Canadian Psychological Association

Section on Psychologists in Hospital and Health Centres (PHHC)

MINUTES

EXECUTIVE COMMITTEE MEETING

May 5, 2020

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

1. Approval of Minutes from April 21, 2020 (All)
   • Approved

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

3. Chair’s Report (Simone)
   • Virtual Convention
     o Student symposium
       ▪ Will not be held virtually
       ▪ Students accepted into it this year will need to resubmit next year
       ▪ PHHC Executive will review again next year, but will prioritize these students
     o Invited speaker and panel
       ▪ Deferred until next year

   o AGM
     ▪ Likely to be spread out July/Aug
     ▪ We will get direction from CPA, including platform
• Perhaps virtual offering will increase attendance
  • We can think about ways to enhance participation
  • Ensure virtual presence is acceptable for quorum
  • AGM is opportunity to get feedback/input on future directions, (e.g. town hall)

• Updates on communication to support PHHC Section Members during COVID
  o Good initial interest and uptake for google tool 34 members from across
    country, some technical glitches, overall easy
  o Two posts went out
  o Stephanie sent out a post on identifying practice leaders

  **ACTION:** Amanda and Sandra to send Stephanie practice leader lists from Kerry
  Mothersill and Sandra’s region, respectively
  o PHHC Executive could send out reminder to check out the google tool

  **ACTION:** Stephanie and Simone to draft reminder; Vincent to send one to
  students

• Kerry Mothersill - guidelines
  **ACTION:** Simone to send Tim at CPA

4. Other business

5. Reports from Executive

   a. Communications Committee Report (All)
      • Newsletter
      • Webinars
      • Communication Platform for PHHC Members
        Google Groups (Stephanie)
        -Refer to 3. Communication updates

   b. Secretary – Treasurer’s Report (Amanda)
      • **ACTION:** Amanda to check if there are additional members since previous report
        from CPA

   c. Student Report (Vincent)
      • Students all on board on waiting for Fall, will tell them to resubmit, special
        consideration for their submissions
      • We can let students know that we are thinking of them and continuing to keep
        them in mind

      **ACTION:** Vincent can draft something to send and with Simone and Stephanie
      will send out

6. Meeting schedule (Amanda)
   • Meeting to be booked in 3 weeks

7. Adjournment
   • Adjourned at 11:30 a.m. EST