



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

## EXECUTIVE COMMITTEE MEETING MINUTES

Date: March 17 , 2025

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

Regrets: B Diplock

1. Approval/ Additions to Agenda (All)
  - a) No additions
  - b) CPA attendance – a number of the executive will attend; some are tentative; we will have good representation
2. Approval of Minutes – February 18 2025 previously distributed
  - a) Minutes approved – no changes
3. Reports from Executive
  - a) Chair (Lesley)
    - Call for Section awards nominations has gone out; last year's award nominators have all confirmed support to move forward nominees for consideration for 2025 awards, and will be updating the nomination information
    - Tentative convention program schedule was sent to Section Chairs; no obvious conflicts noted for PHHC Section events; PHHC featured speaker, student symposium, AGM are scheduled for Thursday; joint reception on Friday.
    - CPA has requested an Annual Report for our section– former chairs clarified this is a brief bullet point summary of highlights for ongoing initiatives and work of the committee;
      - i. **Action** – Sean to send prior year example; Lesley to draft for committee review. Deadline to CPA is April 2
    - ASPPB and APA – US examining curriculum/accreditation/licensing at Masters level for independent practice; may be recommending this be under different title than Psychologist (doctoral) for transparency to public. Clinical Neuropsychology Section invited Section chairs to meet and consider CPA level response. Neither Lesley or Sean were able to attend. Discussion by executive noted: 19 states licence at the Masters level, title is typically ‘Associate’ level (Kerry); this issue is under review by Professional Affairs Committee (Amanda); relevant to PHHC Section mandate
      - i. **Action** – Lesley to follow-up with Chair, Section of Clinical Neuropsychology
  - b) Secretary- Treasurer (Jane)

- Balance as of January 31, 2025 - 3900.02
- Revenue from section dues to date– 1558.00
- Expected expenses pending for 2025 include featured speaker honorarium, Section award certificates and mailing, convention joint reception
- 3 Year comparison of balance and dues received:

Year	Balance incl dues ending Jan 31.	Dues received by Jan 31	Dues received in advance of Convention
2025	3900.02	1558	TBD
2024	4119.5	1118	623
2023	6069.81	1245	91

- Note: 2025 dues received represent just over a 29% increase in dues revenue compared to 2024 as of January 31. Dues received in advance of 2024 convention represented approx. 35 % of total annual revenue from dues in 2024. This represents a substantial increase from overall 2023 dues received but there is limited comparison given restrictions in travel were ongoing in 2023. Jane will monitor dues received for financial statement ending April 30, 2025 for comparison with 2024 trends.
- Question was raised about membership fee increase from current \$15. Would be important to consider what the current financial state limits the executive from actioning currently or in near future, in order to support a fee increase. Would be helpful to review other Sections' fees to ensure aligned generally.

**Action:** Defer discussion to later meeting.

c) Student Report (Aidan)

- Residency in Health Sector Q and A national session for pre-residency clinical graduate students is scheduled for May 14, 2025 **VIRTUAL**. Aidan has secured 2 panel members - current residents based in Halifax & Winnipeg (Univeristy of Manitoba) residencies. In discussion it was noted that, with an hour for the session, 2 may be sufficient as allows for brief overviews of decision/planning. Aidan will have questions ready to facilitate discussion, and is inviting question submission in the registration. He is receptive to 1 more resident, potentially from west (cross country representation) or Ontario (large number of residencies).
  - Action** – Kerry (AB) and Joe (ON) to each check for possible resident participants through their programs.
  - Action** – Aiden has a plan for invitation distribution within and external to CPA, including connecting with CCPPP to request circulation to all clinical doctoral training programs.

d) Member at Large items

- No items brought forward

e) Communications

- Stephanie – in advance of convention will need to send out an email highlighting the section activities
  - Action** – Lesly send out email of section schedule approximately 6-8 weeks ahead of the conference, with potentially one follow up. .

4. Bring forward for Decision/Action

a) Response to Canadian Psychology article update (Kerry)

- First draft circulated to Executive; Kerry appreciative of input to date. Joe supportive, but may not be able to participate given current time constraints. 3 others needing more time to review and comment.  
**Action:** Any additional recommendations to be sent to Kerry by the end of the week, or advise Kerry of timing.
  - b) CPA health sector task force – update (Sean)
    - 1st CPA Task Force meeting held in February, with 2<sup>nd</sup> scheduled for March 20. ~12 members; good representation including professional practice leads from across Canada, CPAP, CCPPP, university leadership and CPA. Practical strategy is to build task list; profile key lessons learned and activities from 2-3 jurisdictions. There is interest in a hybrid meeting at the convention, to be finalized with CPA. Goals are short-term/ foundational currently, with expectation at least a year will be needed to identify and action impactful goals.
  - c) National community of practice advocacy – deferred (Sean)
  - d) Psynopsis 2025 special edition
    - Discussion deferred due to time  
**Action:** dedicate half of April meeting to brainstorm outreach/topics.
    - CPA has requested a draft Call for Papers by April 1, 2025. (Kerry)
    - Clarified from prior discussion focus is in health sector (vs public sector generally) and initiative of the section (ie sponsored and guided by the Section Executive)
5. New Business
- a) Response to Section request for communication support re CPA and EDIA
    - Reviewed request and letter drafted by a group of Sections who raised concerns CPA not responsive or doing enough regarding EDIA in the strategic plan and decisions; reviewed communication from CPA’s CEO and President, the latter advising strategic plan is still in process, the Board is appreciative of feedback received to date, and is committed to advance EDIA and reconciliation, with examples provided. Executive supports critical importance of action and leadership in this area; from process perspective look for input to letter and opportunity to engage own section members but time frame quite short.  
**Action:** seek clarification from Section leads on intent with letter following recent CPA CEO communication; loop back to Section executive for decision.
6. Meeting schedule
- a) April 22, 2025 11 CST/Noon EST (All)
7. Adjournment 1:04 pm EST