**Council of Specialties in Professional Psychology**

**Executive Committee Meeting Minutes**

January 9, 2023

11 am EDT / 10 am CDT

**INVITED:** Robin Hilsabeck, Carlen Henington, Victor Molinari, & Michele Rusin,

**ABSENT:** Danielle Rynczak

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| **AGENDA ITEM** | **DISCUSSION/CONCLUSION** | **ACTION/ RECOMMENDATION**  **Responsible Party(ies)/ Due Date** | **STATUS**  **Open/Closed** |
| I. OLD BUSINESS |  |  |  |
| December minutes | Approved by unanimous vote.   * Robin had edits not reflected in original approval. * Unanimous vote to approve amended minutes. | Victor | Closed |
| Taxonomy | SMI taxonomy approved.   * Carlen found one typographical error; practice was misspelled.   Only School Psychology & Couple & Family Psychology remain to be approved.   * Carlen provided update on School Psychology taxonomy. Meeting is scheduled and they are close to finalizing the taxonomy.   TACT Update  Victor provided an update:   * TACT will disseminate a training video which should be ready in the next few weeks. * The video will also address how to use the developed tool. * Victor provided feedback regarding the tool to David Cox, who is working on making updates. | Victor | Open |
| President’s Initiative | Continuation of Robin’s 2 initiatives   * TACT * At the end of the month there will be a TACT meeting. * TACT meetings will be held 4 pm EST on Mondays with the next meeting scheduled 1/30/2023. * Robin and Victor are unable to attend the Monday TACT meetings, Victor asked for a volunteer EC member to attend. Carlen volunteered to take on this role. Victor will update the contact information to reflect Carlen’s participation. * The TACT team will be emailing each designated specialty taxonomy champion and let them know there will be an organizational meeting. At that time they will all receive some training how to on how to involve/invite programs to use the taxonomies in their respective programs. * Specialties learning from each other * Trying to get specialties that have not been as active to learn from other more active specialties and move toward a more formal approach (e.g., to meetings) * Carlen suggested a resource library of past specialties’ slide presentations. * Robin noted a prior concern to posting the slides is that they may become outdated. * Michele suggested that specialty councils have the ability to approve slides before posting to website. Robin will send out an email to each specialty representative for approval to post their slides. | Victor  Carlen  Robin  Danielle | Open |
| Website | Do we need Bonnie Palmer as a consultant?   * Danielle will be updating the website. Victor will email Danielle to see whether she needs ongoing consultation with Bonnie. | Victor | Open |
| Treasury Report | Are all specialties dues up to date?   * Michele reported that “4 and a quarter” specialty councils still owe dues. Michele will email the specialties to follow up. | Michele | Open |
| Orientation Book | Updates / Edits complete?   * Will move to the following meeting when Danielle is present. | Danielle | Open |
| APA symposium on taxonomy | Any updates?   * The TACT team is considering presenting on the taxonomy. Carlen will follow up. | Carlen | Open |
| II. NEW BUSINESS |  |  |  |
| Honoring Karen Farrell | Decided to give Karen Farrell, outgoing Past President, a plaque to honor her commitment to the committee. Michele will take the lead on the inscription. | Michele | Open |
| Incoming and outgoing Presidential Messages | Robin reminded the EC that she will do an outgoing message and Victor will be doing an initial message. They will send it to Danielle who will post the messages. | Robin  Victor  Danielle | Open |
| EC meeting dates for 2023 | The EC will continue to meet on the first Monday of the month. |  | Closed |
| Quarterly meeting dates | Victor will send everyone proposed quarterly meeting dates for approval.  * Robin noted that 51% of attendees must be in person for APA to provide an in person meeting. It may be important to disclose that to specialties so people plan and rsvp accordingly. There was an acknowledgment that emergencies do occur and people may have to change their rsvp from in-person to virtual. | Victor | Open |

Respectfully Submitted,

Danielle Rynczak, JD, PsyD, ABPP