

**PSYCHOLOGISTS IN HOSPITALS AND HEALTH CARE CENTRES**

**SECTION OF THE CPA**

CANADIAN  
PSYCHOLOGICAL  
ASSOCIATION



SOCIÉTÉ  
CANADIENNE  
DE PSYCHOLOGIE

**PSYCHOLOGUES EN MILIEUX HOSPITALIERS ET EN CENTRES DE SANTÉ**

**SECTION DE LA SCP**

## Canadian Psychological Association

### Section on Psychologists in Hospital and Health Centres (PHHC) MINUTES

EXECUTIVE COMMITTEE MEETING

February 23, 2021

Present: Stephanie Greenham, Vincent Santiago, Cheryl Nekolaichuk, Sandra Clark, Amanda Pontefract (recorder)

Regrets: Simone Kortstee

1. Approval of Minutes from February 2, 2021 (All)
  - Minutes approved
2. Approval/ Additions to Agenda (All)
  - Agenda approved
3. Chair's Report (Stephanie)
  - Bylaw changes
    - Revised document -
    - No response yet from CPA
  - Executive positions
    - Role clarity (Communication/newsletter; COVID, Leadership)
      - Bob McIlwraith or Kerri Mothersill to discuss PHHC vision (Fellows, awards etc) (Sandra)
      - We have received some Section history from Bob, waiting to confirm a meeting date
    - PHHC Executive terms ending 2021: 2 Members at-Large (Sandra & Cheryl), Chair-Elect, Student Representative
    - Communication, nomination process for members
      - We will focus on recruiting; there is Member interested in joining Executive from East coast

-It would be helpful to first hear back from CPA regarding Bylaw changes since proposed changes include request to add 2 more Members-at-large

**ACTION:** Stephanie will confirm timelines for communicating about positions/nominations for our vacant positions

- Convention (June 7-25, 2021)
  - Speakers
    - Panel (nothing to report)
    - Submission of Reviews -Feb 26. Deadline (Sandra)
      - Reviews need to be completed by Feb 24 so we can meet submission deadline
    - Communication for other Sections to promote our own Section's activities, as well as other Sections'
      - Will occur once we have our planning completed
    - AGM is Tuesday June 15; 1 p.m. 2:00 p.m., followed by networking event 2p.m.-3 p.m. E.S.T.
  - Emerging Issues -COVID issues- virtual care, student concerns (deferred until needs assessment complete)
  - Bringing Section together- for networking, learning, meeting needs of group, since virtual care is here to stay (deferred)
  - Email messages to members
    - Draft survey asking about Members' needs (Stephanie)
      - deferred until we meet with Bob and Kerry
    - Send-outs- PHHC Executive to check if we received them
      - We are all receiving the messages
- 4. Other business
  - Nothing to report
- 5. Reports from Executive
  - Communications Report (All)
    - Newsletter
    - Webinars
    - Communication Platform for PHHC Members
      - List serve/ Google Groups (Stephanie)
        - We need to find out more about what Members want in communication as we are mindful of the numerous demands on members during the pandemic
        - We will be able to ask membership to help populate PL list
  - Secretary – Treasurer's Report (Amanda)
    - Decrease in membership
    - We can explore if other sections also experiencing decrease

**ACTION:** Stephanie can bring forward to Section Chair meeting
  - Student Report (Vincent)
    - Election process will be initiated
    - Nothing further to report
- 6. Meeting schedule (Amanda)
  - Tentative meeting for either March 23 or 30

7. Adjournment

- Adjourned at 11:18 a.m. EST