

# **HRCA Committees 2025-2026**

## **Advocacy (Committee Chair – Melinda Staton)**

The Advocacy Committee shall disseminate information among members and focus public attention on legislation which would in any way affect guidance, counseling, mental health, or human resource activities in the Southeastern Tidewater area. As appropriate, the Advocacy Relations Committee shall formulate resolutions and propose them to the membership for approval. The Advocacy committee shall plan for and attend the annual Legislative Day in collaboration with the VCA Advocacy Committee. The Advocacy Chair must be a member of the VCA Advocacy Work Group and attend at least one VCA advocacy meeting per quarter.

## **Archives (Committee Chair – Charnetta Waters)**

The Archives Committee shall be responsible for collecting information to be assembled in a scrapbook to be submitted at the state and or national level. It may also be assigned responsibility for tasks related to the process of recording and maintaining documents of historical value to the Chapter. Archive records will serve as official documentation for continuity and accountability. The Archive chair must coordinate with outgoing board members to preserve bios, headshots, contact info. The past president is to ensure the effective transfer of information/access from one position of leadership to the next across the roles of president to president-elect. Prior to exiting the executive board, the past president will provide the board with a biography and picture to be maintained on the HRCA website indefinitely. This maintenance is crucial for the recordkeeping/continuation of the chapter. All presidents should be featured on the website with contact information and a brief biography. This maintenance also includes the effective transfer of chapter access/records to include login information for the HRCA website, email account, and shared drive. Access will be transferred within the last month of the fiscal year to ensure a smooth/effective transfer to the incoming president.

## **Awards (Committee Chair – Charnetta Waters)**

The Awards Committee shall be chaired by the Immediate-Past President. The HRCA Awards Committee shall determine the recipients of the Chapter Awards: "HRCA Counselor of the Year," "HRCA Chapter Member of the Year," "HRCA Humanitarian & Caring Person of the Year" and "HRCA Career Service Award." This committee shall also submit the HRCA Chapter recipients to VCA for the "VCA Counselor of the Year," "VCA Humanitarian & Caring Person of the Year," "William H. Van Hoose Career Service Award" as well as submitting for the "VCA Chapter of the Year (Large & Small)." These awards are not necessarily made annually. This committee is responsible for the submission of materials on behalf of our members for awards at state and national levels.

## **Communications (Committee Chair – Nina Quitugua)**

The Secretary-Elect shall chair the Communications Committee. The Communications Committee shall coordinate the publicity efforts of the Chapter, using the various means available (email, internet, webpage, local newspapers, etc.) to get the word out and keep the membership informed.

## **Ethics (Committee Chair – Ashley Laws)**

The committee on Ethics shall be charged with responsibility of promoting ethical professional behavior among members by providing members with the ACA Code of Ethics, reporting to the members the results of pertinent court rulings, and conducting educational programs as needed.

## **Hospitality (Committee Chair – Vacant)**

The Hospitality Committee provides social amenities for the general membership meetings including the sign-in for members and the checking off of reservation lists. They are also responsible for sending acknowledgments to our members who are ill or who have other unfortunate circumstances such as bereavement.

## **Membership (Committee Chair – Vacant)**

The Membership Committee shall be responsible for the monitoring of membership status and trends, recommend strategies for recruitment and retention.

**Multi-Cultural (Committee Chair – Meagan E. Graham)**

The Multi-Cultural Committee promotes understanding of multi-cultural information and concerns pertaining to the counseling profession through varied efforts such as news articles, programs, etc.

**Newsletter (Committee Chair – Peighton Corley)**

The Newsletter Committee shall be chaired by the student representative. The Newsletter Committee compiles and disseminates the newsletter four times during the year to HRCA membership and retains additional copies for submission to competitions at the state and or national level.

**Professional Development (Committee Chair – Felicia Garrett)**

The Professional Development Committee shall be responsible for promoting and facilitating professional learning opportunities that support the ongoing development of counseling professionals within the Association. The committee shall identify relevant topics; coordinate, develop, and evaluate continuing education programs; and ensure alignment with current professional standards and member needs. The committee shall also establish and maintain protocols for the submission, review, and approval of workshop proposals. All activities shall support the mission and strategic goals of the Hampton Roads Counselors Association.

**Programs (Committee Chair – Meagan E. Graham)**

The Programs Committee shall be chaired by the President-Elect. The Program Committee shall make all arrangements for the Chapter-related meetings (i.e., town halls, professional development events, etc.) This responsibility shall include procuring suitable facilities and arrangements and appropriations for the professional aspect of the meetings.

**Scholarship (Committee Chair – Vacant)**

The Scholarship Committee shall advertise, solicit and adjudicate scholarship applications from individuals in graduate programs, to award an annual scholarship in an amount to be approved by the board.

**Technology (Committee Chair – Samantha Redd)**

The Technology Committee shall be responsible for maintaining and updating the HRCA website, managing virtual platforms such as Zoom, and ensuring the smooth operation of all technology-related aspects for HRCA events and member activities. This includes providing technical support, facilitating virtual meetings, and implementing tools that enhance communication and engagement within the organization.