

APA Division 54 –Telephonic Board Meeting Conference 5/8/06

- I. Today's phone session began with roll call and approval of minutes. Sharon Berry offered one correction. The Minutes from the Mid Winter meeting were approved as amended. Discussed posting the minutes as is as opposed to writing an alternate set. It was decided to post minutes in their entirety; members can read the sections that are of interest to them. Jan Faust will give the minutes to Dan Clay to post on website.
- II. Old business.
  - A. National Conference. Anne Kazak and Michael Roberts met with Jim Johnson and Steve Boggs at the National Conference to discuss the future venue for the National Conference. Anne and Michael indicated that it was a good meeting. Discussion during the meeting included exploring SPP's role in supporting the National Conference. Michael and Anne developed a proposal as a result of these discussions and proposed the following to the Board: University of Florida has first right of refusal to host the conference for next three meetings (6 years). Jim Johnson and Steve Boggs have received support from the Dean and Chair; they will wish to reevaluate the option after the second conference. If for some reason, University of Florida could not hold the meeting they would let SPP know by a specified date. Anne added we could support regional conferences during the off year.

Michael said if we were to make the North Coast part of the National Conference we could rotate University of Florida with Cincinnati (Great Lakes Conference) and North Coast. Denny Drotar said the Great Lakes Conference has been a smaller conference, and organizers may not be ready to expand it to the size of the National Conference. Accordingly, no other regional conferences have emerged with consistency except for the Great Lakes Conference. Carolyn Landis-Ievers suggested that SPP sponsor the conference like SBM's (Society of Behavioral Medicine) conference. Anne stated, however, organizations that truly sponsor meetings have the paid infrastructure to do so. Anne offered that we further define SPP's role in setting the program. Alan Delamater stated that it would be good for SPP to have some involvement as we have done previously (last time and the time before). He said there should be some involvement for financial support etc. Alan asked whether we have policy for the location and sponsorship of the National Conference that is current. There is no "policy" per se but a mechanism established last year for Request for Applications (RFAs). Anne stated that there needs to be a letter of agreement that outlines everyone's role which was addressed in part at the meeting with Jim Johnson and Steve Boggs. Sharon Berry endorsed the above proposal allowing University of Florida to hold the National Conference for the next three times/6 years.

## Minutes

Executive Committee, APA Division 54

Conference Call Meeting, Part II

Friday, May 19, 2006

Participants: Anne Kazak, Michael Roberts, Dan Clay, Sharon Berry, Alan Delamater, Lindsey Cohen, Susan Simonian, Kevin Hommel, Carolyn Ievers-Landis, Denny Drotar, Marti Hagan

Excused: Randi Streisand, Ron Brown, Katie Devine, Jan Faust

Call to order: 9 AM

### Opening Comments:

Secretary's Report. Susan volunteered to take minutes for Jan who was unable to participate. Anne recommended that the following minutes be combined with those from the first part of the conference call, and be reviewed in their entirety at the executive council board meeting at the APA annual conference in New Orleans.

2. Anne presented a motion from Mary Jo Kupst asking for Division support of a bill in Congress (S.2375/H.R.4927) focusing on increasing funding for pediatric cancer research. The bill will help support progress in research in pediatric cancer, establish research fellowships in the area, and provide additional support of the Children's Cancer Research Network. Sharon Berry clarified that the support of Division 54 requires no financial allocation at this time. Sharon moved to support Mary Jo's motion, and the board voted approval. Michael Roberts suggested that the APA Public Policy Office also consider support of this bill.

### Old Business:

1. Anne reported that Divisions 53 and 54 have offered support for the Institute of Medicine workshop, and that APA has committed additional support to allow for total support of \$10,000 (Total Division 54 funds of \$3,000).

2. Anne reported that Divisions 53 and 54 have jointly nominated Terry Stancin, Tom Ollendick, and Mark Ann McCabe as representatives for the Wingspread Conference.

3. Anne indicated that there are two applications for the Newsletter Editor/Webmaster.. The selection committee (Anne, Denny, and Dan) will review the applications and present a recommendation to the board at the New Orleans meeting.

4. Anne reported that there have been a number of applications from well qualified graduate students for the student representative position on the Board and Student Board. These applications will be reviewed by Anne, Alan, and Katie and the selected applicants will be announced at the Board meeting in New Orleans. Sharon volunteered to help in the review process.

## 5. Anne called for Strategic Planning Group Reports.

A. Research into Practice – Anne reported that Lori Stark’s manual is uploaded on the website, and additional manuals are will be uploaded in the near future. A group of individuals from SPP interested in participating in this workgroup have been identified and a phone conference call will be scheduled in the near future.

B. Advance Identities and Clarify Message – Sharon indicated that the group is working on defining the mission statement through which goals focused on identity will be developed. This information, when finalized, can be disseminated (e.g., through public channels, the Division 54 website, JPP, etc.), and will serve as a 5-10 year guide for the Division.

Anne asked for clarification regarding the process for developing the mission statement and goals, and suggested consideration of current bylaws and information from other relevant organizations. Michael suggested the group forward a draft to the board for review, and Sharon indicated that this is scheduled for approximately June 2006.

Sharon asked whether revision in the Mission Statement and goals required a Division bylaw change and vote

Marti clarified that a Division vote is required to change bylaws. Anne clarified that part of this group’s goal is to amend the Division bylaws.

Sharon indicated that outcomes from the group would result in changes in the Policy Manual for Officers and a change in Division bylaws. Anne indicated that a review of the bylaws is important, as there are a number of places in which the content and wording is out-of-date (e.g., issues related to being a section of Division 12). Marti indicated that the Officers Manual is irrelevant for many officers. Sharon indicated that she believes the bylaws to be globally correct, but will examine the information and consult with Marti.

C. Broaden Paradigms of Care – Carolyn reported that the group has not met yet. She asked whether the group should focus on research and clinical care issues and whether they should generate action items. Anne indicated that the focus should include the solid grounding in public health and primary care, as well as the promotion of health and well-being. In addition, there should be recommendations as to how to conceptualize problems and develop interventions within these frameworks. Carolyn asked for suggestions as to how to disseminate this information. Anne indicated that is important to include membership and get their feedback in developing strategies. Carolyn indicated that the group will focus on the development of short and long term goals

D. Diversity - Jan was unable to participate in this conference call, but sent a detailed report. The short term plan included a focus on the ADDRESSING model in defining diversity. Dan indicated that this model has been used in a variety of treatment settings. Jan is proposing to include a Diversity Committee in the Division 54 bylaws, and to develop a symposium for the summit in Seattle (e.g., Issues and Methods in Diversity). In addition, she proposed the development of more formal links with Divisions 44 and 45. Dan supported that a presence at the Summit on Diversity was important. Alan

referenced the JPP article on diversity by Carolyn Tucker, and Dan indicated that he will attempt to follow-up with her.

E. Develop and Utilize Resources – Alan summarized three areas of focus: 1) Training; 2) policy; and 2) networking of psychologists. In terms of training he suggested a more proactive effort involving undergraduates, especially in terms of getting them interested in applying to programs. Denny added that the development of coursework and grant activity in this area is important. In terms of networking, Alan suggested a listing of individuals/programs successful in specific areas of program development. Denny suggested working closely with APA. Alan advocated enlisting support from other fields. Anne asked about who else from the Board was identified for this area of work during the midwinter meeting. She later followed up with the board, noting that the Finance Committee should be involved. That committee consists of Anne, Carolyn, Dan, and Denny.

6. Susan reported on Continuing Education Program Issues. She indicated that she had completed a five-year approval and status update for APA. She indicated that she had received requests from St. Jude's Children's Research Hospital (A symposium in tribute to Ray Mulhern, September 2006) and Cincinnati Children's Hospital (2007 Great Lakes Conference) for CE programming. Susan indicated that the board would need to consider budget allotments and costs for the CE programming (including materials, travel and support costs for CE administrator/board members running the various programs) and the initiation of a nominal participant fee for Division 54 CE programs. Carolyn and Alan voiced support for a nominal CE fee for participants. Anne asked regarding the ability to anticipate costs for the program. Susan indicated that other than APA fees, the cost would depend on the number of programs offered. She indicated that the Great Lakes group has requested CE programming for the past two conferences, and that there likely would be at least one other offering per year. She also indicated that this may change if we co-sponsor programs with other organizations. Anne asked Susan to work with Sharon to develop a CE proposal for board approval during the meeting in New Orleans.

7. Marti circulated a transition plan to board members in March 2006. Marti proposed that she and Chris be responsible for separate tasks, with one person assuming all administrative and management tasks, and the other assuming responsibility for member service data base tasks. Marti is approaching retirement and this plan will ensure long-term planning and efficient transition. Sharon inquired whether the cost allocation for services would change. Marti indicated there would be no fee increase through 2009. Carolyn asked who would attend board meetings, and Marti indicated that Chris will attend Marti's last meeting (APA Conference, San Francisco 2007), and then only Chris will attend thereafter. After Marti signed off the call, the board discussed the proposal. There was general agreement that this was an excellent proposal. Anne agreed to ask Marti to go ahead with her original plan to present the proposal formally to the board for a vote in New Orleans.

The meeting was adjourned and the conference call ended at 10 AM.

Respectfully submitted,

Susan Simonian

MOTION I.: Anne made a motion to draft a letter of agreement with University of Florida in collaborating and supporting the National Conference that they agree to hold the next three conferences. She added that SPP would build in some room if there are any difficulties in University of Florida's ability to meet the commitment so that SPP would have sufficient time to plan an alternative conference.

Discussion regarding the motion ensued. Anne added if we want to move into a different direction we have 6 years to plan for this. Carolyn wanted to know the purpose regarding being locked into Florida for 6 years. Divergent views regarding University of Florida having the Conference for 6 years ensued. Some view SPP's role as collaboration but not a final authority on approval. Lindsey Cohen expressed concerns that the National Conference this year felt more like the University of Florida conference. Alternately, Ron Brown stated "There is a history you can't negate; they had it for over 20 years; there is a feeling of ownership on the part of University of Florida." Anne and Michael stated the above motion that evolved out of the Jim Johnson and Steve Boggs meeting is a compromise. University of Florida has no problem calling it the SPP conference. Lindsey asked if there is any indication that UF wouldn't apply if the current motion was not supported. Anne stated that this wasn't addressed explicitly in the most recent meeting.

Michael stated that there needs to be a conference held every two years for the field's development. Alan suggested in the off year, UF could have their conference. The difference is that the National Conference would be a Division 54 conference.

VOTE ON MOTION I.: The vote on the above motion was held. The results indicated 3 for supporting the above motion (Kazak, Roberts, Berry) and 6 against (Drotar, Streisand, Cohen, Delamater, Ievers-Landis, Faust). The motion failed.

Further discussion regarding the National Conference ensued. The structure of conference development was discussed. Anne said that the additional responsibilities of playing a more predominant role in conference planning would necessitate that a member(s) of the Board should hold primary responsibility for this specific work. Some Board members thought this should be an appointed person. Many agreed; and it was suggested that the person could function on the board similarly to the Continuing Education person. Perhaps this person could be an existing member of the Board. .

Discussion continued regarding the manner by which the Conference for 2008 should be implemented. It was decided that The RFA/RFP procedure should be completed in the Fall for 2006. So the RFA should be

implemented immediately after APA. A vote ensued regarding having the deadline for the RFA to be October 15, 2006. All were in favor except for one objection.

The remaining of the discussion was tabled as well as other agenda items since time ran out to complete the meeting. Anne called an additional phone conference meeting to be scheduled ASAP by her assistant.

Respectfully Submitted,

Jan Faust, Ph.D.