

APAHC Board Conference Call Meeting Minutes

December 2, 2019 – 5 PM EST / 4 PM CST / 2 PM PST

Present (**bolded** are voting members):

<input checked="" type="checkbox"/> Annie Bradford	<input checked="" type="checkbox"/> Heather Bruschwein	<input checked="" type="checkbox"/> Laura Shaffer
<input checked="" type="checkbox"/> Ron Brown	<input checked="" type="checkbox"/> Phil Fizur	<input type="checkbox"/> Amy Williams
<input checked="" type="checkbox"/> Zeeshan Butt	<input checked="" type="checkbox"/> RoseAnne Illes	<input checked="" type="checkbox"/> Joey Yost
<input checked="" type="checkbox"/> Liz Cash	<input checked="" type="checkbox"/> Leila Islam	<input type="checkbox"/> Alexander Young
<input checked="" type="checkbox"/> Molly Clark	<input checked="" type="checkbox"/> Michael Mejia	<input checked="" type="checkbox"/> John Yozwiak
<input checked="" type="checkbox"/> Donna LaPaglia	<input checked="" 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. Meeting called to order at 05:02 pm local time.
2. Review of November 2019 minutes: Minutes approved by the board.
3. For Board Review and Discussion
 - a. APAHC Gmail accounts (Dr. Ward): APAHC has two Gmail accounts, one member-facing and one used only for calendar and drive space only. Dr. LaPaglia will check with Div12 to ensure one of these accounts was set up as a requirement for the Division. If not, then accounts will be consolidated into one.
 - b. Presidential transition calls (Dr. Ward): Dr. Ward has scheduled calls with nearly all board members to this point and is hoping to schedule final calls within the next month.
 - c. Board meeting schedule for 2020 (Dr. Ward): Beginning January, board conference calls will occur 4th Monday of the month. Teleconferencing modalities are being explored and will be tested in advance of implementation.
 - d. Branding and strategic advertising project (Dr. Ward, *attachments*): Dr. Ward has initiated an APAHC branding template to use for advertising and marketing outside the association to facilitate consistency in the association's brand identity. Other societies would receive these branded announcements, including the AAFP's Society for Teachers of Family Medicine, APA Divisions 12, 38 - Health, 40 - Clinical Neuropsychology, 54 - Pediatric, 53 - Clinical Child & Adolescent, 22 - Rehab, 43 - Family, 50 - Society of Addiction Psychology, 18 - Psychologists in Public Service, as well as the Society for Developmental Behavioral Pediatrics, ABCT, SBM, and others. Outreach could include APAHC biennial conference announcements, webinar offerings, newsletter publication announcements, and JCPMS journal announcements (e.g., call for special issue). Discussion involved consideration of various potential listserv posting restrictions, combining announcements to reduce the number of messages, using live social media links, and potentially timing of announcements so that they go out to the APAHC membership before broader audiences to ensure our members have preferential consideration for activities with limited slots. Revising the association's social media icons was also discussed; Dr. Yost will send options around for review.
 - e. Upcoming Association webinar (Dr. LaPaglia): Dr. LaPaglia completed Div 12's training and soon should be able to train others to run the system. Dr. Cindy Crusto at Yale will offer the webinar, "Advancing Diversity Equity and Inclusion in Academic Health Centers" in early

2020; date TBD. Application for CEs has been submitted but advertisements cannot be distributed until approval is granted. Past approvals have taken 4-6 weeks.

4. Other business (All)
 - a. End of year thank yous: Dr. Butt acknowledged and offered appreciation for the services of board members rotating off at the end of this month, Dr. Bradford and Dr. Brown. Dr. Ward acknowledged Dr. Butt's work in improving organizational structure and coordination of the association's efforts during his service as President.
5. Meeting adjourned at 05:46 pm local time.
6. Next Conference Call: **Monday, January 27, 5 PM EST / 4 PM CST / 2 PM PST**