

## **Minutes: 09/29/16 MH Practicum-Internship Advisory Board Meeting**

**ATTENDEES:** Ronnie Mulford, MH Clinical Director; Dorothy Bach, MH Internship Director; Lisa Chun Fat, Family Tree Project; Belle Chung, Salvation Army ATS; Lori Ferreira, Kapiolani Community College; Darren Iwamoto, School Counseling Emphasis Clinical Director; Desrae Kahale, STARR Inc., Tristyn Kalama, Kokua Support Services; Cory Nicolas, Family Tree Project; Mary Smith, MH Practicum/ Internship Instructor; Owen Sonoda, Salvation Army ATS; Forrest Wells, Queens Youth Partial Hospital Program; Nicole Wright, Waianae Coast Comprehensive Health Center; Karla Silva-Park, Windward Community College.

After a brief “meet and greet” period Dr. Mulford opened the meeting at 2:45 p.m. to briefly review previous meeting notes and recap old business.

Dr. Bach addressed the five areas noted for new business with the Advisory Board: The importance of contracts, logs, etc., being filled out completely and correctly; What the log sheets are about, and how students should count fractions of hours and avoid incorrect carry-over or duplication of hours from semester to semester; Where everything is in Canvas (replacement for eCollege); If student is having issues or is an issue, we [Dr. Bach and Dr. Mulford] need you [the site supervisor, instructor, administrator] to contact us ASAP; Acceptability of student ride-alongs vs. the unacceptability of student-as-transporter.

The Advisory Board then held a discussion and suggestion period that addressed the four areas noted for this year’s session, with the following results:

***1. What types of communication between the site supervisors and the Instructors would enhance the Practicum experience, and by what means (phone, email, in person)?***

Depends on the need or severity of issue, and the amount of time available to address it; emails and phone for most communication, but in some situations, in person may be needed.

***2. What are your expectations of the students? What can we do to help support the students in meeting expectations?***

There was a nearly unanimous agreement among the Board Members recommending the students obtain personal counseling, and that more attention should be paid to “self-care” to avoid burn-out from students taking on too much too fast.

Dr. Bach suggested one area of stress is the balancing act Interns face between site hours commitment, school and family demands on their time, and how this sometimes has them waffling about their hours and days at the site, which has negative repercussions for all. She requested the sites please tell the Interns early on what hours and days are required to be at the site, and be very clear with those student(s) who seem unable to commit to those times and days, that they will either commit to those times and days, or they will not be accepted by the site.

**3. *What do you want us to know about, or share with us?***

Some sites have Interns who are also interested in or are actively pursuing their CSAC while also interning at the site, and wanted to know how best to track the separate hours. Dr. Bach suggested it is better to check CSAC hours every week, not at the end, as that will help alleviate errors and confusion. Dr. Bach also advised the Board Members that about October 2017 the CSAC requirements will be changing. Dr. Bach intends to look into those changes, and sit on an executive committee for mental health.

**4. *Any issues or concerns for us to look into and/or handle between now and the next MH Advisory Board Meeting?***

There was a general consensus by the Board Members that, although our students are knowledgeable, there are areas in the coursework that seem to be missing, or seem to be lacking enough focus on counseling special populations. Each Board Member in turn provided input, and although the key areas suggested to be added to the coursework differed between members, all were in agreement additional courses or coursework was needed to help Interns develop further insight and awareness, and related counseling skills development for working with special populations. Specific new courses suggested were: Psychopharmacology, Trauma Informed Care, Counseling within the Court System and with Mandated Population; a course in Contemporary Issues, and a specific course for Mental Health Substance Abuse Counseling. This last course received a unanimous vote from the Board to be developed as a third required specialty course (leaving only two electives). Dr. Mulford agreed to look into the feasibility of this happening, given that the third course could also be a course in *Contemporary Issues* that could provide the additional focus on mental health substance abuse counseling, and incorporate special population course topics such as those requested by the Board Members.

Dr. Mulford wrapped up the Board Meeting with a brief explanation of the newly revised MSCP Department requirement that all MSCP students are required to maintain active membership and hold active insurance with a professional organization (such as ACA) throughout the MSCP Program.

Dr. Mulford explained to the Board Members that all of the Resources Referral Manuals have been updated and are available through the public MSCP webpage under the Resources link, and that there were several new Manuals recently added. Dr. Mulford provided the Board Members with the list of manuals, expressed gratitude to the Advisory Board members for their active participation and discussion, and formally adjourned the Board Meeting at 4:00 p.m. Several Board Members stayed for an additional 15 minutes in informal discussion.