**Council of Specialties in Professional Psychology**

**Executive Committee Meeting Minutes**

February 28, 2022

10 am CST / 11 am EST

**PRESENT:** Karen Farrell, Robin Hilsabeck, Victor Molinari, Michele Rusin, Danielle Rynczak

**ABSENT:** Michele Rusin

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| **AGENDA ITEM** | **DISCUSSION/CONCLUSION** | **ACTION/ RECOMMENDATION**  **Responsible Party(ies)/ Due Date** | **STATUS**  **Open/Closed** |
| ANNOUNCEMENTS/ UPDATES |  |  |  |
|  | Minutes from February 7 meeting | Danielle will post notes from our first meeting to the website prior to our quarterly meeting scheduled 3/5/2022; Danielle will send last meeting’s notes to Robin who will integrate notes (Robin took notes during last month’s portion of meeting for which Danielle was not present) | Open |
|  | Call for this year’s annual dues will be upcoming | Victor Molinari will coordinate with Michele Rusin how to transfer Treasury account funds to her ,after she talks with consultant about CoS serving as a ‘banker’ for certain specialty councils. |  |
| I. OLD BUSINESS |  |  |  |
| Taxonomy Update | Specialty taxonomies still under revision:   * Clinical – sent to Rick for review on 2/7 * Couple and Family – Robin heard from Cindy on 2/15; hoping for approval within the next month * Forensic – update from Danielle * Group – Robin emailed Noelle on 2/27 and discovered she is at APA CoR and has a conference week of 2/28 * Police & Public Safety – Sent back by Rick/Victor on 1/31 * School – Robin emailed Carlen on 1/22; Karen to call * Serious Mental Illness – Sent back by Rick/Victor on 1/26   Next steps:   * Identify Champions * Dissemination/promotion plan | Clinical – done on their end and will be reviewed  Couple and Family – Robin heard from Cindy and they are still hoping for approval for next month  Forensic – still reviewing initial feedback; Danielle will report back  Group – Robin will call Noelle this week  Police & Public Safety – no further updates  School – Karen emailed Carlen and has not heard back and will follow up with call  Serious Mental Illness- will ask for update at Saturday’s meeting  Next steps:  Robin will reach out to Rick and Ron about discussing next steps on the Taxonomy Initiative (e.g., champions) during Saturday’s meeting.  Karen will send out 2022 initiative document about promulgation of taxonomies to the EC. | Open |
| Bylaws Revision | Current bylaws require either CRSSPP recognition or ABPP affiliation for membership – should CRSSPP recognition be required? | Meeting with Rick Day scheduled on Wednesday, March 16, at 10 am CST | Open |
| History of CoS | Victor suggested we work on archiving the history of the CoS, especially as we move forward with the Past Presidents Advisory Group. There is some history in the Handbook and on the website. An archivist would be helpful. Might partner with the Cummings Center for the History of Psychology to compile our history – e.g., a list of past presidents and past executive council members, as well as minutes of past meetings.  Maybe wrap into a separate project, i.e., to update the orientation handbook, which has historical information | Bring this idea to the CoS and inquire if there is a member who would like to take on the role of archivist (Rick S interested in being involved) | Open |
| 2022 Initiatives and Presidential Message | Robin drafted presidential message for review by CoS EC | Initiative – discussed details of the initiative and how to start an important conversation. | Open |
| Specialty Banking | Michele talked with Lloyd and Rick S regarding banking for CH. Two options emerged: 1) have the CoS establish a line item in the budget for CH funds; 2) have an external accounting firm manage all CoS financial transactions, thus eliminating the problem of changing signature authority when treasurers change. | Michele will check with the firm ABPP uses to see what it might cost. | Open |
| Agenda for March 5 quarterly meeting | Agenda items:  * Taxonomy updates and next steps * 2022 Initiatives * Specialty Banking update * CoS Archive/History * Bylaws requirement of CRSSPP or ABPP affiliation – possible work group | Agenda Process for Board Meetings discussed – Karen explained that agendas were sent to Toni in advance of meeting and Toni managed the board meetings.  Victor will discuss the archive project, if there is time, at the quarterly meeting.  Bylaws requirement: confusion about requirements for CRSSPP versus ABPP affiliation versus CoS. The issue is that inconsistencies in requirements among the varied specialty organizations are complicated and unclear. Will broach the idea of starting a work group around this issue. Ron, Rick, Toni, and David Cox are most knowledgeable about this topic. Karen and Victor are interested in working with this work group. |  |
| II. New Business |  | No new business discussed. |  |
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Respectfully submitted,

Danielle Rynczak, JD, PsyD, ABPP