



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

EXECUTIVE COMMITTEE MEETING MINUTES

Date: May 21 , 2025

Attended: L Graff, K Collimore, A O'Callahan, A Pontefract, S Kidd, J Pellizzari

Regrets: S Greenham, J Henitz-Grove, B Diplock, K Mothersill

Minutes: K Collimore

1. Approval/ Additions to Agenda - approved
2. Approval of Minutes – April 24 2025 (previously distributed) - approved
3. Reports from Executive
 - a) Chair (Lesley)
 - CPA joint reception – confirmed 10 spots for the Section
 - Updated the Section website – front page now includes awardees from prior years and highlights of current Executive initiatives, Section business has its own page (e.g, executive meeting minutes; AGM minutes); Section awards has its own page (terms of reference and process)
 - b) Secretary- Treasurer (Jane- regrets) – no updates
 - c) Student Report (Aidan)
 - 70 students joined the Zoom webinar for the residency preparation Q&A and 20 followed up requesting the summary document
 - Attendees were from graduate MA and PhD levels of training; good representation across the country; positively engaged in the session
 - Will plan to offer this event again in 2026
 - CPA 2004 residency handbook was noted to be somewhat outdated
 - Action: A O'Callahan to connect with Stewart Madon to explore CPA plans to update this resource
 - d) Member at Large items
 - a. Canadian Psychology response submission (Kerry- regrets); no update
 - b. J. Pellizzari – queried which executive may be completing terms this year or in 2026 in order to plan for nominations; he advised he would be stepping down as MAL at end of his term in 2026.
 - Nominations at the AGM tend to be from small pool of attendees; there was discussion of alternate process of emailed nominations and vote via email. When

nominations are needed could consider call out to the Community of Practice network regarding available executive positions for 2026.

- Action: L. Graff to review AGM minutes to see which executive might be nearing end of terms and connect to determine openness to renewing their terms. L. Graff to check Section terms of reference re: nomination/election process. S. Kidd offered to set up a surveymonkey to assist with voting process if can use an electronic process.

e) Communications - website

- See above Chair's update
- Announcements have been circulated via the Section listserv regarding the Psynopsis special edition and regarding Section activities at CPA convention
- Section awards will be announced at the Section's AGM at the convention
- Action: Executive attending the convention asked to take pictures related to Section activities or members for the website.

f) CPA Conflict of Interest (standing item)

- Relates to CPA's code of conduct for Sections' executive members; will remain on agenda as standing item to facilitate awareness

4. Bring forward for Decision/Action

g) **Psynopsis 2025 special edition review and feedback plan (Lesley for Kerry)**

- Call has gone out by CPA, and through Section listserv and national Community of Practice network; all executive members were encouraged to highlight this opportunity to clinical colleagues.
- K. Mothersill is guest editor; review committee needed to support Kerry with submission review and prioritization
 - o J. Pellizzari and K. Collimore volunteered
 - o A. O'Callahan is available in July
- Action: L. Graff to update K. Mothersill regarding review committee to support him as guest editor

h) **Section awardees (in camera)**

i) CPA health sector task force – update (Lesley for Sean)

- There is one more meeting before the convention
- Planning is underway for a hybrid meeting at the convention to map actions for the coming year

j) National community of practice advocacy – deferred (Sean)

5. New Business

a) **Section AGM meeting prep**

- There is interest in a hybrid meeting to ensure awardees and their nominators can participate as well as Section executive who won't be at the convention
- Action: S Kidd to check feasibility with convention team
- Action: L. Graff to draft slides, review with Past Chair S Kidd and circulate to the executive for further input.

6. Meeting schedule (All)

Brief meeting may take place at convention; next meeting formally scheduled for September.

7. Adjournment

