

The International Society for the Study of Dissociation



Executive Council Conference Call Minutes July 11, 2004

PRESENT

Steven N. Gold, PhD, President
Fran S. Waters, DCSW, MIW, LMFT, Presidentelect
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
Don Fridley, PhD., Editor ISSD News
Ellert Nijenhuis, Director
Clare Pain, MD, Director
Eli Somer, PhD, International Director

ABSENT

Gary Peterson, MD, Director

Guest

Dennis Pilon, ACSW BCD MSW

STAFF

Rick Koepke, MSW, MSIS, Executive Director
Charlotte Rich, ISSD Account Administrator

CALL TO ORDER

Dr. Gold called the call to order at 8:00am DST.

APPROVAL OF MINUTES

The Executive Council reviewed the minutes of the April 25, 2004, Conference call meeting.

On motion made by Ms. Baker, seconded by Ms. Waters and carried, the minutes of the April 25th Executive Council meeting were approved.

TASK LIST

The Executive Council reviewed the action items listed on the approved April 25, 2004 minutes.

TREASURER'S REPORT

Ms. Baker reported that Annita Jones has taken a position on the Finance Committee and that she has written to other members to see who wants to continue on the committee. Ms. Baker reported that the budget is on target with dues and renewals and new memberships are coming in. Based on the May statements, the May Spring seminar more than made up for loss in March, but the results were lower than budgeted between the two.

DEVELOPMENT COMMITTEE

On motion made by Dr. Chefetz, seconded by Ms. Baker and carried, the Annual Membership Renewal Form shall be modified so that contributions would be made to the Development Campaign and not other ISSD funds.

On motion made by Dr. Chefetz, seconded by Ms. Baker and carried, the Executive Director, in consultation with the President and the Treasurer, will open a brokerage account for ISSD so that the Society may accept donations of stock.

On motion made by Dr. Chefetz, seconded by Ms. Waters and carried, the Executive Director, in consultation with the President and the Treasurer, will formulate a plan for brokerage account management, and present this to Council for consideration.

The Development Chair reported that the Development Campaign has generated \$23,889 in pledges made and pledges received for the collection year 2004. This represents 48% of our first year goal of \$50,000. A number of potential major donors have yet to be solicited.

Mr. Koepke is to work with Ms. Baker to establish the new brokerage account.

APPOINTMENTS

On motion made by Dr. Gold, seconded by Dr. Chefetz and carried, the DSM-V Task Force Co-chair will be Paul Dell, with a co-chair to be announced.

On motion made by Dr. Gold, seconded by Dr. Classen and carried, the Nominating Committee shall be Su Baker, Clare Pain, Annita Jones and Dennis Pilon, with Dr. Chefetz chairing.

On motion made by Dr. Gold, seconded by Dr. Chefetz and carried, the position of Conference Organizer, who will have the authority to plan, organize, and manage ISSD's International Fall Conference, is hereby established. The Conference organizer will serve as chair of the Conference Organizing Committee, and will have signing rights with all vendors and services applicable to the Annual International Fall Conference. Appointment to this position will consist of an initial 5-year term, with the executive council having the option at the end of 5 years to offer extension of the term for at least 1 and up to an additional 3 years.

On motion made by Dr. Gold seconded by Ms. Waters and carried, Su Baker is appointed to the position of Conference Organizer.

MAILING LIST ACCESS

On motion made by Dr. Gold, seconded by Ms. Baker and carried, members requesting access to the ISSD membership list for research purposes need to provide documentation that the study has received the approval of an Institutional Review Board (IRB). It is up to the petitioner to locate an IRB, submit their proposal, obtain approval, and provide ISSD with documentation of IRB approval.

EDUCATIONAL INITIATIVES

The Education 2000 initiative proposed by John Curtis was reviewed and the following potential 2004-2005 initiatives were discussed:

1. Develop educational materials to be posted on the Web site, which has already begun.
2. Develop an educational package for speakers providing a 1 to 3 hour introduction on dissociation.
3. Begin a book series, starting with *The Dissociative Child*.
4. Produce further tapes in the video series on assessment and treatment – stages of treatment, assessment and diagnosis, symptom management, safety and stabilization, communicating with parts.
5. Consider developing a traveling museum exhibit on dissociation and trauma from a historical, social, and cultural perspective

DSM-V

Dr. Dell suggested that he write a newsletter article announcing the DSM-V initiative and create an e-mail address as a vehicle for communication regarding DSM-V. He would like to see a resource planning conference in about a year and a half, either at the beginning or at the ending the ISSD annual meeting.

PROFESSIONAL SEMINARS

On motion made by Dr. gold seconded by Ruth Blizard and carried, the "Four Tier" Plan presented by Mr. Pilon as outlined was endorsed.

The "Four Tier" Plan

Tier 1 – This approach will offer one-day Professional Seminars in cities prior to our Annual Conferences (i.e. 2005 - Toronto; 2006 - LA; 2007 - Baltimore; etc).

Tier 2 - This plan combines "encore" presentations of Professional Seminars in places we've already done them (i.e. 2005 - LA & NYC), along with other big cities (i.e. Chicago, Boston, D.C., Atlanta, Miami, St. Louis, New Orleans, etc.) depending on how many we decide to do each year.

Tier 3 - This "get out the word" approach offers Professional Seminars in smaller locations (i.e. Minnesota, Indiana, Kentucky/Ohio, S. Carolina, etc) where we think there's a need for professional education and increased awareness of ISSD. Inherent in this approach is the need to make the project revenue neutral, or at least a project that does not venture into low/potential loss revenue settings until there is a specific level of financial buffer.

Tier 4 – This plan attempts to respond to requests from interested parties (i.e. Puerto Rico, Brazil, Europe, small cities in the U.S., etc) that have resources and manpower to handle things in those locations. These events, of course, would require policy discussions re: financial arrangements, especially in non-North American locations.

One Motion made by Dr. Gold, seconded by Ms. Waters and carried, the Society will pursue the following four specified locations and dates for seminars in 2005.

February 2005 - LA

March 2005 - Atlanta (Average High 65, Low 44)

April 2005 - Toronto (Average High 50, Low 36)

May 2005 – NYC

Toronto & LA - Tier 1 approach (annual conferences -Toronto for 2005; LA for 2006)

LA & NYC - Tier 2 approach (encores)

Atlanta - Tier 2, 3, & 4 approach (other big cities; get out the word; and response to requests).

COMPONENT GROUPS

On motion made by Dr. Chefetz, seconded by Ms. Waters and carried, Article IV, Chapter 1, Item 4 of the bylaws requiring that elected officers of component study groups be members of the Society be stricken from the bylaws, to be replaced by a new paragraph that specifies that component study groups are to have at least (1) one member of their group who is a member of ISSD, who shall serve as a contact with ISSD.

Mr. Pilon is to provide proposed new wording for the bylaws.

JTD

Dr. Gold is to contact Haworth press regarding the paging problem that has remained an issue throughout the years.

ANNUAL CONFERENCE

Ms. Baker reported that the dates of the 2007 ISSD conference (held in conjunction with ISTSS--Nov. 14-17) would have to be Nov. 11-13 or Nov. 18-20 due to Thanksgiving in the US being Nov. 25. Two of 3 hotels do not have Nov. 11-13 available. One has Nov. 12-14 (Monday – Wednesday), which would overlap with ISTSS pre-conference workshop day. These dates also do not include a Saturday stay over.

The printed preliminary programs were mailed, preliminary program information is available online, on line registration is open, presenter packages have been sent, and A/V arrangements are being made (all ahead of schedule)

Ms. Baker has site visits in Baltimore (end of July) for 2007 conference, looking at possible 3 hotels available

INTERNATIONAL

UKSSD conference issue to be addressed on the next call October 3rd.

MEMBERSHIP AND PR

Report to be given on the next call October 3rd.

CD/VIDEO PROJECT

The project is scheduled to be mailed. The databases for the mailing were sent to the Executive Committee.

OTHER BUSINESS

No other business reported discussed.

FUTURE CALL

The next call will be held on October 3rd, 2004 at 8:00am DST, 9:00am EDT and 6:00am PDT.

ADJOURNMENT

On motion made by Dr. Gold, seconded by Ms. Baker and carried, the meeting adjourned at 11:00 am CST.

**July 11, 2004
ACTION ITEMS**

BAKER

1. The Finance Committee will evaluate, on an annual basis, how the sliding fee membership scale is affecting ISSD overall budget. (Continue)
2. Ms. Baker will mail ISSD archive files to HQ. (Continue)
3. 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.
4. Ms. Baker and Rick Koepke to work on establishment of a brokerage account.

BLIZARD

5. Dr. Blizzard is to follow up with Haworth Press to determine articles from JTD that ISSD wishes to have posted on its web site. The membership committee and the education committee are to choose two to three articles from the JTD to place on the website to help promote membership worth. (Continue)
6. The Education Committee will create a letter to be sent to agencies providing mental health services alerting them the ability to obtain the video at cost if they make their request on agency stationary. (Continue)
7. Drs. Blizzard & Brand will revisit Education 2000 to assess what has been accomplished, what has yet to be completed and discuss how Education 2000 might be expanded to further the original mission of education of the general public, clients, educators and professionals. (Continue)

CHEFETZ

8. Dr. Chefetz and Ms. Waters to work on a pilot program of DDPTP for the Dissociative Child Training program.

COMSTOCK

9. Dr. Comstock will improve appearance of the ISSD Web site along the lines of the ISSDWorld site.

DELL

10. Dr. Dell is responsible for the organization and publication of the Dissociation 2005 and the ISSD report on Dissociation and the Dissociation Disorders, which will be utilized as a Dissociation 2005 source book. (Continue)
11. Drs. Dell, Nijenhuis, Pain and Somers will establish a core group of collaborators develop an administrator structure and plan an initial invitational meeting of the research branch of ISSD, which will form a consortium for the study of chronic traumatization. (Continue)
12. Dr. Dell will put together a specific research proposal that would involve health, quality of life and a variety of health symptoms looking at adverse childhood experiences and to bring the specifics of the proposal back to the Executive Council. (Ongoing)
13. Dr. Dell will contact Chris Comstock to discuss online capabilities for data collection and the time needed to set up File maker Pro and a questionnaire. (Continue)
14. Dr. Dell suggested that he write a newsletter article announcing the DSM-V initiative and create an e-mail address as a vehicle for communication regarding DSM-V

GOLD

15. Dr. Gold will contact ASCH on a presidential level to discuss issues relating to meetings. (Continue)
16. Dr. Gold is to contact Haworth press regarding the paging problem that has remained an issue throughout the years.

NIJENHUIS

17. Drs. Nijenhuis, Gold, and Pilon research the idea of a European Spring Seminar and establishing a regional European International Society. (Continue)

O'NEIL

18. Dr. O'Neil will assist in the editing of the Dissociation 2005 source book. (Continue)

PAIN

19. Dr. Pain will organize a plan to contact non-renewed members. (Continue)
20. Further discussion is needed from the Membership Committee on how to market and advertise ISSD to increase membership. (Continue)
21. Dr. Pain will contact Bob Geffner to coordinate the inclusion of a questionnaire in the FVSAI conference material to gather information from attendees regarding their perception of dissociation. Dr. Pain will also discuss having ISSD videos at the booth site for sale and possibly a packet of information, including a CD, about ISSD to distribute to meeting participants. (Continue)
22. Dr. Pain and Ms. Baker will be responsible for investigating the development of a CD to duplicate with a small booklet of explanation to distribute at appropriate meetings and conferences. (Continue)
23. Ms. Waters will develop an informational brochure on dissociation with Dr. Pain.
24. Dr. Pain and Ms. Waters will develop a grid of showing target audiences and messages for the PR effort.
25. 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.

PILON

26. Mr. Pilon will investigate three to five sites for the Spring 2005 regional meetings.
27. The Component Group Committee is requested to develop incentives that will encourage ISSD membership by component group members. (Continue)
28. The Component Group Committee should track membership in ISSD by component group members over time. (Continue)
29. Mr. Pilon to assign Component Group Committee Members.
30. Mr. Pilon is to provide proposed new wording for the bylaws related to the changed requirements for membership by component society elected officers in ISSD.

STAFF

31. Staff will provide Executive Council with the list of agencies of the intended recipients of the video/cd. (Continue)

WATERS

32. PR Subcommittee will develop a PR message. (Ongoing tailor a message to each group).
33. Ms. Waters and Dr. Pain will develop a grid of showing target audiences and messages for the PR effort. (Continue)
34. The Child and Adolescent Task Force will undertake work on the development of a specialty psychotherapy course for treatment of children and adolescents. (Continue)
35. Ms Waters to come up with a plan on distribution of the newly developed child and adolescent treatment guidelines. (Continue)
36. Ms. Water and Dr. Pain to review text in the membership criteria to enable non-medical and mental health prospects to feel more welcome to the society.
37. 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.