

**APAHC Board Conference Call Meeting Minutes**  
 May 18, 2020 – 5 PM EST / 4 PM CST / 2 PM PST

**Present (bolded are voting members)**

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

**Call to Order and Approval of Minutes**

1. **Call to Order** ..... Ward  
Meeting called to order at 05:03 pm local time
2. **Review of April 2020 minutes**..... Ward  
Minutes approved by the board

**Old Business**

3. **Branding and strategic advertising initiative** ..... Ward  
Will continue discussing these as conferencing planning and webinars progress.
4. **COVID19 webpage** ..... Fizur  
Phil Fizur continuing to update posted resources.
5. **Newsletter Div 12 use** ..... LaPaglia  
Next submission due July 15. So far have submitted our COVID19 webpage, model of engagement for special interest groups, mainly using for APAHC advertising.
6. **Changes to the Officers Manual/online folder/end dates appointed synchronous** ..... Cash/Ward  
Link has been sent to all officers.

**New Business**

7. **Conference plans (incl. board meeting)** ..... Self/Cash  
Members were surveyed; moving forward with virtual conference format. Have identified a vendor and working on contracts, potential dates. Considering formatting ideas to keep multiple day virtual programming palatable; aiming for 2 days. APAHC special interest groups desire time during

conference programming. Plan for 30 minutes between speakers on virtual format; during down time Div54 hosted stretching, healthy snack ideas, etc., which could be spearheaded by Wellness Special Interest Group. Discussed holding a longer, 2-3 hour APAHC board meeting separate from the conference. Various poster session format options also being considered.

8. **APA plans** .....LaPaglia/Shaffer/Ward  
APA is shifting to virtual format. Will discuss when information about how APAHC programming time will be handled is available.
9. **Board forms**..... Ward  
Template sent to board members. Use this twice a year instead of quarterly for updates. Encouraged to complete forms for review before the June board meeting. Discussed Feb/Mar and Dec as potential deadlines for upcoming years' report submissions.
10. **AAMC salary survey update**..... Butt  
Psychologists in Pediatrics and Psychiatry will be reported separately starting with 2019 report. Data not yet available.
11. **Grand Rounds Editor transition** ..... Penwell  
Current term ends Dec, bringing on successor soon to allow 1-2 issues for transition and mentoring new Editor. One candidate expressed interest so far. Call for candidates also to be sent out over listserv.
12. **Elections** ..... Cash  
One month left on slate. Encouraged board members to endorse reminders on listserv. Social Media committee will also send notifications out through APAHC accounts.
13. **Finance committee update** ..... Shahane  
Set up budget on a 2-year cycle to differentiate conference from non-conference years. Reviewed budget numbers. Committee has discussed discontinuing board dinners, not covering spouse/guest dinner costs, eliminating APA dinner or doing only on an off-year from APAHC conference, as well as reviewing conference costs (e.g., plenary speaker fees, workshop and Wi-Fi fees, etc.). Plan is for board to review budget quarterly or at least biannually. Renewal of full memberships does not seem to have been affected by pandemic-related cuts to budgets.
14. **Early Career Psychologists' Listserv** .....Islam  
This has been setup through APA listservs and posts will begin soon. Designed to facilitate discussion among junior APAHC members, encourage a sense of community and build relationships among junior members.
15. **Next call spotlight** ..... Ward  
Invited board member to volunteer for reporting new initiatives at next board call. Dr. Ward will reach out individually in the interim.

**Parked**

16. **Selling ads in newsletter; selling sponsor booths for conference** ..... Ward

**Adjournment**

17. **Meeting adjournment**..... Ward  
Meeting adjourned at 05:56 pm local time

**Future Meetings**

Next Conference Call: **Monday, June 22, 5 PM EST / 4 PM CST / 2 PM PST**