle moved to adopt the agenda as presented. The motion was seconded by K. Speakman. All members present voted in favor. The motion carried.

Review and Adoption of Minutes

- K. Speakman reviewed the minutes and called for a motion to adopt them, noting an attendance correction.

- S. Meyerle abstained from voting. The approval of the minutes was tabled until the next meeting.

Travel Policy Discussion & Funding Request Deadline for Annual Board Meeting

- The proposed travel policy was presented to the Rules Committee for review. While the committee generally agreed with the policy, they recommended that the Counseling Commission be tasked with making determinations regarding prioritization.
- The Rules Committee further suggested that the determination process should involve the Executive Director, in consultation with the Treasurer, based on the established criteria.
- It was proposed that, if a state requests travel funding, the state would need to sign an attestation stating that it is unable to fund the travel and providing the reason for the request. This would position the organization as the payer of last resort, ensuring that funding is not granted solely because it is available. The attestation would also serve as documentation of the transaction should it be needed in the future. This stipulation will be incorporated into the committee's travel funding documentation.
- The committee agreed that reasonable baggage fees would cover one carry-on and one checked bag, provided they meet typical weight limits.
- Motion: S. Meyerle moved to approve the amendments to the travel policy as discussed. The motion was seconded by K. Speakman. The motion carried.

Funding Request Deadline

- The committee determined that a 60-day advance notice for funding requests is reasonable, and the policy has already been updated to reflect this change.

Fiscal Policies Discussion

- The Treasurer and Executive Director will present the proposed budget at the full Commission meeting in June, following review by the Executive Committee.

Chargeback and Refund Policy

- Refunds will be issued at the discretion of the Executive Director and Treasurer, and will only be considered under exceptional circumstances.
- Concerns were raised regarding patient abandonment; however, it was noted that refunds are unlikely to be issued in situations that would leave individuals vulnerable. The committee agreed that further consideration is needed, and the language of the refund policy will be discussed in greater detail at a future meeting.

Investment Policy

- Discussion of the proposed investment policy is still in the early stages, with the primary goal of today's discussion being to begin exploring the policy rather than making any decisions.

- The committee expressed concerns about placing the responsibility of hiring an investment advisor solely on the Executive Director.
- It was agreed that further discussions regarding the potential policy should include input from the Treasurer of AASCB.

Questions and Comments

- K. Speakman asked if there were any further questions from delegates or comments from the public.
- No questions or comments were received.

Adjournment

- With no further business or questions, K. Speakman declared the meeting adjourned at 1:57 p.m.