



TELECONFERENCE MINUTES

CPA Section of Psychologists in Hospitals and Healthcare Centres Executive Committee Meeting

Friday, April 28, 2017
12:00-1:30 pm Atlantic Daylight Time (Halifax)

Present: Deanne Simms (Chair), Fanie Collardeau, Theo DeGagne, Dawn Phillips, Bob McIlwraith, Vicky Wolfe, Amanda Pontefract

1. Approval of Agenda (Deanne)
 - Approved
2. Approval of Minutes of meeting March 20, 2017
 - Approved
3. Chair's Report (Deanne)
 - Annual report compiled, includes accomplishments and focus for next year
 - Theresa Newlove; Pediatric somatization workshop
 - Requested funds for printing workshop materials; approved
 - Please advertise workshop widely
 - As executive members not available for Saturday to review student contributions, Deanne requested material be reviewed in advance to assist with decisions for awards
 - Deanne missed last professional affairs committee meeting; they are making progress in developing training conference on future of professional psychology in Canada

- Karen Cohen met with Psychology leaders in Atlantic provinces; respective College Boards, and fraternal associations on status of Psychology in region
 - An MOA is in place for NS, NB and PEI; recognizes cross-border practice for these 3 provinces.
 - Advocacy for region was discussed
- Lisa Votta-Bleeker- provided Deanne with feedback from members about post-concussion fact sheet
- Met with Vicky Wolfe about handover
- Letter to Canadian Journal of Pediatric Health was published and available online
- **ACTION:** Deanne will disseminate letter to Executive and include link on Section website

4. Communications Committee Report (Theo)
 - Newsletter complete
 - Deanne wrote a nice piece and summarizing upcoming CPA events
 - Note from incoming Chair, Vicky Wolfe
 - Fanie contributed a piece
 - Only received a few links to hospitals and health centres; will put the links in to motivate others to send their links as well
 - Deanne provided names for the listserv;
 - Executive to address listserv once new Executive members in place
 - Deanne thanked Theo for his contributions
 - **ACTION:** Theo will send Executive a copy of upcoming newsletter
5. Secretary – Treasurer’s Report (Amanda)
 - \$6,658.92
 - Deposit of \$1,930 in membership dues
 - Budgeted \$2,250 for convention catering (added \$250 student award to this from last year)
 - Plan is for open bar and snacks
 - Students might like to go out separately, elsewhere after; Section can provide some financial support for this as well
 - **ACTION:** Once finalized, the social activities will be communicated to the students
6. 2017 Convention Report (All)
 - Vicky, Bob, Deanne and Amanda attending the convention
 - Fanie may not be able to attend, but hopefully, Julie can attend
 - No longer need funding from rural section since no e-therapy workshop
 - Neuropsychology Section co-sponsorship not needed as content will not be taking place

- Theo may present an update on e-therapy next year in Montreal
 - Annual business meeting; Deanne will create a PowerPoint presentation, with what the section has been working on this year
 - Executive Members leaving to be added to PowerPoint
 - **ACTION:** Bob to order 12 more T-shirts and provide a receipt
7. Leadership & Mentorship Committee (Vicky)
- No updates
8. Nomination Report (Bob)
- Member at large position –Marcie Balch
 - Student representative- Julia Grummisch
 - Chair elect- Simone Kortsee- needs to send in cv with 3 emails of support
 - Since only one nominee for position, can be filled by acclamation; ratified at annual business meeting
9. Student Representative Report (Fanie)
- Fanie in contact with students presenting at symposium, letting them know about the award
 - Deanne thanked Fanie for her contributions, including developing graduate symposium
 - 38 student affiliate members
 - Rebecca considering continuing on student committee along with Julia
 - Twitter continuing; managed by Julia
 - Organizing resources collected for students preparing to apply for internship
 - Fanie is organizing information for student rep for succession planning
10. Other (All)
- No further update on guidelines
 - Deanne is looking into the portal as an option to store FAQ's or guides for Executive positions to assist with succession planning
11. Adjourn
- Meeting adjourned at 1:10 pm Atlantic time