Executive Video-Committee Fall Meeting 2020  
- Minutes -  
Friday October 23, 2020 2:30pm CDT  
Via Zoom Videoconference  
Present: Drs. Kristin Reynolds, Kristi Wright, Brigitte Sabourin, Zoe Therrien, and Ms. Jordana Summer

1. Call to order: 2:40pm CDT
2. Approval of Agenda  
   a. Additions: Scoring of SPECA award  
      Proposed by: Kristi Wright  
      Seconded by: Brigitte Sabourin  
      All in favour

3. Approval of Minutes from 2020 Spring exec meeting (May 19, 2020)  
   Proposed by: Brigitte Sabourin  
   Seconded by: Kristin Reynolds  
   All in favour

4. Executive positions and roles  
   a. 2020-2021 year  
      i. Chair – Kristi Wright  
      ii. Past chair - Kristin Reynolds  
      iii. Chair elect – Brigitte Sabourin  
      iv. Secretary-Treasurer – vacant (Brigitte to fulfil role until filled)  
      v. Member-at-large – Zoe Therrien  
      vi. Student Representative – Jordana Summer

   b. Actionable Item: Kristin to send out an additional notice to the listerv to recruit for Secretary-Treasurer position. In recruitment notice – she will highlight that clinical section members who are early-mid career are welcome and encouraged to put their names forward.

a. CPA’s 2021 Annual National Convention  
   • Logistics:  
      i. Virtual  
         • Next meeting of the convention planning committee November 2, 2020 – looking for ideas to make it more engaging/ having it on set days/ not in July
ii. June 2021

- **Section activities:**
  
i. Preconvention workshops – section executive to approach anybody the section would like to encourage to do a pre-convention workshop
  
ii. Two student symposia possibly and two SPECA talks possibly
  
iii. Reception
    
    - Shared reception with other sections (Counselling, Neuropsychology)
  
iv. Section Chair Address - TBD
  
v. Invited talks - Dr. David Dozois has expressed consideration to be the Section Featured Speaker
  
vii. Section-sponsored symposium – none planned for the moment
  
vi. Student symposium – Pre-call to be sent out to the list-serv, to the DCT’s, and to individual researchers in this area and ask them to distribute to known colleagues in the area.

- **Preconvention workshops (PCW) submission system:**
  
i. CPA is overseeing submissions/abstract review system
  
ii. No information yet on criteria/method for evaluating submissions

iii. Responsibilities for submission review in light of current executive members – normally the role of the Member-at-large. Kristin to provide list of reviewers to Zoe through the Drop-Box. Kristin will draft the message inviting reviewers.

5. **Report from the Secretary/Treasurer – Brigitte Sabourin**
   
Update on current section finances : Current bank balance as of Sept 30, 2020: $16,117.74

Costs normally incurred during CPA will again not be incurred for CPA 2021 (confirmed virtual)

a. Membership numbers:
### Membership Type

<table>
<thead>
<tr>
<th>Membership Type</th>
<th>Count</th>
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<tbody>
<tr>
<td>CPA Complimentary Membership</td>
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<td>CPA Fellow</td>
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<tr>
<td>CPA Honorary Life Fellow</td>
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<td>CPA Retired Member</td>
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<tr>
<td>CPA Special Affiliate</td>
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<tr>
<td>CPA Student Affiliate</td>
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<tr>
<td>CPA Student Affiliate - Campus/Student Rep</td>
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</tr>
<tr>
<td>CPA/APA Joint Member</td>
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</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>882</strong></td>
</tr>
</tbody>
</table>

Historical membership information:

- Sept 2019: 820
- Sept 2018: 881
- Sept 2017: 810
- Sept 2016: 901

6. **Executive Structure**

- Familiarity with roles and responsibilities: Review Dropbox Information (2018 Clinical Section Handbook)
- Recruiting for student representative (for June 2021)
- Recruiting for Secretary Treasurer (immediate)

7. **Section Awards**

- Educational Activity Grant for Students
- Award for Clinical Excellence (ACE)
- Ken Bowers Award for Student Research
- Best Student Conference Presentation Award
- Scientist Practitioner Early Career Award (SPECA) - criteria
- Section Fellows

8. **Fall Section Newsletter/Website**

- Recruitment for abstract reviewers
- SPECA Student Symposium Pre-call
• Ads: Student representative and Chair Elect (June 2021) / Secretary Treasurer (immediate)
• EAG award – will send call out for proposals with deadline of end of February 2021
• ACE / SPECA / FELLOWS award (past chair co-ordinates the awards)
  i. Scoring of the SPECA Zoe and Kristi to meet and revise scoring criteria
• EAG award and Ken Bowers award winners
• New roles: Brigitte Chair-Elect / Zoe Member-at-large
• Section Chair and student updates

9. New Business
• Council of Chairs – deferred
• Asthma Fact Sheet – executive to send suggestions / changes
• COVID-19 student research award (16 submissions received 3 submissions awarded) Jordana and Kristi to try to contact a student who has not responded yet to the award notification.
• Grant to promote the field of clinical psychology / contribute to the advancement of the science and practice of clinical psychology
  i. Seed grant for funding for a larger grant (prioritizing new partnerships)
  ii. Feasibility
  iii. Knowledge translation / dissemination / knowledge mobilization
  iv. At least 2 provinces and at least 2 different institutions
  v. 1-pager 11 font (2 cm margin)

10. Next meeting – January 2021
• Virtual

11. Adjournment