



Canadian Psychological Association

Section on Psychologists in Hospital and Health Centres (PHHC)

MINUTES

EXECUTIVE COMMITTEE MEETING

October 28, 2019

Present: Amanda Pontefract (Recorder), Simone Kortstee, Vincent Santiago, Cheryl Nekolaichuk, Stephanie Greenham, Sandra Clark

1. Approval of Minutes from October 7, 2019 (All)
 - Minutes approved
2. Approval/ Additions to Agenda (All)
 - student request (from Chelsea Moran)
3. Chair's Report (Simone)
 - a. 2020 Convention Planning
 - Content
 - Invited Speaker
 - Susan Farrell is interested in speaking, with positive spin

ACTION: Stephanie, Amanda and Vincent to discuss with Susan on November 8

- Panel (1.5 hours)
 - Realities of hospital challenges, what it takes to work in a hospital
 - Recognize informal leadership roles
 - Schedule during conference, not pre-convention workshop
 - Opportunities as a psychologist, skillsets, role clarity
 - Innovation for psychologists

ACTION: Sandra. Simone and Vincent will work on submission

- PPL meeting at CPA (Kerry Mothersill request)
 - Effective models of service delivery in community mental health settings that maximize role clarity and skill

ACTION: Amanda will contact Kerry Mothersill for further clarification

- Video recording
 - Record speaker, not panel
 - Plan is to provide a summary of panel discussion to Members
- Student Awards (Vincent)
 - 2 awards at \$250 each (1 for poster, 1 for presentation)
 - Travel award \$500 for Student rep on Executive
 - Vincent reached out to connect with students in clinical psychology programs
 - Vincent will review submissions with committee, make recommendations, submit to CPA
- Student request from Chelsea Moran-update website

ACTION: Simone will send student award information to Tim Bleeker for PHHC Section Website; Vincent will send info to students, Simone will send to PHHC Members re: student submission process

- Several members offered to help review submissions

b. Committees- Leadership (Simone) -deferred

- Executive Committee member roles
- Leadership options
- Guidelines Revisited (carried over from last year)
 1. Resource Guide for Managers of Psychologists
 2. Guideline for the Organization of Psychology in Hospitals and Health Centres

4. Reports from Executive

- a. Communications Committee Report (All)
- Newsletter
 - Webinars
 - Communication Platform for PHHC Members (Stephanie)
 - List serve/ Google Groups
 - Closed group; people can be invited to join
 - Will need someone to act as administrator and enter information, add blurb and send out invitation
 - Recipients will click to accept Membership to Google group
 - Need to check technology requirements
 - PHHC Executive will pilot Google group prior to launch
- ACTION:** Simone and Stephanie will check with CPA, members need to opt in

b. Secretary – Treasurer’s Report (Amanda)

- Evidence Based practice funding request -carried forward from 2018

ACTION: Amanda to follow up with CPA head office re: funding for Maxine’s project

c. Student Report (Vincent) -see convention section 3a

5. Meeting schedule (Amanda)

- November 18, 12:30 p.m.

6. Adjournment

- 4:00 p.m.