



## Board of Directors Meeting Minutes

December 3, 2016

### Officers:

President – Caron Harrang, LICSW, FIPA  
Secretary/Treasurer – Maxine Nelson,  
LICSW, FIPA  
Director of Training – Dana Blue,  
LICSW, FIPA

### Directors:

David Jachim, PhD, FIPA  
Candidate Representative –Julie  
Hendrickson, MA, LMHC

### Administrative Staff:

Recording Secretary – Hollee Sweet

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Present: Dana Blue, Caron Harrang, Julie Hendrickson, David Jachim, Maxine Nelson,

Absent: Hollee Sweet  
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The meeting was called at 7:00 p.m.

- I. Secretary-Treasurer Report. Maxine Nelson reporting:  
There was a discussion about Laura Groshong coming to a Membership Assembly to discuss state legislative issues as well as inquiring the status statewide about requesting licensure for psychoanalysts. The Board agreed that this would be a good idea.  
  
Action: Laura Groshong’s contract was approved and paid for 2017.
- II. Director of Training Report. Dana Blue reporting:  
Dana Blue reported that there is continued interest in distance learning for didactic classes. Dana also discussed the budget (copying expense for didactic class readings, flyers, administrator’s time, and a proposal for faculty to receive \$45/hour for teaching didactic classes). Dana noted there is inconsistent attendance at clinical seminars.  
  
To see the Education Committee minutes from November, please see Appendix A.
- III. Ex Com Report. Caron Harrang, Dana Blue, and Maxine Nelson reporting:  
The Board discussed the Annual Membership Meeting and how to make it more enticing for members to attend. Caron Harrang suggested the meeting be combined with a party (e.g. in an interesting venue or Board member’s home) scheduled for fall 2017 and a Save-the-Date email sent to the

Community listserv once a date is established with reminders sent once quarterly.

Action: Caron will announce on listserv a “Save the Date” Party to be scheduled for Friday, September 29, 6:00-9:00 pm. It would be announced as the Annual Membership Party (and Business Meeting). The venue is to be determined. The organizing committee will be the Board, along with up to five Community Members.

Up to two Community Members who join Continuing Education Committee who help with registration, set-up/cleanup, and food/beverage (up to \$50 per meeting) procurement may attend meetings pro bono. Caron has included this policy in her President’s Letter (Selected Facts Winter 2016). NPSI candidates may also attend scientific meetings pro bono. Dana has announced this policy to candidates via email, and this is also included in her Director of Training Letter (Selected Facts Winter 2016).

Ex Com will reach out to the Board Presidents of the Alliance and to invite them to attend a dinner meeting at Caron's residence to discuss their perceptions of the Institute strategies for recruiting applicants for psychoanalytic training.

Action: All members of Board agreed to look over community member and full member list to identify someone who could function as a Welcoming Committee for new members.

Dana Blue and Maxine Nelson will review NSPI Ethics Code with APsaA Ethics Code (line by line) to determine if and how they diverge.

Caron will report on her meeting with Marianne Robinson (December 6), who drafted the NPSI Code regarding how it was developed and Marianne’s interpretation of the provision disallowing discussing clinical material with non-clinicians (e.g. insurance company claims reviewers). Caron recommends consulting with David Schoolcraft to rewrite a poorly written provision (shown below) that does not make clear that the patient identity is known when talking to insurance companies. Further that the provision is not meant to apply to educational activities such as scientific meetings and clinical seminars where patient identity is disguised:

#### *IV. Confidentiality*

*2. The psychoanalyst should never share confidential information about a patient with non-clinical third parties (e.g. insurance companies) without the patient’s or, in the case of a minor patient, the parent’s informed consent. For the purpose of claims review or utilization management, it is not a violation of confidentiality for a psychoanalyst to disclose confidential information to a consultant psychoanalyst, provided the consultant is also bound by the same confidentiality standards and the informed consent of the patient or parent of a*

*minor patient has first been obtained. If a third party payor or patient or parent of a minor patients demands that the psychoanalyst act contrary to these Principles, it is ethical for the psychoanalyst to refuse such demands, even with the patient's or, in the case of a minor patient, the parent's informed consent.*

Action: Maxine will review NPSI code and compare to the ApsaA code.

The Membership Assembly is scheduled for Wednesday, January 11, 2017 to discuss NPSI Institute policy regarding academic students and academic candidates being included in clinical seminars as well as didactic classes. IPA Ethic Committee response to a letter from the President and Director of Training will be shared with members as well as how the controversy about our policy came about.

Caron will report on her December 7 follow-up meeting with Chuck Brandes (PINC) re: the possibility of his consulting with us on group process.

Action: Dana is drafting a flyer announcing the meeting and agenda to be sent to full members. Caron will format the flyer and schedule in December 2016 with reminders in early January.

Action: Caron will inform Chuck Brandes that we will not be consulting with him on ethics. Ex Com will speak with John Lundgren at the RBS in April, 2017 about the possibility of doing a group relations consultation with us in the future.

IV. Board Development. David Jachim reporting:

All directors will discuss their progress on identifying individuals who can recommend potential candidates for Board Director and Officers.

Action: Maxine Nelson will contact people she knows to ask if they know anyone who might be interested in serving on the NPSI Board. Caron Harrang will talk with JoAnn Mills about whether or not she knows anyone. Maxine and Caron will report back to David.

Action: Caron and Julie Hendrickson will meet with Rikki about considering the position of President-Elect.

V. NPSI Outreach. David Jachim reporting:

David Jachim discussed creating a program to report on psychoanalysis applied to community events and concerns.

VI. President's report. Caron Harrang reporting:

Caron Harrang noted that Julie Hendrickson is stepping down from Candidate Representative. The Board thanked Julie and discussed up to two

new candidates to serve in this position (Becky McGuire, Nicole Wiggins, and Dave Parnes (who can begin July 1, 2017)).

The Board discussed creating space and separateness for new candidate representatives.

Action: The Board will have discussion and orientation for new representative at their first meeting.

The landlord needs to be notified by January 2017 of NPSI's intention to renew or terminate the lease on September 30, 2017. Caron contacted Mike Johnson to talk about the lease. The current rent is \$1,497 (19/sq ft); to go to \$1,672 (\$22/sq ft.) in November 2017. The lease options are either three or five years; rent goes up \$1/sq ft. per year.

Action: Caron will contact Mike Johnson to draw up new 5-year lease, to be signed by the end of December.

The Board needs to vote to approve/disapprove the IPA Code of Ethics revisions, and submit a response to the IPA in December 2016.

The Board approved half of the flight expense for Caron Harrang and Maxine Nelson to attend NAPsaC and CIPS Board meetings in NYC, January 2017. CIPS will be asked to pay the other half.

Action: Maxine to request CIPS pay for one-half of airfare to New York by email.

Caron and Maxine met with JoAnn Mills (NPSI Advisory Council) on strategies for fundraising. They asked her to attend the February 1, 2017 Board meeting to conduct training on procuring major gift giving now that NPSI has a policy of all Board and Advisory Council Members donating annually. In addition to the annual email donation request, JoAnn recommended personalized letters to each member summarizing our awareness of how they have contributed in the last year, stating our need of member involvement and inviting them to join the "NPSI Major Donors" to give \$500 to \$1000 annually or give at the level that is most comfortable for them.

Action: Caron will circulate a letter template that can be customized to each full member. She would like each director to complete letters by December 15 so that Hollee can print and mail them on Friday, December 16.

The meeting was adjourned at 8:40 p.m.

## APPENDIX A

### Education Committee Meeting Minutes November 1, 2016

#### Members:

Director of Training-Dana Blue  
Progression-Judy Eekhoff  
Curriculum-Barb Sewell

Candidates-Dave Parnes  
Recording Secretary-  
Connie Sais

Admissions-Maxine Nelson

Present: Dana Blue, Judy Eekhoff, Barb Sewell, Maxine Nelson, Dave Parnes, Connie Sais

The meeting was called to order by Dana Blue at 7:30pm

I. The EC did not meet in October because a quorum was not available.

#### II. Announcements (Dana)

- The ACPE report was completed in July, and NPSI was granted 5 years' accreditation. An annual report will be due each year in July, so each committee chair is asked to keep track of accomplishments, making compilation easier.
- Two new pre-didactic candidates were accepted into NPSI's analytic training program. The pre-didactic year allows for NPSI to gather a larger class, and allows time for the new candidates to increase their practices to better support the analytic enterprise.
- Strategic planning with the NPSI board of directors occurred in the months of August and September. Two specific goals include to promote more growth and to support analytic training.
- The Education Committee and the Progression Committee met in September, and had a productive discussion of roles and responsibilities for each group.
- A holiday party for NPSI full members will be held on December 10, 2016

#### III. Continuing Business (Dana)

##### A. Annual Meeting

The Annual Meeting is Weds. Nov 16. Each EC Chair is asked to submit a committee report to be gathered into the report from EC.

##### B. Policy & Procedure Manual

Work continues on an EC policy and procedural manual.

##### C. Distance Learning

A joint Distance Learning Committee (Dana and Caron) continues to investigate the topic of distance learning for possible use at NPSI.

#### IV. Committee Reports

##### A. Admissions (Maxine)

Three clinical open houses have been planned with the first occurring on November 19, 2016. A constant contact flyer has been created and will be sent out. In thinking about directly addressing NPSI's strategic goals for growth and building a 2017 analytic training cohort the EC discussed several ideas, including promotion of NPSI's offerings, clinical open houses, and new courses while developing points of contact with other organizations. EC considered inviting COR to co-sponsor a CEU event.

Action item: An e-mail will be sent out to TA's to promote the clinical open houses. A personal note regarding the clinical open houses will be sent out to the Alliance and Clinical Social Work Society. Dana will take the idea to collaborate with COR to the board for further discussion.

##### B. Curriculum (Barb)

As planned, the Curriculum Committee hosted a faculty appreciation dinner, and most of the faculty were able to attend. Next year's faculty appreciation dinner will be scheduled prior to the beginning of the term. The EC discussed the continued coordination of instructors, and Barb noted that Curriculum will work with faculty regarding their interest in the standard twelve week term. The group discussed the possibility of paying faculty an honorarium for teaching didactic and clinical seminars. Barb also brought forward the wish to develop a new NPSI category, the S. A, or supervising analyst. While the response to this idea on EC was positive, there will need to be additional conversation across NPSI before a policy can be developed..

Action items: The candidate cohort will be notified of the new procedures for auditing courses. Dana will discuss questions regarding an honorarium with the board. Barb will review information from the IPA regarding the supervising analyst category.

##### C. Candidates (Dave)

The success of the candidate cohort continues. Each candidate has garnered control cases. The EC discussed the importance of thoughtfully transitioning the pre-didactic candidates into the cohort. The reduced fee service information is on the NPSI website. The EC discussed strategies to market the reduced fee service including increasing website visibility, search ranking and support from other organizations.

Action item: Make contact with the technology advisor, Gary Kunis, web master Hollee Sweet and TOTARA. (Who will do this?)

##### D. Progression (Judy)

The Progression Committee met with the EC last month to clarify roles and responsibilities. The PC has met with each candidate individually and is pleased with the progress everyone is making. Barb shared a new face sheet for control case reports which

will track necessary details. The EC discussed the need to rotate committee chairs and consider mentoring members who are interested in these positions.

Action item: An announcement will be made at the annual meeting regarding the need for additional committee members. Hollee will upload the new control case face sheet to the NPSI website. Dave will introduce the form to the candidates.

#### E. Psychoanalytic Psychotherapy (Dana)

Fundamentals year two has begun. The class is made of five first year members and five new participants, for a total of ten. The class is inclusive, well organized and structured. The clinical discussions are reflective, constructive and make room for addressing potential problems. A learning group is developing.

#### F. Training Analyst Committee

There is not a current TA committee chair so a report is not forthcoming.

Meeting Adjourned at 9:00 pm

Next meeting: December 6, 2016 7:30-9 pm at NPSI

Respectfully submitted,

Connie Sais, Recording Secretary

Dana Blue, Editor