

APAHC Board Conference Call Meeting Minutes

April 1, 2019 – 5 PM EST / 4 PM CST / 2 PM PST

Present on the call (**bolded** are voting members):

<input type="checkbox"/> Annie Bradford	<input checked="" type="checkbox"/> Laura Daniels	<input checked="" type="checkbox"/> Laura Shaffer
<input type="checkbox"/> Ron Brown	<input checked="" type="checkbox"/> Phil Fizur	<input checked="" type="checkbox"/> Amy Williams
<input checked="" type="checkbox"/> Zeeshan Butt	<input type="checkbox"/> RoseAnne Illes	<input checked="" type="checkbox"/> Joey Yost
<input checked="" type="checkbox"/> Liz Cash	<input checked="" type="checkbox"/> Leila Islam	<input checked="" type="checkbox"/> Alexander Young
<input type="checkbox"/> Molly Clark	<input type="checkbox"/> Michael Mejia	<input checked="" type="checkbox"/> John Yozwiak
<input type="checkbox"/> Donna LaPaglia	<input type="checkbox"/> Teresa Pan	
<input checked="" type="checkbox"/> Amit Shahane	<input checked="" type="checkbox"/> Lauren Penwell-Waines	
<input checked="" type="checkbox"/> Wendy Ward	<input checked="" type="checkbox"/> Bill Robiner	

1. Call to order: 5:04 pm called to order.
2. Review of March 2019 minutes (attachment): Minutes approval to be determined by email vote due to uncertainty about whether the number of voting members present on the call satisfied a quorum.
3. President's Items (Dr. Butt)
 - a. Website updates: Dr. Fizur has taken over role of website editor. Dr. Butt encouraged board members go to website, view specific area or section under their purview and communicate any updates required to Dr. Fizur. Dr. Daniels stated Membership Committee will meet next Monday morning with Dr. Fizur to discuss how best to communicate website updates, e.g., via utilization of APAHC Gmail account or in some other organized fashion. Dr. Daniels will update the board once this process is determined. Dr. Fizur offered to send emails to remind responsible parties to review their pages. He also suggested a future discussion re: determining a process for soliciting user feedback on the usability of the site.
 - b. Budget requests: Following from last month's discussion and to move toward a more formal, year-to-year budget, Dr. Butt had requested board members/committee chairs submit proposals with anticipated needs – that do not already have funds set aside – or a new request for development, to Drs. Butt, Shahane, and Ward. Later this year requests will be compiled and compared to available funds to develop a workable annual budget that could be implemented next year. Stated will be accepting requests until the end of Spring 2019. Dr. Shahane stated some have sent great ideas about how to generate more income in addition to their proposal and encouraged continued sending of these sorts of ideas.
 - c. *The National Psychologist*: The Editor, Marty Saeman, emailed Dr. Butt a request to distribute a free sample copy to students and trainees and notify them of student discount rate, encourage faculty to use it for courses, and mention newsletter on the APAHC listserv. Historically, the board has been hesitant to send advertisements over the listserv. Dr. Butt opened the floor for discussion of whether the request should be considered. Dr. Penwell-Waines expressed concern about competitive overlap with what APAHC is already doing, e.g., ECP initiatives, and if this might lead to confusion with our newsletter. Dr. Islam mentioned that the editor had contacted her and expressed interest in having early career participation. While this might be a good opportunity, she felt we might be better off directing trainee members to our newsletter or to having more direct involvement in APAHC. We may also be endorsing the newspaper by allowing advertisement. Dr. Shahane

questioned whether this would be a one-time ad that we put out and have control of, or if they are asking for access to member emails, and whether APAHC has some process/criteria to review these asks if we do accept, or should we develop guidelines to aid these decisions. Dr. Shaffer agreed, stated historically we have said no to almost all such requests unless advertising a product of one of our members, e.g., Susan McDaniel's book release. Dr. Shaffer has received the newspaper previously and while she had no concerns, she commented that it was not one she turned to regularly, it is not limited to only health psychology, and covers, e.g., private practice issues. This aspect of potential advertisers would be important to clarify in guidelines. Dr. Cash questioned whether APAHC should require some sort of fee, similar to conference sponsorship, to do this. Dr. Shafer added this would be similar to allowing advertisements in the newsletter as a way to generate income. Dr. Butt summarized by saying it sounds as if there is no policy and decisions could be made *ad hoc*, and to come up with something more formal like a blanket statement that either no such ad is acceptable over listserv or that a policy to guide decision-making processes is needed for each request. He asked for board member preference for accepting or not accepting this type of arrangement. Dr. Robiner commented that this might be useful for expanding awareness of perspectives beyond APA-only-exposure, and whether they would donate free newspapers to give out at next conference or advertise in Grand Rounds. Dr. Fizur echoed the concern that this might be perceived as a *de facto* endorsement of an advertising entity. Dr. Robiner added that this particular newspaper is one that is considered legitimate. Dr. Cash asked which board members would be responsible for helping to establish any such policy, and whether we have the bandwidth to develop these guidelines expediently, and who would be in charge of communications with advertisers.

- i. Dr. Butt stated that this was brought up because there is not a policy, in effort for transparency in decisions, and felt it probably is worthwhile to come up with a rubric or algorithm to help these decisions, perhaps determined by a limited set of board (trio or otherwise), or that requests could come down to board for ultimate decision guided by recommendation of whoever does the first pass.
- ii. Drs. Penwell-Waines and Cash will work together with Dr. Butt to draft a policy for board review at next meeting or the month after. For this request, a decision was requested soon; email will be sent to voting members for decision.

4. For Board Review and Discussion

- a. Trainee Committee Updates (Dr. Butt): Alexander Young a doctoral candidate at Our Lady of the Lake University, San Antonio, is stepping into Dr. Pan's role of Trainee Committee Chair, effective immediately and for the next several years. Mr. Young is a 4th year student about to start internship at Oklahoma Health Sciences Center, with interests in family medicine/primary care, chronic pain and sleep medicine. He has previously worked with CFHA, Div38 and others, and is looking forward to engaging with APAHC and members. Dr. Butt added that Mr. Young will be joined by 2-3 trainee members to work on existing and new initiatives.

5. Other Business (All)

- a. Dr. Cash announced that elections will go live April 15, voting period is 30 or 60 days, after which Dr. Cash will compile results and send to Dr. Butt for announcement of results to winners and membership.

6. Addenda:

- a. Via email on 4/1/19, Dr. Cash requested a vote for approval of March minutes; received 8 votes in favor of approval.
 - b. Via email on 4/1/19, Dr. Cash requested a vote on an advertising request Dr. Butt had received from *The National Psychologist* (request was included in the agenda book, and board discussion detailed above). Received 7 votes against, 1 abstention. Dr. Butt agreed to relay the decision back to the Editor, as well as mention further opportunities, such as conference sponsorship and advertising in Grand Rounds.
7. Next Conference Call: **Monday, May 6, 5 PM EST / 4 PM CST / 2 PM PST**