

**Colleague Assistance Committee
Minutes 2/9/21**

Members present: Mike Stadter, Michelle Kwintner, Chris Thomas, Monica Valencia de Castro, Carla Trusty-Smith

Members absent: Doug Dennent, Colleen Sandor

Welcomed new members, Monica and Chris.

I. Discussion of how to make CAC presence known to community.

Reviewed current website presence. All committee members' contact information listed.

Suggestions: video for website, announcements at conferences similar to welcoming committee, direct email with or without embedded video. Plenary announcement. Relevant audience is faculty, members, students.

Action decision: plenary is best place to announce our presence and purpose, along with direct email.

II. Discussion of how to process "complaint"

Person with issue can discuss with individual members of CAC or with entire group; typically, will likely address one member who has the option to meet with the committee or subcommittee at the behest of the person bringing complaint. Then the member can report back.

Variety of formal or informal complaints including interpersonal issues, ethical dilemmas, dual role concerns, impaired colleague concerns, etc. The nature of the concern will organically dictate the process. Some will be left with the individual CAC member; some brought to the committee for consultation. This is not an action committee, rather CAC is available for consultation, feedback, safe space to process/ sort options.

III. Professional Wills

CAC recommends to SC that a task force/working group be formed to consider creative ways to offer support, education, materials to assist membership in developing professional wills. This could eventually be part of a greater mission to offer other similar trainings falling in the rubric of therapist self-care.

Sharon Dennett and Jill Scharff have curated materials related to professional wills. Sharon is willing to consult to this group. To date there has not been traction in the effort to encourage this very important topic.

CAC is willing to consult/ brainstorm with task force, and Michelle Kwintner and Chris Thomas are considering the possibility of joining this task force should the SC recommend forming one.

Next meeting TBA, 8:00 p.m. EST seems to be a good time in general

Minutes respectfully submitted by: Carla Trusty-Smith