

March 2, 2003 ACTION ITEMS – Attachment 1

BAKER

1. Ms. Baker will pursue obtaining a discount for students purchasing conference audiotapes. Ms. Baker has experienced difficulty contacting the Professional Programs; will try again next week.
Continue
2. Ms. Baker will include scholarship information in conference registration material. Scholarship information has been included in the Call for Abstracts information online; there was no room for information in printed version.
Continue
3. Ms. Baker will establish printing cost of ISSD new brochure.
Completed
4. The Finance Committee will do an analysis on how much we would need to raise the dues of US members in order to maintain revenue neutral stance and to discourage the loss of dues.

CHEFETZ

5. Dr. Chefetz will send a copy of the ISSD video to the anonymous donor who funded the production of videos.
Completed
6. Psychotherapy Course Task Force will explore the interest in publishing a book on the training programs.
Continue
7. Dr. Chefetz will write letters of recognition and thank you to contributors of ISSD newsletter and Sheppard Pratt
Completed
8. Dr. Chefetz will work on research agenda
Continue
9. Dr. Chefetz will delegate responsibilities for the revision of the Adult Guidelines for Treatment publication.
Completed
10. Authors of committee description are to make revisions.
Completed

11. Dr. Chefetz will discuss the possibility of a volunteer editor position with Dr. Fridley.
Completed
12. Dr. Chefetz will contact Dr. Young to check on progress of the Lifetime Achievement Award.
Completed
13. Dr. Chefetz will contact Dr. Silberg to suggest accepting revisions for the next set of revised Child and Adolescent Guidelines.
Completed
14. Drs. Chefetz, and Silberg and Mr. Koepke will discuss copy editing for the Child and Adolescent Guidelines.
Completed
15. Dr. Chefetz will write Dr. Wharton formally to accept his resignation.
16. Dr. Chefetz will revise the ISSD Adult Guidelines with the goal of having them completed by the Executive Council meeting in New Orleans in 2004.
17. Dr. Chefetz agreed to put the franchise concept on hold and develop a proposal that address the concerns that were raised by the Executive Council.
18. Dr. Chefetz will move ahead with the mini conference project and will give more details at the June mid-year meeting.

COMSTOCK

19. Chris Comstock will post names of willing therapists in a publicly accessible area of the Web site. Project should be completed next month
Completed
20. Chris Comstock will include scholarship information under the Call for Abstract proposal that is posted on ISSD Website.
Completed

DELL

21. Diagnostic Taxonomy Task Force will develop a vision and timeline for the development of a Dissociation Disorder Manual and report back to Executive Council.

Completed

22. Drs. Dell, Nijenhuis and Somer will do research on dissociative disorder diagnostic and research tools to be included in the dissociative disorder educational booklet.

EXECUTIVE COUNCIL

23. Executive Council will complete discussion of the relation between ISSD and the JTD editors. Dr. Frankel will communicate with Dr. Chu to obtain an update on the process of appointing journal editors

Completed

24. Executive Council will post abstract submission information and deadline dates to the various professional email lists to which they subscribe.

Continue

25. Executive Council will identify the various meetings around the world to insure we have enough membership brochures and flyers. The Council will email Dr. Pain individually of up coming conference for this year so she can determine the number of brochures needed.

26. The Executive Council was in consensus for the following: ISSD will create a permanent display for the FVSAI conference. Drs. Waters and Silberg will attend FVSAI meeting and maintain a booth for distributing ISSD information

27. The Executive Council was in consensus to give Dr. Chefetz the responsible of revising the ISSD Adult Guidelines. During his past presidency, Dr. Chefetz will revise the guidelines with the goal of having them completed by the Executive Council meeting in New Orleans in 2004.

FRANKEL

28. Nominating Committee will develop recommendations for revised wording of the ISSD bylaws concerning the number of consecutive terms that directors can serve and how long between terms would be acceptable.

Dr. Frankel is organizing the Nominating Committee; seven people have expressed an interest in being nominated for an elected position.

Continue

29. Executive Council will complete discussion of the relation between ISSD and the JTD editors. Discussions have begun between Dr. Chu and Bob Geffner to work out a transition regarding journal editor appointments.

Continue

30. Dr. Frankel will develop an advanced Psychotherapy Course. First round of material for the advanced course will be completed with a proposal in approximately 10 days.

Continue

31. Drs. Frankel and Fridley will contact Bob Geffner to discuss ISSD conducting a symposium and/or presentation for the FVSAI conference relating to family violence and its relation to dissociation.

Completed

FRIDLEY

32. Dr. Fridley will complete a manual for newsletter editors to assist new volunteer editors. This project has been delayed due to other events but should be completed within a month.

Continue

33. Dr. Fridley will discuss the possibility of a volunteer editor position with Dr. Chefetz.

Completed

34. Drs. Frankel and Fridley will contact Bob Geffner to discuss ISSD conducting a symposium and/or presentation for the FVSAI conference relating to family violence and its relation to dissociation.

GOLD

35. Dr. Chefetz appointed Dr. Gold to contact Bob Geffner/Esther Giller to see if Haworth Press/Sidran has an interest in publishing a small monograph of a dissociative disorder booklet, which includes guidelines. ISSD would provide them with the material and they would publish it for profit but also provide free copies to distribute with the videos.

36. Dr. Gold will put Dr. Chefetz in contact with friends in Australia to see if we can possibly endorse other professional conferences in Australia.

Completed

KOEPKE

37. Mr. Koepke will send confirmation dates for ISTSS Annual Meeting for 2004, 2005, and 2006

Completed

38. Mr. Koepke will share with Ms. Baker various model structures for a new finance committee.

Completed

39. Drs. Chefetz, and Silberg and Mr. Koepke will discuss copy editing for the Child and Adolescent Guidelines.

Completed

40. Mr. Koepke will investigate the cost of materials for the ISSD display and will share estimated cost with Ms. Baker to approve.

Completed

MCCOY

41. Sherwood will be responsible for the production of the membership directory.

Continue

42. Ms. McCoy will work out the logistics of the mid year June meeting; will contact council members to share information.

Completed

43. Ms. McCoy is working on the estimated cost of mailing the video to the approved list of professionals.

NIJENHUIS

44. Drs. Dell, Nijenhuis and Somer will do research on dissociative disorder diagnostic and research tools to be included in the dissociative disorder educational booklet.

PAIN

45. Drs. Pain and Silberg will recruit members for the video task force and will develop a plan for the distribution of videos. The mailing list from the American Association of Directors of Psychiatric Residency Training (AADPRT) members has been purchased. Also a list of undergraduate and graduate programs in the United States has been obtained.

Completed

46. Dr. Pain will organize a plan to contact non-renewed members.

Continue

47. Further discussion is needed from the Membership Committee on how to market and advertise ISSD to increase membership.

Continue

48. 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 .

PETERSON

49. The content of the membership brochure will be revised this year to reflect newer activities of the society. A model structure was developed for the brochure, which includes an insert so it is easier to print and change information. Brochure cover should last several years.

Completed

50. Dr. Peterson will develop a proposal in terms of tentative dates, and different structured agendas for frequent telephone meetings for the Executive Council. Will share information with Dr. Chefetz.

SILBERG

51. The Child and Adolescent Task Force will undertake work on the development of a specialty psychotherapy course for treatment of children and adolescents.

52. The Child and Adolescent Task Force will finalize the guidelines and distribute them to the Executive Council for final approval.

Completed

53. Drs Pain and Silberg will recruit members for the video task force and will develop a plan for the distribution of videos.

Completed

54. Dr. Silberg will write an article for ISSD NEWS on the background and activities of the Leadership Council for Mental Health, Justice and the Media

Continue

55. Drs. Chefetz, and Silberg and Mr. Koepke will discuss copy editing for the Child and Adolescent Guidelines.

Completed

56. The Child and Adolescent Task Force will begin accepting revision for the next set of revised Child and Adolescent Guidelines.

Completed

SOMER

57. The 2003 Program Committee will contact ISTSS to discuss the logistics of joint programming for adjacent meeting days.

Completed

58. Dr. Somer agreed to have the approved Child and Adolescent Guidelines translated into the Hebrew language and integrated into teachings in Israel.

59. Drs. Dell, Nijenhuis and Somer will do research on dissociative disorder diagnostic and research tools to be included in the dissociative disorder educational booklet.

YOUNG

60. The Award Committee will develop a proposal for a Life Time Achievement Award and will presents these guidelines to the Executive Council for consideration.

Completed

