

APAHC Board Conference Call Meeting Minutes
 August 24, 2020 – 5 PM EST / 4 PM CST / 2 PM PST

Present (bolded are voting members)

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

Call to Order and Approval of Minutes

1. **Call to Order** **Ward**
Meeting called to order at 05:02 pm local time
2. **Review of July 2020 minutes** **Ward**
Minutes approved by the board

Old Business

3. **COVID19 and DDEI webpages** **Fizur**
Board members encouraged to send any new resources on either of these initiatives to Dr. Fizur for posting on the website. Dr. Illes has a growing list of resources from the Diversity Committee that she can contribute after their next meeting.
4. **Diversity, Equity, Inclusion—what more can we be doing?** **Ward**
See next item.
5. **Strategic Plan for each position** **Ward**
Board members encouraged to continue work on both of the above fronts and invited anyone with updates to present at a future board meeting.

New Business

6. **Budget** **Shahane**
Preparing a formal budget and comparing projections to previous 3 months, to be presented at next board meeting. Working with newly elected Treasurer to get trained and accounts turned over.
7. **Donations** **Brown**

In a recent finance committee meeting, Dr. Brown presented strategies he has used for securing donations, which included identifying donors within and outside of APAHC and approaching them. Suggestions included thinking about ways to use donated funds, including supporting student and trainee support in research and other initiatives, supporting broad initiatives such as leadership development, developing a case statement, a 2-pronged approach of targeting those who might be in a position to give larger sums as well as approaching the broad membership for smaller donations, and to approach during tax time and provide information for tax write-off, and developing a culture of philanthropy. To be discussed further on next call.

8. **ConferenceSelf/Cash**
Contract with KU is signed, save the date and call for abstracts are out. Reminded board members to encourage others to submit, especially in light of the new mechanism for soliciting programming through the call for abstracts. Starting to establish registration fees based on number expected to attend from recent survey and pitted against costs from KU and arrived at a \$150 rate, a 50% discount from regular conference registration, maintaining an early bird period until mid-January, and full registration rates until mid-February when registration would close. Discussed the same discount for trainee rates, around \$75. Factors to consider include expanding our reach and maximizing attendance vs prioritizing financial reserves of APAHC. Other conferences have gone virtual with similar discounts to registration rates, while others have retained relatively high rates for members and trainees, around \$200 (for some that includes CEs). Marketing may also matter depending upon how many recall standard registration rates. Trainees may have more financial challenges right now and the proposed fee may be too high. Lack of funding from institutions is a concern, causing attendees to be more selective of the conferences for which they are paying. D54 is moving to virtual with reduced registration costs. Some state psychological associations are allowing attendees to sign up for select sessions. We may also want to distinguish conference from webinar to justify costs, such as social/networking aspects.
9. **Webinar fees optionPan/Fizur**
Discussed whether APAHC may want to consider charging a fee for webinars hosted on our site. This could be programmed into our site without difficulty. Unclear if other divisions are following this same model. D12 is offering free CEs for all webinars for their members (\$50 for non-members). Will check with D12 to determine if they have any guidance on this aspect. Discussion to be continued.
10. **DDEI on social media and early careerIlles/Mejia**
Some DEI committee members willing to liaison with other committees for any DEI concerns they might be addressing, such as Research and Early Career. DEI members hold a range of positions and may be able to offer a variety of insights, serve as a resource, consult, etc. Encouraged board members to reach out for further discussion.
11. **ECPs at APAHC and CHPSCButt**
APAHC is part of the Clinical Health Psychology Specialty Council who have created a position for early career professionals and are determining if the member organizations will offer nominations or appointments for this position who would serve as a formal voting member. Dr. Butt queried whether APAHC would want to be involved in this process. The mechanism for how this will look is

still to be determined. Dr. Butt will communicate that APAHC wishes to be involved and will report back to the board as the process develops.

12. **SIGs** **Future**
 Two SIG chairs (Liz Kalb, IPE Interest Group) Nathaly Desmarais (Wellness Interest Group), and another representative in a Primary Care Interest Group, all of whom are appointed by the board, do not have a formal mechanism to communicate. Dr. Ward queried whether board would want periodic reports to highlight their work. Board members agreed, and Dr. Ward will begin working these updates into future board meetings.

13. **Late breaking**..... **All**
 Dr. Butt inquired about the process for APAHC awards this year. There is room in the conference schedule to do this virtually. Other divisions have given awards to be honored at upcoming in-person conferences. Ours could be presented at APA's next in-person conference. Would not want to wait 4 years until next cycle as some early and mid career individuals might like to highlight these for promotions and may not be eligible at the next cycle.

Parked

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

Adjournment

15. **Meeting adjournment** **Ward**
 Meeting adjourned at 06:00 pm local time

Future Meetings

Next Conference Call: **Monday, September 28, 5 PM EST / 4 PM CST / 2 PM PST**