



## EXECUTIVE COMMITTEE MEETING MINUTES

Date: September 9, 2024

Attended: S Greenham, L Graff, S Kidd, B Diplock, K Collimore, K Mothersill, J Pellizzari, J Heintz-Grove

Regrets: A Pontefract

Minute taker: S Kidd

1. Approval of Minutes - May 13, June 22, 2024  
All: Approved
2. Approval/ Additions to Agenda (All)  
All: Approved; add review of award costs under treasurer's report
3. Chair's Report (Lesley)
  - a) All were thanked for continuing in and/or renewing their roles, and particular thanks to Ben for continuing post-residency to recruit a new student rep.
  - b) CPA retreat/ think tank for recruitment/retention in public health sector  
CPA head office has not yet provided follow up communication or action from the June meeting; Sean has reached out to query timeline. Maria Kokai had proposed consolidating strategies for recruitment /retention with two separate workstreams for health and school sector psychology sectors respectively. CPA was to set up a next meeting with school psychology leadership across the provinces. Executive members noted some of the ongoing challenges in their settings. In Ontario anecdotal observation suggests some decrease in private practice referrals which may be an opportunity to attract back to the public sector  
**ACTION: Lesley and Sean** to request a meeting with Lisa/Glenn ASAP to map out concrete action and supports by CPA.  
**Stephanie** to summarize and share notes from the panel with PHHC section executive.
  - c) 2025 convention planning  
Sean flagged the executive will need to consider funding constraints in planning conference program for 2025.  
There was support to prioritize clinically applied sessions relevant to hospital/health system practice e.g., topical clinical workshop. Ideas included efficient assessment report preparation (session cancelled in 2024; invite in 2025?), decolonizing clinical reports, outreach of specialized hospital services to rural/remote communities (partner

with Rural/Northern section for symposium?), with further brainstorming and planning next meeting.

There was agreement to consider a panel every 2 years rather than annually; for 2025 or 2026 consider engaging the 2024 section award winners and early career public health sector psychologists from other areas of the country.

For 2025 conference, consider connecting with Nfld/Maritime colleagues to identify regional experts for featured speaker.

**ACTION: Kerry** to discuss informally with his contact; **Lesley** to connect with Nfld colleague and potentially invite to next executive conference planning meeting or send recommendations. **Jane** to check details of cancelled assessment report workshop

#### 4. Reports from Executive

- a) Communications – this has not been a specific member role but is an important standing item, with consideration of approaches such as a newsletter, social media, use of the listserv. It is recognized there needs to be a way to be efficient and connect, both internally for section members and externally for the broader community of practice leadership in the health sector. Student member outreach needs further discussion

**ACTION: Sean** to locate benefits of joining the section item he had previously circulated and attach to these minutes for executive to use with their colleagues. **Lesley/Sean** to diarize circulation to the section membership and potentially to CPA membership at member renewal time. Student outreach on the agenda for next meeting

- b) Secretary- Treasurer (Jane)

Noted a lag re: CPA finance regarding member dues and expense payout. Section balance as of end of July was \$4492.50, with conference costs still pending, anticipated to be approximately \$2000.

There was agreement to shift to formal certificate as is done for other prestigious awards including CPA fellows; this also allows prioritizing budget for other aspects.

**ACTION: Lesley/Sean** to finalize.

- c) Student Report (Ben -interim)

The invitation for a section student representative was widely disseminated in August to doctoral clinical training programs.

#### 5. New Business

- a) Eligibility Requirements for Student Representative :

Eligibility requirements were revisited in the meeting, as current requirement is for a PhD student to facilitate that the candidate is knowledgeable and invested in the public health sector for career planning. The executive agreed the eligibility could be expanded to 2<sup>nd</sup> year Masters with demonstration of commitment and interest in system advocacy and the health sector.

- b) Goals for 2024/25 – deferred to next meeting; include planning for next community of practice national meeting.

#### 6. Meeting schedule

**ACTION: Lesley** to set October meeting

#### 7. Adjournment: 1:02 pm CST