1. Approval of the Agenda (Vicky Wolfe)
   - Agenda approved as circulated

2. Approval of the Minutes of meeting June 9, 2016
   - Minutes of meeting of 2016 AGM approved

3. Chair's report (Deanne Simms)
   - Working on enhancing student involvement
   - Working on media strategies
   - Prepare for CAPO 2018
   - Dawn Phillips integral part of putting together convention programming including:
     - Pre-convention workshop
     - 2 symposia
     - Workshop on scope of practice in hospitals
     - Reception
     - Gimme 5
     - Poster session
- Graduate symposia
- AGM
- Collaborated with other sections, including supporting other section content
- Deanne and Bob McIlwraith co-authored response in Canadian *Journal of Pediatrics* to commentary by pediatrician colleagues stating we need psychologists
- Author is polling section chairs of challenges and successes of practicing psychology across Canada-in *Canadian Psychology*
- Vicky Wolfe transitioning to role of Chair
- Section is 5 years old; Bob McIlwraith and Vicky Wolfe founding members
- Time to realign and reorient goals of section
  - To support psychologists in hospitals and health centres
  - Manage barriers in public sector and help public access our services

4. Secretary/Treasurer’s Report (Amanda Pontefract)
- Budget up to June 2017 reviewed
- Expenditures – convention, awards, PHHC T-shirts, reception,
- Ideas for expenditures: convention speakers, reception, student subsidy for ICAP 2018
- Membership
  - 2017 - Full members 162, Student members 39
  - 2016 - Full members 155, Student members 23
  - 2015 - Full members 162, Student members 55
  - 2014 - Full members 160, Student members 381
  - 2013 - Full members 130, Students members 272
- Historically, generated revenue through workshops, but no longer an option
- Send any suggestions for spending of funds to Vicky, including ideas for Section presenters for next year
- Should have a balance no greater than $5,000

5. Communications Committee Report (Deanne Simms on behalf of Theo DeGagne)
- 2 editions of newsletter
- Theo worked on building virtual community and space to share info
- List serve - a way for members to talk with one another
- Section management system- portal that members can log onto, eventually should be a web chat space is that secure
- Not ready, need sign off from CPA lawyers

6. Guidelines Committee Report – no update

7. Leadership and Mentorship Committee (Vicky Wolfe)
- Discussion and information gathered around building leadership and leadership issues
• Some issues specific to working in hospital sections and program management
• Early on, Kerry Mothersill developed a managers guide to Psychology for Alberta
• Vicky has one on the website for IWK
• The objective is to remind managers where psychology has expertise

8. Student Representative Report (Vicky Wolfe on behalf of Fanie Collardeau)
• Student committee has been very active; organized the student symposium
• Abstracts sent out abstracts to review
• Bob McIlwraith encouraged Members to attend student symposium

9. Election of New Executive Members (Bob McIlwraith)
• One nominee for each position
• Chair-elect- Simone Kortstee
• Member at large- Marcie Balch
• Student Representative-Julia Grummisch

10. Recognition of Outgoing Members of the Executive Committee (Deanne Simms)
• Bob McIlwraith, Theo DeGagne, Fanie Collardeau

11. Other Business

Proposed amendments to PHHC Section Terms of Reference (Deanne Simms)
• 11 in favour, 1 abstain
• Student rep from 1 to 2 years- motion to extend (Andrea Piotroski and Bob McIlwraith).
  all in favour, with the following discussion
  o Asked if other students polled on their thoughts-Fanie Collardeau asked Julia Grummisch and she supported this change
  o CCPPP- students were polled and liked the 2-year idea (Mike Teschuk)
  o Question raised re: what to do if student is no longer a student after 1 year
  o Has happened previously when it was renewable, and student finished out last month of their term
  o Would it be a problem to be under supervised practice?
  o Does the term say what year they ought to be in to take on the role?
  o CCPPP- pre internship and internship year- brings good perspective
  o What about a student coming on one year, and another then next?
  o This has been happening informally
  o Now it is 1-year, with option to extend for 2nd year
  o Steep learning curve, in terms of orienting, and initiating projects

Initial amendment: Chair from 1-year Chair Elect, 1-year Chair, 1-year Past Chair -were sent email about this amendment
• 2-year Chair Elect, 2-year chair, 2 -year Past Chair (motion - Andrea Piotroski, Bob McIlwraith)
• Rationale is appreciation of steep learning curve moving from Chair Elect into Chair position, with first year as Chair, as preparation for second year as a chair
• Issue raised that some may hesitate to take on 6-year commitment
• Other ways to build capacity in a meaningful year
• Chair Elect 1 year, Chair 2 years, Past Chair 1 or 2 years- 4-year commitment rather than 6-year (motion Deanne)
• Chair Elect would start 2nd year
• Historically when PHHC Section formed, positions were for 2 years
• Risk that some might not sign up because of long commitment, but Section could burn through talent very fast if it's only one year
• Suggested that one would need to be very clear about the role requirements in order to obtain institutional support
• How about reduce Chair Elect and Past Chair to one year
• Noted that a key distinction for this section is that we are dependent on being employed in a hospital to be in this section
• **Motion—1-year Chair Elect, 2-year Chair, 1 year Past Chair**
• Motion to amend as above, passes by 12

**Possible goals for next year (Vicky Wolfe)**

• Develop and distribute survey of psychologists in hospitals and health centres
• Support a national speaker on psychology and leadership for CPA 2018
• Provide data to support our advocacy; design some data strategies
• Would be great to have some expertise come to chat with our group
• How we can be proactive and be ready for new developments in health care system
• Collaboration and problem solving around working with testing companies to ensure in keeping with our ethical practices and not too costly
• Concern is that cloud based technology-info off site, even out of country
• Academic colleagues might be able to help
• Pearson and MHS issue- has been addressed- in-Canada storage
• Areas to look at:
  o Informed consent-gathering, inconsistency across professions
  o Giving tests prior to informed consent, not always given by psychologists
• Professional affairs -2019 -professional training of psychologists in Canada (Deanne Simms)
  o Karen Cohen and Sam Mikhail will be polling different sections on content
  o Issue of Canadian psychology to be dedicated to the topic prior to convention
  o Our section could add a strong voice to that initiative

**12. Adjournment (Vicky)**

• Next AGM meeting in June, Montreal, ICAP 2018
• Meeting adjourned (Bob McIlwraith, Amanda Pontefract)