TELECONFERENCE MINUTES

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

Wednesday, November 8, 2017
4:00-5:30 pm Atlantic Daylight Time (Halifax)

Present: Vicky Wolfe (Chair), Dawn Phillips, Amanda Pontefract (recorder), Julia Grummisch, Deanne Simms, Simone Kortsee, Marcie Balch

1. Approval of Minutes from AGM (June 9, 2017) and April 28, 2017
   • Deferred

2. Approval/ Additions to Agenda (Vicky)
   • Approved

3. Chair’s Report (Vicky)

Business arising from AGM

   i. Planning for Convention
      • Concerns about cost and time required to attend and how clusters are organized

   ii. Timeline
      • Abstract submission deadline is Dec. 1

   iii. Speakers/topics
      • Medical Assistance in Dying (MAID)
      • Marijuana—in a hospital setting
      • Technostress or technology in health care setting
• Perhaps generate a pre-convention leadership workshop or smaller workshop to work on common problems

iv. Workshops
• Open to any ideas, not clear how it’s working this year

v. Student involvement

vi. Survey of Psychologists in Hospitals and Health Centres
[See attached survey poster form Association of Psychologists in Academic Health Centers (APA counterpart)]
• Would like to survey our members from time to time on issues
• If we think the attached survey is relevant to us; we can do so in Spring

ACTION: Amanda will connect Vicky to Keith Wilson re: MAID

4. Reports from Executive

a. Communications Committee Report (Marcie)
• Marcie agreed to take on Chair for this committee
• Encourage people to submit to convention
• Could highlight achievements (award winners) at last June’s convention
• Students are interested in writing something for the newsletter
• We can ask Vincent to summarize what he presented or give an update on project
• Vicky could send out letter asking members to volunteer to help out
• Theo was previously working on newsletter, listserve and social media presence
• We will aim to disseminate by mid January
• Vicky will urge submissions for convention in the interim

b. Secretary – Treasurer’s Report (Amanda)
• $6,060.88 o
• We provided Theresa Newlove with $300 to offset some of the printing costs for the workshop

c. Leadership & Mentorship Committee (Simone)
• No update

d. Students (Julia Grummisch)
• Two presentations took place to our knowledge
• Need to consider how to encourage students to apply for our award competition
• Graduate symposium- are we offering it this year?
Anyone can present, oral presentation (about 15 min)
We select 2-3 of the submissions to present at the graduate symposium
Nov 17 submissions due, Nov 24 we will notify those selected-

**ACTIONS:**
- Vicky to investigate if we can email students and if Julia can have access to list
- Vicky to ask CPA if Dec 1 is deadline for our section submissions to be submitted to CPA

5. **Meeting schedule**
   - Deferrred

6. **Other**
   - Psychology Month
     - Perhaps we could talk about in cross-country check up?
     - Host a movie that has psychology themed movie- Vicky
     - Amanda discussed some of TOH’s activities (mobile clinics for staff)
     - 2 years ago in Halifax, mindfulness and stress-Michael Vallis

7. **Meeting adjourned**: 5:30 Atlantic time