

The International Society for the Study of Dissociation



Executive Council Conference Call Minutes October 3, 2004

PRESENT

Steven N. Gold, PhD, President
Fran S. Waters, DCSW, MIW, LMFT, President-elect
Richard A. Chefetz, MD, Past President
Su Baker, M.Ed., Secretary/Treasurer
Ruth Blizard, PhD, Director
Catherine Classen, PhD, Director
Paul F. Dell, PhD, Director
Ellert Nijenhuis, Director
Clare Pain, MD, Director
Eli Somer, PhD, International Director
Gary Peterson, MD, Director

ABSENT

Don Fridley, PhD., Editor ISSD News

GUEST

Elizabeth Power

STAFF

Rick Koepke, MSW, MSIS, ISSD Executive Director
Michele Biesiada, ISSD Account Administrator

CALL TO ORDER

Dr. Gold called the call to order at 8:06am CST.

APPROVAL OF MINUTES

The Executive Council reviewed the minutes of the July 11, 2004, conference call meeting.

On motion made by Ms. Baker, seconded by Dr. Chefetz and carried, the minutes of the July 11th Executive Council meeting were approved.

TASK LIST

The Executive Council reviewed the action items listed on the approved July 11, 2004 minutes.

TREASURER'S REPORT

Ms. Baker reported that ISSD is financially sound, but that the society has gone over budget in the area of website development. Overspending in this area is due to website changes that were done after the budget was finalized. As of September, Ms. Baker reported that the society has met its budget for new memberships.

Mr. Koepke reported on the project to develop an investment policy. The Society has arranged for assistance on this project from Legg Mason. The Finance Committee has completed a questionnaire supplied by Legg Mason. Legg

Mason will provide a draft policy based on the questionnaire for consideration by the Executive Council at its November meeting.

Dr. Chefetz noted that an ISSD member would like to donate her stock to the Development Campaign, and that an investment account must be open for us to accept her stock.

On motion made by Dr. Chefetz, seconded by Ms. Waters and carried, a brokerage account for the purpose of accepting donations of stock shall be established, subject to the investment policy adopted by the Society.

Action item: Mr. Koepke to ask Legg Mason what they will charge for administrative fees.

Action item: Mr. Koepke to let Dr. Chefetz know when an account has been established, so he may contact the stock donor.

Ms. Baker reported that the sliding dues scale has had been positive and that there has not be any negative effect on the amount of dues revenue being generated. Mr. Koepke provided an updated scale based on the most recent information available from the World Bank.

On motion made by Ms. Baker, seconded by Dr. Chefetz and carried, a revised membership dues sliding scale for 2005 was adopted.

COMPONENT GROUPS

At the July 11 Executive Council meeting, the council voted, in principle, to make the change to remove the requirement that anybody but one contact person of the Component Group be a member of ISSD but did not approve an actual change in wording.

On motion made by Dr. Chefetz, seconded by Ms. Baker, and carried, Article IV, Chapter 1, item 4 of the bylaws which currently reads as follows: "The elected officers of each component group shall be members of good standing of the ISSD" shall be changed to read as follows:

"Each component study group shall have one member designated as the ISSD Contact Person. This ISSD Contact Person shall: be a member of good standing of the ISSD; function as a liaison between the component study group and ISSD; be responsible for monitoring adherence to ISSD standards, goals and mission statement; and be responsible for submitting the annual component group report."

Action item: Staff to update the ISSD bylaws to reflect the change in Component Groups wording.

ANNUAL MEETING UPDATE

Ms. Baker reported that conference arrangements are progressing well. The expected meeting registration is 350 attendees. Mr. Koepke provided a comparison of registration statistics: as of October 1, 2004 there are 118 paid and 12 complimentary registrants, and at this time last year there were 75 paid registrants and 10 complimentary registrants.

PLANS FOR MEETING IN NEW ORLEANS

Ms. Baker reminded everyone that the Executive Council meeting will be held on Tuesday, November 16. The meeting will begin at 8 am with breakfast, and the Executive Council meeting will officially commence at 8:30 am. Lunch will be served from noon to 1:00 pm. Ms. Baker noted that the change from Wednesday to Tuesday was made this year so that people can attend the one day of the CITRM meeting.

JTD EDITOR

Dr. Gold reported that Dr. Chris Courtois has decided she cannot succeed Dr. Jim Chu as editor of the Journal of Trauma and Dissociation. Therefore, the Executive Council will need to identify either a new editor, or possibly a pair of co-editors for the JTD. Mr. Koepke recommended establishing a search committee to identify what the editor's responsibilities are, to solicit people and to create a list of potential editors for the Executive Council to approve. Given Dr. Gold's experience in co-editing a journal, he volunteered to head up the search committee. Dr. Gold asked the council for committee member suggestions, in which they recommended Dr. Joyanna Silberg, Dr. Colin Ross, Dr. Onno van der Hart and Dr. Jim Chu. Dr. Gold will either recruit members for this committee or council members can e-mail him with any suggestions.

Action item: Dr. Gold to appoint a committee for the purpose of selecting the new JTD editor(s).

DDPTP IN SPANISH

The council discussed the potential of having a Spanish DDPTP and agreed that it is something they should pursue, and noted that specific policy can be developed as they work through the process. The Executive Council authorized Dr. Chefetz's investigation of implementing such a course.

Action item: Dr. Chefetz will continue discussions regarding Spanish DDPT P and will bring a formal proposal back to council.

The possibility of the Sociedad Argentina de Psicotrauma becoming a component group of the Society was discussed.

Action item: Dr. Chefetz will contact Dr. Pilon and ask that he follow up with Drs. Cazabat and Mosca of SAPsi.

Dr. Margo Rivera has a position as director of residency training at hospital in Kingston, Ontario--a psychiatry residency. She has proposed use of DDPTP materials to teach her residents. There was discussion of the possibility of Ms. Rivera developing a course using the DDPTP syllabus that could then be promoted by the society to other psychiatry resident training and psychology graduate programs. Whatever materials Dr. Rivera develops would be the property of ISSD.

Dr. Chefetz has authorized a work group to form inside the DDPTP program, including Drs. Annita Jones, Gloria Rodberg, and Harold Siegel. They will work to put together a basics of dissociative disorders course. The course format is still to be determined, but the group is hoping to have a pilot program ready for next fall or winter.

ISSD IN THE WORLD

Ms. Baker recommended that the society establish a task force on membership that will explore the possibility of using electronic memberships in a variety of ways. She suggested that chairs of the following committees be included on the task force: ISSD World, Communications, Finance, Membership, Component Groups, International Task Force and the President of ISSD. The task force would be charged with exploring various ramifications of electronic membership and various possibilities of use and report back to the Executive Council with their findings.

On motion made by Ms. Baker, seconded by Dr. Somer, and carried, an Electronic Membership Task Force is established.

Dr. Gold will appoint the chair and members of the task force.

Action item: Ms. Baker to e-mail the Electronic Membership Task Force to determine their availability for a meeting on Wednesday, November 17.

Action item: Dr. Gold will announce the Electronic Membership Task Force chair via e-mail.

There was discussion regarding the formation of a European component group.

On motion made by Ms. Waters, seconded by Dr. Somer, and carried, the Executive Council authorizes the International Committee to enter into negotiations about establishing a European Component Group.

Dr. Somer asked for permission, on Dr. George Rhodes' behalf, to link the Q&A from the ISSD Web site to ISSD World. The Executive Council decided there is no problem in him doing so.

There was discussion regarding undertaking an initiative to encourage members to provide financial support for other individuals to join ISSD. There was consensus that the International Membership Task Force pursue this initiative.

Action item: Staff will locate the membership sponsor form that Ms. Waters created, and will share with Mr. Aquarone.

There was discussion of setting aside a limited amount of money to support conferences undertaken by component groups, such as a meeting being planned by UKSSD. Such support could be addressed as part of the annual budgeting process.

There was additional discussion regarding issues in relationship to the consideration of SAPsi as a component group of ISSD. It was determined that there is no impediment to any application SAPsi would wish to make.

MEMBERSHIP AND PR UPDATE: ELIZABETH POWER REPORT

Ms. Elizabeth Power gave a brief overview of ISSD's PR development plan; the end point is that, like with raising awareness for breast cancer, the awareness for dissociation clearly needs to be increased in terms of the society's mission and vision statement and focus relative to identifying curing, treating preventing dissociative disorders. Ms. Power reported that her corporation supports one project annually in the not-for-profit sector, and that ISSD is it for this year. Dr. Gold thanked Ms. Power for the tremendous work she is doing. Ms. Power thanked the council for the opportunity. The hope is that the effort will translate into greater membership and returns on the fundraising campaign.

Action item: Ms. Waters to speak with Ms. Power to determine if she needs a budget for the PR project.

Ms. Waters touched on the council's desire to beef up the Web site. Dr. Gold reminded the council that people are already commenting favorably on the new Web site's content. Once the design change is implemented, it will also draw more attention to the content changes.

CERTIFICATION

Dr. Catherine Classen reported the certification task force has been having trouble getting this off the ground. Dr. Nijenhuis, one of the task force members, offered to do more if needed. Drs. Gold and Classen agreed to communicate on this matter in the near future.

Action item: Dr. Gold will communicate with Dr. Classen on the certification task force issues in the near future.

Action item: Dr. Classen to make a note to communicate with Dr. Nijenhuis via regular e-mail only.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

Dr. Gold adjourned the meeting at 11:03 a.m.

October 3, 2004
ACTION ITEMS

BAKER

1. Ms. Baker to e-mail the Electronic Membership Task Force to determine their availability for a meeting on Wednesday, November 17.
2. Ms. Baker, Dr. Pain, Ms. Comstock and Mrs. Rich to iron out details on how a discounted membership rate would relate to the sliding scale membership program for bringing in new members. (continue)
3. Ms. Baker and Rick Koepke to work on establishment of a brokerage account. (continue)

CHEFETZ

4. Dr. Chefetz will continue discussions regarding Spanish DDPTP and will bring a formal proposal back to council.
5. Dr. Chefetz will contact Dr. Pilon and ask that he follow up with Drs. Cazabat and Mosca of SAPsi.
6. Dr. Chefetz and Ms. Waters to work on a pilot program of DDPTP for the Dissociative Child Training program. (continue)

CLASSEN

7. Dr. Classen to make a note to communicate with Dr. Niejenhuis via regular e-mail only.

COMSTOCK

8. Dr. Comstock will improve appearance of the ISSD Web site along the lines of the ISSDWorld site. (continue)

GOLD

9. Dr. Gold to arrange a committee for the purpose of selecting the new JTD editor(s).
10. Dr. Gold will announce the Electronic Membership Task Force chair via e-mail.
11. Dr. Gold will communicate with Dr. Classen on the certification task force issues in the near future.

KOEPKE

12. Mr. Koepke to ask Legg Mason what they will charge for administrative fees.
13. Mr. Koepke to let Dr. Chefetz know when an account has been established, so he may contact the stock donor.

PAIN

14. Dr. Pain and Ms. Waters will develop a grid of showing target audiences and messages for the PR effort. (continue)
15. Dr. Pain to go back to the membership committee to research and get a count of groups that ISSD would target in order to determine the additional costs for additional copies of printing of the October/November newsletter for marketing purposes of the new membership drive. (continue)

PILON

16. Mr. Pilon will investigate three to five sites for the Spring 2005 regional meetings. (continue)
17. Mr. Pilon to assign Component Group Committee Members. (continue)

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ACTION ITEMS (continued)

STAFF

18. Staff to modify 2005 dues sliding scale to reflect the rate break point between Monaco and Australia.
19. Staff will locate the membership sponsor form that Ms. Waters created, and will share with Mr. Aquarone.
20. Staff to update the ISSD bylaws to reflect the change in Component Groups wording.

WATERS

21. Ms. Waters to speak with Ms. Power to determine if she needs a budget for the PR project.
22. Ms. Waters will develop an informational brochure on dissociation with Dr. Pain. (continue)
23. Ms. Waters to contact Haworth Press on cost of reprints of the "Child Dissociative Guidelines". In order to determine what format would be best used for handouts, ISSD or Haworth Press. (continue)