

AVAPL Executive Committee Strategic Planning Meeting (9:20am-1pm)

Mary Beth Shea, Tracey Smith, Genevieve Davis, Ron Girona, Sam Wan

Guests: Russell Lemle (9:20am-10:45am), Heather Kelly (10am-10:45am), John McQuaid, by phone (9:20-11am)

Guest Agenda Items

- Dr. Lemle discussed overall landscape of VA and the increasing importance of developing and fostering relationships with allies. One potential avenue for this is to prioritize regular communications with VSOs. Another avenue is to maintain bidirectional communication with VA. He also reminded the group of the unique position we are in to communicate what we see as providers for veterans and how policies impact patient care. He also provided an update on the Advocacy workgroup, currently in development, and what role they may play in the future. Finally, Dr. Lemle provided an update on the safety in the workplace workgroup, started by AVAPL and taken on by VA.
 - Discussed priorities and use of time with Dr. Kelly in terms of advocacy. Noted that editing full Title 38 white paper would likely not be a good use of time now, since most people know about it and the reasons for/against. Dr. Kelly discussed coming up with 3-5 priorities for the year, and she can help with fitting them in legislatively.
- Dr. McQuaid noted that based on earlier discussion, overall priorities may be:
1. Full funding for all programs being mandated for veteran care.
 2. Funding for veteran care be based on evidence of the effectiveness of treatments for veterans.
- Overall focus from us can be how can we help people understand how they can be better advocates for veterans. Other priorities could be more guild focused (e.g., Title 38).

Action item: Put together a one page document on qualification standards for VA psychologists so APA can advocate for outside psychologists to meet those same standards.

- Setting appropriate dates for Mid-Winter. A) Could start reaching out to VSO's about times that would not conflict with their meetings but B) the upcoming election may impact timing as well (e.g. people moving offices).
- Mid-Winter visits – Discussed the continued coordination of APA and AVAPL in these meetings. Will continue to discuss appropriate coordination as it gets closer.
- Dr. Shea voiced an official thank you to Dr. McQuaid for filling the role of Treasurer for the coming year. Dr. Wan briefly reviewed some of the treasurer duties.

Action item: Dr. Wan and Dr. McQuaid will coordinate treasurer duties and needs for the next year.

Guests left the meeting.

Logistics

- Sharing and storing resources. Discussed current option in use (google drive), including a SWOT analysis (S-free, W-cumbersome, O-share/store docs, T-separation from gov't resources) and other options, including Basecamp (currently in use by Dr. Smith) and Memberplanet (unsure of capability of the program).

Action item: Dr. Wan will look into what memberplanet has to offer. Dr. Smith will look into financial responsibility involved in Basecamp. Will test out "sharing" capability with gmail addresses on googledrive.

- Create a list of duties for each executive committee member and a calendar for the year, including deadlines and responsibilities.

Action item: Dr. Smith sent the group a calendar and set a deadline of reviewing and editing as appropriate for next week prior to the EC meeting. Committee members are also to add their role and duties to this calendar.

- Executive committee call. Discussed the need for including time for an advocacy update regularly. Proposed having a separate 30 minute call once a month exclusive to this update. Also proposed a new time to accommodate a time conflict with Dr. Smith.

Action item: When all members are able to cast a vote, will propose and vote on changing time of EC call to an hour earlier on the 3rd Thursday and for additional 30 minute advocacy call to be added to the docket.

- Tracking items still requiring action.

Action item: Dr. Smith will send a proposed form to use for appropriate tracking of items still requiring action.

- Advisory committee: Dr. Shea discussed how the advisory committee serves at the pleasure of the president so as such a new president should be in charge of who is on this committee.

Action item: Add this item to the AVAPL calendar. Dr. Smith to (re)invite members to advisory committee. Dr. Shea to thank those who have fulfilled their advisory role.

- Clarifying role of overall committee and time dedication to lobbying. Noted that upon research this group does not spend enough hours to require registration as a lobbying group.

Action item: Continue to discuss a mechanism for tracking lobbying hours.

- SIGs reviewed.
 - Telehealth SIG agenda/purpose reviewed. EC voted to approve it as an official SIG.
 - C&P SIG reviewed and EC voted to dissolve.
 - Advocacy group reviewed and approved as a workgroup, not a SIG.
 - Women in Leadership: Reviewed proposal for workgroups. Agreed with their proposal for functions of the group.

Action items: Will discuss with ECP SIG on use of their mentorship program for Women in Leadership's mentorship program and if appropriate, bridge the two groups to form overall AVAPL mentorship program. Will also discussed with Women in Leadership SIG that membership in and people holding leadership positions in SIGs are required to be AVAPL members, according to bylaws. Will discuss on advisory group call the idea of separating membership of SIGs from involvement in SIG listservs.

- Mid-Winter Minutes Final Edits.

Action item: Dr. Gironda to complete final two sections.

Membership Engagement/Involvement

- Review of membership and recruitment approach

Action item: Dr. Smith will be discussing this in her president's address at the business meeting. Will return to this topic in future meetings, including potentially comping membership for award recipients.

- Leadership development program. Dr. Wan proposed AVAPL taking part in a leadership development program. The example he brought up included a "fellow" shadowing the board/committee, with money assisting that person to attend the conference. In discussion, also discussed using the SIGs as a leadership pipeline as well.

Action items: Have the SIGs give a quarterly report of their activities, involving them more in EC calls. Whenever someone says they want to be more involved, add them to a list, stored on googledrive or other doc-share document, to be returned to when projects arise.

- Member at large position. Discussed concept of new position (1 or 2 people, voting or not voting, for 1 or 2 years), which could allow for members to be more engaged in EC activities, provide differing perspectives to the group, and provide a bridge to taking on a longer term leadership position. Discussed how these positions would not be invited to the Mid-Winter meetings and would not be funded for APA or VAPLC.

Action items: Bring up this concept to advisory group for discussion.

- Collaborating with Division 18, including overlapping activities. They are looking for ways to partner with us.

Action item: Return to this in future meetings.

- Awards: making them more meaningful, promoting them more effectively, defining them more clearly. Discussed potential overlap between similar awards and re-labeling. Discussed having prior award winners as guest speakers at conferences, highlighted in newsletter, and/or given comp membership for a year.

Action items: Dr. Smith will work to add nomination link to AVAPL website and have award listing in packet at VAPLC. Dr. Smith will also look into what is needed to rename award titles. Dr. Davis will speak with newsletter editors about having a special edition focusing on award recipients.

- Surveying AVAPL members before Mid-Winter.

Action item: Dr. Smith will add a “Tell the Exec Committee” button to website.

- Developing a roster of “subject matter experts” to reach out to for on-the-spot information

Action item: Add a section on the website for people to self-identify as subject matter experts and advertise this to the listserv, for those interested in being contacted about certain issues.

- Prescription privileges interest and training survey.

Action item: Dr. Smith to create a survey to be reviewed by the committee and send out to AVAPL membership.