

APAHC Board Conference Call Agenda

November 23, 2021 – 5 PM EST / 4 PM CST / 2 PM PST

Call-In Info: [see calendar invite for audio and video options](#)

Present (bolded are voting members)

☒ **Zeeshan Butt**
☒ **Liz Cash**
☒ **Leila Islam**
☐ Donna LaPaglia
☒ **Laura Shaffer**
☒ **Wendy Ward**
☒ **Amy Williams**
☒ **Sasha Zagoloff**

☐ Virginia Andersen
☒ Andrea Bradford
☐ Ron Brown
☒ Heather Bruschwein
☒ Phil Fizur
☒ Sunnye Mayes
☐ Michael Mejia

☐ Ashley Junghans-Rutelonis
☒ Bill Robiner
☐ Lindsay Smart
☐ Joey Yost
☒ Alexander Young
☒ John Yozwiak

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 October 2021 minutes** **Ward**
Minutes approved by the board

New Business

3. **Announcements/Kudos** **All**
Dr. Williams will be starting a new position as a research director for Family Medicine at Henry Ford.
Dr. Butt was elected to the APA Board of Professional Affairs.
4. **Welcome New JCPMS Editor Elect Dr. Annie Bradford** **Ward**
Dr. Bradford indicated she has begun brainstorming ideas for long-term planning for the journal.
5. **Finance Committee Updates** **Zagaloff**
 - a. The first budget request has been discussed by Finance Committee. Currently APAHC provides \$3000 to support CFAS reps to attend AAMC conference; request has been made to increase funding to \$6000 to ensure that both CFAS reps can attend both AAMC conferences annually and reduce – but not eliminate – out of pocket expenses. Their attendance enables greater participation from APAHC membership in these conferences. APAHC is the only body of psychologists represented at the AAMC so their voice is critical at these conferences. Finance Committee has reviewed the budget; funds are available and this spending would be consistent with APAHC priorities. A request was made that funds be earmarked should they not be fully

utilized year to year; i.e., make this a standing item on the APAHC budget year to year, but not to exceed \$6000. A motion was put forth and approved by the board.

- b. For the upcoming Giving Tuesday, the Finance Committee would like to issue an announcement encouraging member donations to APAHC. Funds go into an open fund that would be spent based on board discussion of needs, with future allocation of funds to potentially be determined by Finance Committee. Board was encouraged to contribute donations and those present agreed.

6. APA Div12 Updates..... LaPaglia

By way of email, Dr. LaPaglia updated that she is working on an article for D12 regarding Mentorship Committee. CE's for APAHC webinars are being arranged with D12 staff.

7. Committee Appointments for Next Presidential Term Ward

Dr. Ward and Dr. Shaffer have been conferring to determine the committee chair appointments based on nominations that were received. Committee chairs, and interim Secretary, selections were announced. Motion was put forth to approve Secretary appointment and approved by the board.

8. End of the Year and start of next year reports Ward

Report forms will be coming out in December, and due in January, for committee chair completion.

9. Membership Renewal Timeline Bruschwein

Current renewal period runs October 1 – January 31, likely to allow for mail in of renewals. Dr. Bruschwein proposed to shorten this period to begin November 1. Memberships starting in November will be valid for the full following calendar year. Motion was put forth and approved by the board. An edit to the bylaws will be made and put forth for a member vote once edits are ready.

10. Research on listserv Williams/Yozwiak

A form for researchers to submit requests, along with a description of the workflow, was prepared for board review. Timeline for the review may depend on timing of the month that the request is made, as it will be reviewed by research committee at their monthly meeting, but should be no more than one month. Deadlines for requests to achieve review within a certain timeframe can be provided. Motion was put forth to approve the process and was approved by the board. Announcements will be made over the listserv and posted to website.

11. January open call for committees Ward

A call will go out over the listserv to recruit additional committee members. Chairs who may be in need of additional members were encouraged to let Dr. Ward and Dr. Shaffer know.

12. Call NEW strategic planning committee Shaffer/Ward

Development is underway for a more structured committee who is charged with development of APAHC initiatives to help direct goals of various committees in a more integrated fashion, as well as to align strategic objectives with APAHC's budget planning and spending. A call for participants on this committee will be made in January.

13. Conference Planning Update Fizur/Mayes

Co-chairs have received recommendations for potential speakers and are working on developing their full committee and conference theme. Discussed options for holding conference in a hotel versus on a campus with nearby hotels. Hybrid options were also discussed in case travel issues arise near the time of the conference planned for early 2023. Additional information is being gathered to determine next steps.

14. Virtual Leadership Conference..... Ward

This is a one-day conference intended to be held on off-years of the larger APAHC conference. A quote from KU was received for technical support. A committee will be formed soon to begin planning activities.

Old Business

15. COVID19 and DDEI webpages Fizur

Parked

16. Virtual/In-Person Retreat Shaffer

17. Selling ads in newsletter..... Ward

18. Diversity award honoring John Robinson..... Butt

Adjournment

19. Meeting adjournment Ward

Meeting adjourned at 05:58 pm local time

Future Meetings

Next Conference Call: **Friday, December 17, 12 PM EST / 11 AM CST / 9 AM PST**