Southern California Association of Psychology Training Programs (SCAPTP) Minutes

December 2, 2019
10:00 – 12:00
San Fernando Valley Mental Health Center
4600 Sherman Way Suite 100D Van Nuys, CA

I. Introductions

In person Attendance:
Aileen Garibyan (Hillview); Akilah Reynolds (LAC USC); Amy Warren (Child and Family Center); Elleni Koulos (ULV CAPS); David Zeblekis (Center for Integrated Family and Health Services); Elaine Eaton (LAC-USC); Giselle Collins (Didi Hirsch); Julie Jackson (Mt St Mary's Univ); Michele Shepherd (SFVCMHC) Mimi Curtis (Tarzana); Oscar Magdaleno (Hillview); Priscilla Barajas (Health Group); Robert Pate (Cal Baptist); Yolanda Cespedes-Knadle (Alliant)

Phone Attendance:
Humberto Hernandez (Cerritos College); Jerry Kernes (Univ of La Verne); Joe Dadourian (BHC Alhambra); Karen Earnest (Kaiser); Kendra Bailey (The Guidance Center-Long Beach); Kenny Boyd (Loma Linda Univ); LaTonya Wood (Pepperdine); Nancy Crawford (Biola Univ); Rebecca Romberger (Whitter College) Sandra Kenny (Antioch); Sean Love (Fuller); Shannon Wasley (Chicago School) Sheaton Baskerville (Project Sister); Valeria Romero (Pacific Clinics)

II. Approval of Minutes from 10/07/2019 meeting
    i. Corrections
        i. Page 1 Section I Introductions:
            1. Correct for Amy Warren's agency from "CFGC" to Child and Family Center
        ii. Page 3 Section III 3 Old Business SCAPTP Electronic MATCH system:
            1. Part of fees would go to the person who will be managing the system (estimated *300* hours/year). (not 30)
        iii. Page 3 Section III 3 Old Business SCAPTP Electronic MATCH system:
            1. Total fee amounts approximated *$1500* (not $1600)
        iv. Page 3 Section III 3 Old Business SCAPTP Electronic MATCH system:
            1. Both training sites and schools will pay (not "Sites would not pay.")
            2. When total of $1500 distributed across all members (sites and schools), approximately cost each member will be $50-100/year (not "$1600 per doctoral program/school").
        v. Page 3 Section III 3 Old Business SCAPTP Electronic MATCH system:

1. Robert asked Yolanda for estimate of number of students at Alliant. Yolanda to consult w/ Paula Strauss and provide SCAPTP with information.

ii. Mimi inquired about decision to have training sites also pay? Inquired if this was discussed and decided in last meeting? Noted her belief that training sites should not pay. David noted decision for sites to pay not discussed/decided in last mtg. Giselle proposed should discuss and pay for new business.

iii. Mimi Motion to Approve Minutes. Priscilla 2nd, motion passed with corrections itemized above.

III. Old Business
i. Amendment of Bylaws reviewed.
ii. SCAPTP Reference Form reviewed. Robert noted Form is not a requirement but a tool to be used if chosen. Correction to be made to form title:

   Correct from "SCAPT" to "SCAPTP"
iii. Voting:
   i. Executive team worked to outreach to members to engage, verify and expand pool of active SCAPTP members as SCAPTP prepares for upcoming vote for eMATCH system.
   ii. David has been working to identify list of members (based on participation and dues paid). Robert noted reminder that members must pay fee by end of year (12/31/19) to be considered member (and be able to vote).

IV. New Business
i. Electronic MATCH system vote
   i. Discussion to finalize method and language for voting.
   ii. Giselle outlined proposition for electronic vote (1 per paying member) (e.g., via Survey Monkey or Qualtrics websites).
   iii. Recommendation to provide detailed information about financial cost and features w/ each package (note that SCAPTP only has approximate cost at this time due to variables – e.g., number of members, features, etc). Total fee approximate is $1500-1600 total for annual upkeep. (+ Initial fee of $2500 to setup-likely coming out of SCAPTP funds already acquired). Reminder that need 100 students each year to participate.
   Discussion of eMATCH:

   1. Amy posed: might fee vary from year to year? Yes (depending on number of SCAPTP members, etc).

2. Shannon inquired how would impact training sites that are APA accredited?
   Robert responded that eMATCH applies to practicum only, would not replace or impact APA sites or their placement process.

3. Question: Is $50 student fee separate from annual SCAPTP fee?
   Robert noted that yes, the $50 fee for students to participate in eMATCH is separate from the initial setup fee of $2500 and annual fee by SCAPTP members (agencies and schools) that is approximately $1500. Schools can choose to pay the $50 per student fee on behalf of students.
   Elaine: what is impact on students to make the fee mandatory?
   Robert: Already many processes that students are required to participate in, doesn't seem like this should be problematic.
   Giselle: may incentivize non-captive participation (fee applies to non-captive only).

4. Akilah: what are the benefits of the eMATCH system?
   Robert: Primary purpose to update our systems to q be more convenient, to streamline, to make more efficient for sites when making offers.
   Priscilla: to allow students more comfortable to put agencies on hold.
   Giselle: reduce "backdoor" offers.
   Mimi: streamlines to make 1 application for each student.
   David: in past years, had to downsize number of students because of requirement for DMH waiver. Is excited for possibility to expand to more schools/students.

5. David: If a school has a training site (e.g., a university w/ a counseling center), would they be treated as 2 separated members w/ 2 vote?
   Robert: It depends. If school and site chose to pay 2 member fees, would be considered as 2 members w/ 2 votes. If site only takes students from their own school, not considered part of SCAPTP and so wouldn't get a 2nd vote.

6. Elleni: Would eMATCH process distribute students across sites evenly?
   Robert: Not necessarily. eMATCH would likely increase directory of sites but not guarantee even distribution of students per site.

7. Elleni: When would interviews happen (would they still happen)?
Robert: Timeline would continue as SCAPTP has it setup. Rankings would happen, then time allotted for interviews to take place. Amorette also had noted that a mechanism can be setup to ensure DCT can chose what sites students have access to?
Elleni: which rank takes priority (or weighs more)-student or training site
Giselle: student rank.

8. Giselle/Robert: Would it be helpful to setup SCAPTP dues on-going w/ 2 tiers? (e.g., 1 tier for member, 2nd tier for eMATCH participation)
David: currently have 26 active training sites and 10 active schools (only 7 have paid SCAPTP dues)
If have 82 active paid members (all sites/schools that have engaged with SCAPTP at some time), cost for each would reduce to $17.
David: may have to amend bylaws if changing mechanism for dues.

9. Mimi: should schools and sites be allowed/able to participate in both captive and non-captive process?
Robert: it is important to have schools and sites agree and abide by SCAPTP Bylaws, to be accountable to each other.

10. Jerry: if school votes yes to SCAPTP, do 100% of their students have to commit to SCAPTP guidelines? (or can continue with sending x number to e.g. UCLA).

11. David: would agencies participating in SCAPTP be barred from accepting non-SCAPTP students?

    Answer: proposing that if chose to participate in SCAPTP, should only accept SCAPTP students during SCAPTP UND process/timelines.

iv. Voting Questions:
1. Simple yes/no (to eMATCH system)
2. If yes (in favor), which option/level of eMATCH program? (identify each option w/ cost and features detailed)
3. If yes (in favor), yes regardless of which option/level ("My agency is ok with whatever option is voted").

4. If no, why not? (What concerns? What would need to be "fixed" or changed to vote yes.)

OR

1. First survey with 1 question: Simple yes/no (to eMATCH system): Is your school/training site (aka agency?) in favor of implementing/adopting Electronic MATCH system that has a cost ranging between $50-100 per member per year?

   If no, why not? What canbe change
   If majority yes, do a Second Survey to vote on the options/levels of features/costs

   If no, why not? (What concerns? What would need to be "fixed" or changed to vote yes.)

Akilah: recommendation to indicate range of cost ($50-100 per site/school per year).

Robert: encourage to focus on benefits of the electronic program, rather than the cost, to determine vote.

Reminder that eMATCH would be for 2021 match (not 2020)

1 email will be sent out to each eligible agency (school/training site) for vote. Email will be sent out Sunday 01/26 or Monday 01/27, with deadline to submit vote by Friday 01/31.

v. Dues
Robert: encouraged all those who have not yet paid their SCAPTP dues to pay dues by Dec 31, 2019 to be eligible to participate in upcoming vote.

*LaTonya explained why dues being addressed to Pepperdine** (Because SCAPTP is not a Non-Profit or legal entity (no tax id no.), SCAPTP is unable to open own bank account.

To Pay Dues, School or Training Site can complete SCAPTP Membership Dues Form (can be found at https://www.scaptp.org/documents) OR request invoice from LaTonya Wood by emailing lwood@pepperdine.edu.

Invoice and Check should be made payable to **Pepperdine University** and mailed to:

LaTonya Wood, PhD
Pepperdine, Graduate School of Education and Psychology
6100 Center Drive, 5th Floor
Los Angeles, CA 90045

A W9 can be provided to you by LaTonya.

    vi. **Uniform Notification Day (UND) Dates**
Captive applications due 01/24/2020
Captive notifications 02/14/2020
Non-Captive applications due 03/02/2020
Uniform Notification Day 04/13/2020

V. Next Meeting: Monday, March 02, 2019 10am-12pm. Location: TBD.