



Canadian Psychological Association

Section on Psychologists in Hospital and Health Centres (PHHC)

Minutes

EXECUTIVE COMMITTEE MEETING

March 5, 2019

Present: Marcie Balch, Simone Kortsee, Amanda Pontefract (recorder), Deanne Simms

Regrets: Julia Grummisch, Vicky Wolfe

1. Approval of Minutes from January 8, 2019 (All)
 - Minutes approved (Simone, Marcie)
2. Approval/ Additions to Agenda (All)
 - Agenda approved (Simone, Marcie)
3. Chair's Report (Simone)
 - a. 2019 Convention
 - i. Convention -PHHC events
 - Expert Panel to field practice questions submitted by Members of PHHC Section of CPA
 - Mentorship for early career psychologists
 - Continuing to consider co-hosting reception with other sections

- Waiting to hear back from CPA regarding co-hosting, possibly clustering of sections
- Simone had connected with clinical and health sections, but put it on hold

ACTION: Simone to follow up with CPA re: reception

ii. Student involvement and awards

- A group of students presenting at CPA, we will need to decide process
- We will coordinate closer to convention

b. Committees- Leadership (Simone)

i. Leadership options

- In past there have been workshops
- Intention to encourage people to take on leadership roles
- Suggestion is sending a message to members about possibility of this committee
- Others questioned if a committee will accomplish this, can it just be a section goal?
- Deanne worries that it will not stay in focus if we don't dedicate a committee to leadership
- Guidelines were done years ago
- Perhaps they need to be revisited

ii. Guidelines Revisited

- We can review Resource Guide for Managers of Psychologists (May 2014) ; Guidelines for the Organization of Psychology in Hospitals and Health Centres (May 2014, draft)

ACTION: review guidelines, and update data base on current professional practice structure-environmental scan

iii. Webinar ideas

- Last year members were clear that they wanted to have ability to communicate with others
- We will ask Vicky for her last scan, perhaps head office has info on hospitals and health centres

c. Section nominations to attend national conferences on future training in psychology

- i. Future of Professional Psychology Training (May 7-9, Montreal)
- ii. Future of Psychological Science Training (May 6-7, Ottawa)

ACTION: Simone to check with CPA if financial support for section members attending; if not, can we support with our section funds
We can open it up to our section members once we find out if there is funding

4. Reports from Executive

a. Communications Committee Report (Marcie)

- We need to check if symposium can be offered as a webinar

ACTION: Simone to check with head office

ACTION: Marcie/Deanne to follow up to let panel know the symposium accepted

ACTION: Simone to send e-mail to PHHC members requesting concerns or questions for the panel (Deanne to draft e-mail by end of week)

ACTION: Marcie to complete newsletter May 10, submissions to be received by May 3

ACTION: Amanda to send out email to executive asking for articles, and to ask Ian Nicholson

b. Secretary – Treasurer’s Report (Amanda)

- \$5,049.43 deposited in CPA head office account
- dues have been deposited yet
- List of members- 26 students and 125 members

c. Student Report (Julia)- provided in writing

- From last month’s informal discussion-
- There are two student committee members interested in becoming the next PHHC Student Representative: Rebecca Vendittelli and Vincent Santiago.
- At this point, they are both planning to submit their application materials (email the Chair indicating their willingness to take on the position and have 3 PHHC members email the Chair supporting their nomination).
- If it turns out that both apply for the position, an election would be held. Julia not sure of the process beyond this especially re how the election would proceed.
- Other committee members are working on resources about APPIC applications and the interview process in hospitals to distribute to the PHHC student members soon.
- The PHHC Graduate Student Research Symposium will occur again this year.
- Julia won't be attending the CPA conference this year but Vincent (student committee member) will be there and he will run the symposium.
- Deanne sent Julie TOR which may have information about student nominations

- Typically, students sort it out
- Perhaps we could model on our TOR- run a parallel process, Julia can initiate

5. Meeting schedule (Amanda)

6. Adjournment

- Meeting adjourned, 4 pm EST