



**Section on Clinical Psychology
La Section de la psychologie clinique**

Executive Committee Fall Teleconference 2016

**Friday September 14, 2016
10:00 (CST) 11:00 (EST)**

**Attendees: Maxine Holmqvist, Lachlan McWilliams, Carley Pope, Aislin Mushquash,
Caelin White, Pamela Holens**

- 1. Welcome (Maxine)**
- 2. Approval of Agenda (Moved by Lachlan, seconded by Pam)**
- 3. Conference Planning**
 - a. Brief update regarding ICAP 2018**
 - Nominations were submitted for the following:
 - David Jobes (suicide), supported by PHHC, Rural, and Military sections
 - Marvin Goldfried (universal principles of change), supported by PHHC
 - Heather Hadjistravopoulos (online treatments), supported by PHHC
 - Our section supported a nomination for a symposium on Understanding Chaos. Note that supporting is not the same as taking on costs.
 - b. Planning for CPA 2017 (Toronto)**
 - The Convention Submission System will officially open in October. Prior to that time, all CPA Sections are encouraged to get an early start on planning their “Section Program”, as well as submitting any nominations for the CPA’s new Master Lecture Series.
 - Note that Section Programs consist of the following:
 - A Section Annual Meeting (Governance)
 - A Featured Speaker
 - Nominations (if any) for one of the limited CPA Master Lecturers (NEW)
 - A discussion was held and all agreed that we would like to offer a preconference workshop on trauma treatment. Discussed inviting Candace Monson to present this workshop. Discussed asking the Traumatic Stress section if they would like to collaborate. Maxine to follow up.
 - Other options for featured speakers that were discussed included:
 - Martin Antony, possibly on transdiagnostic treatment (<https://martinantony.com/>) – Maxine to contact
 - Zindel Siegel (<http://www.psychiatry.utoronto.ca/people/dr-sindel-v-segal/>) – Maxine to contact

- Sheryl Green - See if Section on Women in Psychology would co-sponsor. (<https://www.stjoes.ca/health-services/mental-health-addiction-services/mental-health-services/women-s-health-concerns-clinic/your-care-team>) – Pam to contact
- Stephen Lewis (non-suicidal self injury and novel approaches to outreach, prevention, and treatment. (<http://www.simhealthlab.com/>) – Consider for Public Lecture this year (typically occurs the night before the CPA conference). All in agreement that this would be a good idea. - Aislin to contact.
- Discussed Paul Frewen for Scientist-Practitioner Early Career Award (SPECAs) this year. Reminder that the SPECAs winner becomes a Section Invited Speaker and moderates the Student Symposium and this should be brought to Paul's attention.
- Discussed other possible topics for future speakers:
 - Restructuring and editing memories
 - Terrorism fears and how these impact the clinician
 - Clinician self-care
 - Vicarious traumatization (ask the psychiatrist who recently came forward with vicarious PTSD?)
 - Psychology in and out of the shadows
- Reviewers to be identified for conference abstracts. Maxine to send master list to Aislin

4. Clinical Practice Guidelines Project Update (Maxine)

- Maxine reported that the environmental scan has almost been completed. A total of 28 resources have been identified thus far with parts of what we want but no resource covers everything. Maxine will circulate the full environmental scan information to the executive within the next couple of weeks.
- A teleconference with the working group has been booked for September 30th.
- Next step will be a needs assessment survey, to be sent out later this fall. Maxine will send a draft to the executive. Executive encouraged to provide additional questions.

5. Communication

- a. Newsletter - French content is being encouraged.
- b. Section management system – there should be an orientation in the fall
- c. Social media – Discussed whether we want to engage in this at this time. Currently there is no strong interest to pursue this.
- d. Our section website – Discussed whether we want to be posting more information on the website and what this might look like. Consensus was that it is looking good as is for now.
- e. Listserve update – requests, policy. Currently we get requests to distribute information and job postings, but the numbers are relatively small. Note that if requests are not time sensitive they can be grouped and sent together.

6. Required changes to by-laws AKA Terms of Reference

- Information provided by Maxine in advance of meeting:
In June of 2015, following a governance review, the CPA Board voted in favour of relabeling the Section By-laws as Terms of Reference. Some Sections have already begun this process. In June 2016, after further discussion that stemmed from questions raised by individual Sections, the Board asked that the Model Terms of Reference be further updated to include new important information. Once approved by the Board, the new Model Terms of Reference will be shared with all the Chairs so that Sections can work on making further updates to their current Terms of Reference. A reminder that all Section Terms of Reference must receive final approval from the Board.
 - Discussion: Note that there is some role flexibility possible and/or extension of terms. Maxine suggested tabling this item for further discussion at the midwinter meeting.

7. Transfer of executive authority for secretary-treasurer – timing (Maxine, Pam)

- Discussed the fact that there were lengthy delays to get reimbursement cheques out after the convention this year, in part to the time it took for materials to be transferred from the new secretary-treasurer from the past secretary-treasurer, the time for signing authority to be transferred, and in part because of the mail strike.
- Discussed whether it should be part of the outgoing Secretary-Treasurer's duties to wrap up the convention-related reimbursements before transferring materials to the new Secretary-Treasurer.
- Tabled for further discussion at mid-winter meeting.

8. Section Membership and Finances Update (Pam)

- Total membership as of September 14, 2016: 901
- Total assets as of September 14, 2016: \$21,024.69
 - Current chequing balance: \$11,824.69 but one outstanding cheque of \$1000.00 to be cashed, leading to an effective balance of \$10,824.69
 - GIC 5-year stepper value approx: \$10,200. Option to cash out without penalty on the anniversary (March 24) of each year. Maxine to get information in writing about whether we are required to cash out the GIC this coming year. To be discussed further at mid-winter meeting.
 - Total withdrawals since the last financial report at the AGM in June 2016 are \$15,390.88 (cheques \$15,373.98 and service charges \$16.90).
 - One deposit of \$714.00 since the AGM.

9. New Business

- a. Discussed today's email from Maxine re: nominating someone to be on Professional Affairs Committee. Let Maxine know if you have ideas for nominees.
- b. Discussed date and location for midwinter meeting. Historically it has been in January, often in Toronto. Maxine suggested this year we have the meeting in Winnipeg because it is a central location and 2 members of the executive live there. Discussed possible dates of January 20/21 or Jan 27/28. Executive to let Maxine know their availability on these dates.

10. Adjournment (Maxine)