Executive Committee Mid-Winter Meeting 2020
- Meeting Minutes -
Friday February 26, 2021, 10am – 12pm (CST)
Virtual

1. Call to order: 10:10 CST

2. Approval of Agenda
   Proposed by: Kristi Wright    Seconded by: Brigitte Sabourin
   All in favour

3. Approval of Minutes from October 23rd, 2020 Fall exec meeting
   Proposed by: Brigitte Sabourin    Seconded by: Zoe Therrien
   All in favour

2. Report from Chair (Kristi Wright)
   • Convention
     ▪ Invited speaker: Dr. David Dozois
       - Same abstract as the talk he was to give last year which has already been approved
       - $100 Chapters Indigo gift card to be sent out as honorarium
     ▪ Invited speaker: Dr. Anne Wagner
       - Abstract has been submitted. In the unlikely case that the abstract is not accepted, Kristi will reach out to CPA organizers and inform them that she is an invited speaker of the clinical section.
       - $100 Chapter/Indigo gift card to be sent out as honorarium
   • Convention planning
     i. Annual Business Meeting (ABM): not scheduled as of yet. CPA will assign dates/ times for the section ABM’s. Kristi will request that the ABM be held immediately following the section Invited Speaker’s talk.
     ii. Section Reception – none for this year
   • Plan for sponsoring/ promoting Clinical Section Content
     i. The executive to create a News Brief once the final convention schedule is received, highlighting content relevant to the Clinical Section (e.g., invited speaker, ABM, etc.). To send to the List-Serv. Kristi and Brigitte to create and review.

• Abstract Review-127 Total Submissions Received (includes 16 carry over from previous year):
  i. 69 posters
  ii. 2 Conversation sessions
  iii. 2 symposia
iv. 10 12-minute talks
v. 23 Gimme-5
vi. 2 Pre-convention Professional Development Workshops
vii. 2 Standard Workshops
viii. 2 Featured Speakers

- 400 Reviews completed
  i. 18 reviewers involved
  ii. Certificates to thank reviewers for their contribution will be e-mailed to reviewers. They will also be recognized at the ABM. If anyone has other ideas regarding ways of recognizing reviewers, they can contact Kristi.

- Discussion of Abstract Review process. The process was smooth and as numbers of submissions were down, every reviewer had fewer submissions to review, which decreased the work compared with last year. To be considered for future years is: the higher the number of reviewers, the less onerous the tasks for each reviewer.

3. Past Chair Report (Kristin Reynolds)
   - Recruitment for new executive positions. Chair elect and student representatives needed for June 2021. Secretary/treasurer position needed immediately. Call for applications will be in the newsletter that will be distributed in early March. Executive members to reach out to their networks for potential applicants for the empty positions.

4. Chair-Elect Report (Brigitte Sabourin)
   - Brigitte to review the website and bring it up to date.
   - CPA Grant – Brigitte to make the last few changes to the call for proposals and send to Kristi by March 1st to send to Listserv

   Current Membership Numbers and comparison from past two years. CPA confirms that membership numbers are high for 2021.
Current financial status: The clinical section continues to be in a strong financial position. The 2021 membership fees are not yet posted in our cash balance and our current cash balance is $11,561.

6. Student Report (Jordana Sommer)
   - Review and update on student educational activity grant – one submission has been received but there are still a few days until the close. Zoe, Kristin, and Jordana to review.
   - Update on student symposium – Occupational Trauma and Mental Health. Three student presenters plus Dr. Mota as moderator. $25 Starbucks gift cards to be sent out to student presenters and a $100 Chapters gift card to be sent out to Dr. Mota
   - Update on other student awards (below)
   - Other issues of interest to the clinical section student body - deferred

7. Awards
   a. 2021 Section Awards
i. ACE: Award for Clinical Excellence: submissions to be sent to Kristin (deadline May 3rd)

ii. SPECA: Scientist Practitioner Early Career Award: submissions to be sent to Brigitte (deadline May 3rd)

iii. Fellows: submissions to be sent to Kristin (deadline May 3rd)

iv. Kristi to complete modifications of the above three awards and send out the to the listserv on March 1st.

v. Student awards

   1. Ken Bowers Student Research Award – call for applications to be distributed shortly (2x$500)
   2. Student Convention Registration Award (10 x $100). Students apply by submitting their title/abstract/proof of submission acceptance. Deadline to register will be two weeks after acceptance of submissions. Winners to be announced at the ABM.

8. Scheduling Spring Teleconference Meeting: May 21, 2021 at 9:30am -11:30am CST/ 10:30am -12:30pm CDT