Canadian Psychological Association

Section on Psychologists in Hospital and Health Centres (PHHC) Minutes

EXECUTIVE COMMITTEE MEETING

May 26, 2020

Present: Vincent Santiago, Sandra Clark, Stephanie Greenham, Cheryl Nekolaichuk, Amanda Pontefract (Recorder)
Regrets: Simone Kortstee

1. Approval of Minutes from May 5, 2020 (All)
   • Approved

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

3. Chair’s Report (Simone)
   • Virtual Convention
     o Schedule of events
       ▪ No registration fee
       ▪ CPA still working on scheduling
       ▪ AGM is this Friday
       ▪ Students accepted for this year, declined virtual presentation and will reapply in Fall
     o PHHC AGM
       - Waiting for further information from CPA re: AGM
       - Topics to cover include budget, financial statement
       **ACTION:** Amanda contacted CPA head office regarding requirements, will report back once CPA responds
• Executive positions
  o These are voted on at AGM
  o We should review the TOR
  o Amanda’s term is up; she will step aside if there is interest
  o No Chair-Elect needed this year

• Kerry Mothersill - guidelines
  - Guidelines are not posted yet

  **ACTION:** Stephanie to follow up and check with Simone

4. Other business
  • Nothing to report

5. Reports from Executive

a. Communications Committee Report (All)
  • Newsletter
  • Webinars
  • Communication Platform for PHHC Members
    - List serve/Google Groups (Stephanie)
    - hasn’t been a lot of recent activity
    - it will be good to send updates this way as well

  **ACTION:** Remind from Simone, Stephanie pending?
    - Vincent has written a reminder for students
    - PL list: Amanda and Sandra have sent these to Stephanie
    - Pearson contact will assist with PL list also

b. Secretary – Treasurer’s Report (Amanda)
  • Approx. 163 members, 30 are students
  • Jan report had 133 members; 2019 = 153, 2018 = 185
  • Let us know if there are any budget items to add
  • Have extra funds, need to consider how to spend them
  • Webinar is one option- survey membership
  • Ideas include navigating COVID-
  • Can offer suggestions and ask for other ideas as well
  • Ideas can be used for future planning
  • For current topics, we can have Google discussions

  **ACTION:** We will send our ideas, and Sandra will assist in compiling an email for Simone to send out

b. Student Report (Vincent)
  • Vincent- drafted a note to send to students letting them know Section is thinking of them

  **ACTION:** Stephanie to follow up with Simone re: sending it out

6. Meeting schedule (Amanda)
  • Schedule for June 23, 10:45.

7. Adjournment
  • Meeting adjourned at 11:30