Canadian Psychological Association

Section on Psychologists in Hospital and Health Centres (PHHC)

Minutes

EXECUTIVE COMMITTEE MEETING

April 12, 2022

Present: Stephanie Greenham, Sean Kidd, Kelsey Collimore, Kerry Mothersill, Joseph Pellizzari, Rebecca Vendittelli, Amanda Pontefract (recorder)

1. Approval of Minutes from February 28, 2022 (All)
   - Approved

2. Approval/ Additions to Agenda (All)
   - Approved

3. Chair’s Report (Stephanie)
   - CPA section executives have reported receiving E-mail scams, please be wary
   - Code of conduct for CPA Sections- needs to be reviewed and signed
     ACTION: PHHC Executive to review and sign, Stephanie will resend
   - Asked to comment on pediatric pain fact sheets; if you have expertise in this area, please provide feedback
   - Goals for 2021/22
     o See Communications Report for the following:
       - Optimize uptake of Google Group
       - Continue to identify PPL/Chiefs and facilitate leadership networking
Opportunities
- Plan for virtual Town Hall based on survey feedback (Stephanie)
  - On-demand CPA Continuing professional development (webinar content)
  - Advocacy for retention and recruitment of psychologists

- Convention planning-speakers, awards
  - Speakers and section programming
    - Section programming is Friday June 17 (2-7 pm)
    - Graduate student symposium- 2-3 pm
  - AGM -Friday
  - Reception- haven’t heard from other sections yet.

ACTION: Stephanie will contact other sections who want to co-host reception
- No new nominations for the awards- our guidelines state we can consider past nominees

ACTION: Stephanie to send out a reminder email to members

- Executive positions
  - Role clarity (Communication/newsletter; COVID, Leadership)
  - Vacant positions (deferred)

4. Reports from Executive

a. Communications Report (All)
   - Newsletter
   - Webinars
   - Communication Platform (All)
     - List serve/ Google Groups (Stephanie)
     - PL List
     - May 4 leader Community of Practice meeting
       - Plan is to highlight the main issues, and then focus on where we can find inroads strategies, solution focused
         ✓ Scope limits
         ✓ Salary
         ✓ Flexibility
         ✓ Pandemic impact (virtual work)
         ✓ Lots of work in private practices, more diversity in private practice
         ✓ Inconsistency in autonomy based on reporting structures
         ✓ Challenges in recruitment for speciality area
         ✓ CPO competencies present hiring barrier
         ✓ Lack of access to academic affiliations
         ✓ Clinical programs and need to orient students to hospital work
         ✓ Funding models, beliefs around what they can pay for
         ✓ Compensation for leadership roles

- Stephanie can present the challenges, Sean can facilitate the discussion
- Start with a slide of objectives of session
There will be a few questions: recruiting, versus retaining
- Can capture suggestions
- Perhaps a newsletter “Emerging Ideas”
**ACTION:** Sean to build a few slides to prepare for discussion
- Discussion: questions to lead
  - Share a strategy for recruiting
  - Share a strategy for retaining
- 24 have accepted
- Invite them to share news of this event with other leaders
- We can send out a survey to the whole group, and also ask about other ideas for discussion
- We want to develop some cadence on this and build a group
- Also plug for conference/reception

b. Secretary – Treasurer’s Report (Amanda)
- Section dues up to Jan 31 = $1,404
  - 176 members- 61 are students
- Total section funds = $7233.56
- Special project or other awards — (deferred)
- PHHC Section Fellow/award nominations (due April 30)
- Plan AGM content (defer)
- Honoraria for presenters
  - CPA waves registration fee for one speaker
  - One registration covered by CPA
  - We need to pay equivalent of registration for the other plus $500
  - $500 student merit award and travel award ($250 each)
  - $500 for student rep travel
  - Approx. $150 plaque for award recipient

c. Student Report (Rebecca)
- One speaker must be in-person
- Student committee met to get back on track
- Specialized g-mail account, Twitter and Instagram accounts
- CPA does not have guidelines for posting yet
- Students might want their own social activity

**ACTION:** Amanda will review previous student social activities should they want to do something

5. Meeting schedule (Amanda)
   - Next meeting scheduled for May 9, 2022: 1-2 pm EST

6. Adjournment
   - Meeting adjourned 2 p.m. EST