



**PSYCHOLOGISTS IN HOSPITALS
AND HEALTH CENTRES**
SECTION
**PSYCHOLOGUES EN MILIEUX
HOSPITALIERS ET EN CENTRES
DE SANTÉ**

EXECUTIVE COMMITTEE MEETING MINUTES

Date: January 20 2025

Attended: S Greenham, L Graff, A Pontefract, J Pellizzari, J Heintz-Grove, A. O'Callahan, S. Kidd, K Collimore

Regrets: B Diplock; K Mothersill

1. Approval/ Additions to Agenda (All) - Approved
2. Approval of Minutes – December 16, 2024 - Approved
3. Reports from Executive
 - a) Chair (Lesley)
 - Executive list and contacts updated for CPA Sections; all were asked by CPA to ensure membership renewed because core requirement to be on section executive.
 - Communication regarding reasons to renew or join the section was sent through Section listserv in December, and to the national community of practice network. In discussion with CPA, they have agreed to include a 200 word member outreach notice in the CPA January newsletter
 - Executive members involved in the conference abstract review process were thanked for their contribution; Joe advised recommendations have been submitted to CPA.
 - Section Award call – timing. Executive members advised this call can go out in February with monthly reminders and potential targeted outreach to prompt nominations. Any nominees from last year can be carried forward one year for consideration if supported by nominators. Sean offered to manage the awards process this year again.
ACTION: Sean to review and update survey monkey submission portal used last year; contact nominator of any nominations carried forward to confirm individual still in good standing to be considered.
 - b) Secretary- Treasurer (Jane)
 - No financial updates yet from CPA; will circulate to the executive for information when received.
 - c) Student Report (Aidan)

- Proposing Q&A virtual event with moderated discussion to encourage consideration of practica and residencies in hospital/health centre settings
- Would target clinical graduate students already CPA members, potentially through student section and connection with related Sections to their student members (e.g., Behavioral Medicine/Health; Clinical)
- Support from Executive with some discussion of timing; potentially end of April/early May.
ACTION: Aidan will prep overview of plan and circulate to executive for feedback

d) Communications

- Section awards information and Section conference program updates should be focus over the next few months leading up to the June convention. See past listserv notices for examples.

4. Bring forward for Decision/Action

a) CPA health sector working group – membership (Sean)

- Response from CPA Executive - confirmed frame as task force, and provided suggestions for membership which overlapped with list Sean and Lesley were assembling
- Briefly reviewed representativeness and categories for proposed membership of task force, including: Sean/Lesley co chair; 1-2 additional from PHHC executive including ideally one with child specialty; student rep (current or past)
- Use of funding – clarified process with CPA; can get RA support for meeting coordination and survey support through Lesley's department, accessing the funding provided by CPA for this initiative
- Draft invitation - focused on period from now until convention as starting point; anticipate 3-4 consultation meetings by June; will send out within the week then ste meetings. Group would set terms of reference building on work of prior think tanks. Lisa, Glenn and /or Stewart would attend.
- Suggestion for position paper and/or briefing note as an initiative of the task force to be utilized as a resource for advocacy with funding decision makers such as government, hospital executives. Consideration of patient/family input at some point in the process
ACTION: Stephanie and Jane to advise Sean/Lesley if either can participate in the task force on behalf of the Section executive to ensure child specialty lens.

b) National community of practice advocacy – meeting plan and date (Sean)

- Zoom meeting invitation circulated – **February 11th at 11 CST/noon EST**
- Lesley to moderate; Sean and Melissa to prepare 15-20 minute presentation then Q and A
- This is also good opportunity for brief update on section business (e.g., call for award nominations, encourage section membership, convention)

c) Response to Canadian Psychology article update (Kerry)

- Amanda and Kerry met in December to collate key points; Kerry is drafting;
ACTION: Amanda to clarify any communication with editor to date

d) Psynopsis 2025 special edition

- Not clear expectations regarding the invitation and what the role of Guest Editor(s) would be relative to Psynopsis Editor.

ACTION: Lesley to invite Editor to next executive meeting

5. New Business
6. Meeting schedule
 - Planned for Tuesday **February 18 11 CST/12 EST** due to February 17th stat holiday.
7. Adjournment