Canadian Psychological Association

Section on Psychologists in Hospital and Health Centres (PHHC)

Draft Minutes

EXECUTIVE COMMITTEE MEETING

October 25, 2021

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

1. Approval of Minutes from September 20, 2021 (All)
   • Minutes approved

2. Approval/ Additions to Agenda (All)
   • Agenda approved

3. Chair’s Report (Stephanie)
   • Terms of reference -update
     o Board meeting to take place Nov 5, 6
     o The information from modified bylaws document needs to be entered into the TOR template before Friday
     o Reminder that previous modifications were focused on terms of the positions and addition of 2 more members at large positions
   **ACTION:** Stephanie to send to Executive tomorrow for review, with feedback to be received by Wednesday, Oct 27.

   • Goals for 2021/22
     o Optimize uptake of Google Group (deferred)
     o Continue to identify PPL/Chiefs and facilitate leadership networking
       Opportunities
         ▪ A focus is on prioritizing practice lead initiative, so conversations can be started about recruitment/retention
o Plan for virtual Town Hall based on survey feedback (Stephanie)
  ▪ To take place outside of convention
  ▪ Survey results were reviewed
  ▪ We discussed our Members’ interested in looking at targeted/focused, shorter interventions (e.g. anxiety)
  ▪ We could address in a Town Hall, as well as related speaker at CPA convention

o On-demand CPA Continuing professional development -webinar content- (deferred)

o Convention planning-speakers, awards
  ▪ Deadline for submission of invited speaker is December
  ▪ We could provide a focused talk on evidence based, short interventions
  ▪ Some of last year’s survey feedback can be used to guide convention offerings
  ▪ Time allotted to PHHC section may depend on whether or not convention is held in-person vs. virtual
  ▪ More time was allotted to each section in virtual context

  ACTIONS: To assist with search for speaker, Kerry to consider potential speakers; Amanda to request library search for Canadian-based brief interventions

o Advocacy for recruitment/retention of hospital psychologists
  ▪ See above re: PPL/Chiefs leadership networking

  • Executive positions (deferred)
    o Role clarity (Communication/newsletter; COVID, Leadership)

4. Reports from Executive

a. Communications Report (deferred) (All)
  • Newsletter
  • Webinars
  • Communication Platform (All)

b. Secretary – Treasurer’s Report (Amanda)
  • 5,686.56 is current available funds
  • This is an appropriate reduction in balance
  • Awards to be discussed at a later date

c. Student Report (Rebecca)
  • About 7 in attendance for PHHC student committee meeting
  • Students reported they needed information on role of hospital psychology, opportunities in field, earlier on in training
  • Consider communicating through social media, such as Instagram
  • There is a Twitter account, not currently managed, but not as popular with students
  • Next meeting to focus on concrete goals
  • It was noted that students can also submit posters under hospital stream, as another option in addition to 15 min talks

5. Meeting schedule (Amanda)
• Next meeting, November 15, 2021- 1 p.m. E.S.T.

6. Adjournment

• 2 p.m. E.S.T.