



TELECONFERENCE MINUTES

Canadian Psychological Association

Section on Psychologists in Hospital and Health Centres (PHHC)

EXECUTIVE COMMITTEE MEETING

JANUARY 17, 2018

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

Regrets: Julia Grummisch; Dawn Phillips

- I. **Approval of Minutes** from AGM, April 28, November 8
 - Above minutes approved
- II. **Approval/ Additions to Agenda**
 - Approved
- III. **Chair's Report** (Vicky)
 - a. Business arising from AGM
 - i. Planning for Convention

- There have been some technical challenges in accessing CPA for the review process and in releasing submissions to the Section
- We are hoping for an extension given the difficulties
- At this time, we have Vicky and Dawn to review submissions
- Vicky can message membership requesting assistance through portal
- Cara will be able to assist Vicky in accessing portal
- Currently no update on information about number of hours for our section will have at convention

1. Timeline

2. Speakers/ topics

3. Workshops

- Section is in agreement to sponsor the MAID/fostering resiliency in health providers, pre-convention workshop
- We can also highlight workshop in our newsletter

ACTION: Vicky will check with CPA to see if we can also sponsor additional material that may come directly to us

4. Student involvement

- ii. Collaborations with American Psychological Association section Psychologists in Academic Health Centers

- This is our sister organization; Vicky will write a paragraph on this in Newsletter

IV. Reports from Executive

- a. Communications Committee Report (Marcie)

- We can highlight/profile award winners/students from last year
- Students can update us on where research is going now
- Student rep had done the tweeting/posting in conjunction with communications
- The sections do some cross posting that goes on twitter feed
- Will try to disseminate Newsletter by end of February (Psychology month)
- We can try to profile some cutting edge work that Psychologists are doing across our network
- Project ECHO- Simone and Amanda will connect on this as it relates to their organizations
- Julia has sent info to Vincent (last year's student award winner) and he has agreed to write something up – Marcie will follow up
- Likely two newsletters feasible and strategic (September and February)

ACTION:

Send articles to Marcie by February 12

b. Secretary – Treasurer’s Report (Amanda)

Balance is \$4,423.89

- CPA may oversee Section budget in future
- We are under \$5,000, so we are under the max. threshold for non-profit
- Some discussion on how to support higher costs of this year’s convention, particularly for students
- Most sections are expecting lower turnout than usual
- We don’t have more information at this point about how the content will be spread out over the 5 days
- We expect to hold a reception and also have awards, similar to previous years

c. Leadership & Mentorship Committee (Simone)

- Vicky and Simone will connect to discuss further

d. Students (Vicky for Julia)

- Highlight student awards and reception in the newsletter
- Need to consider how to reach out to students and encourage attendance at our reception

V. Meeting schedule

- We may have to revisit the meeting times to ensure all can attend

VI. Adjournment: 5:15 Atlantic time