

Louisiana State Board of Examiners of Psychologists
BOARD MEETING MINUTES
July 8, 2016

The meeting of the Louisiana State Board of Examiners of Psychologists (Board) was noticed and agenda posted on July 6, 2016. Dr. Burnett, Vice Chair, called the meeting to order at 8:54 a.m. on Friday, July 8, 2016 at 8706 Jefferson Highway, Suite B, Baton Rouge, LA 70809. Present were Board Members, Darla Burnett, Phillip Griffin, Koren Boggs, Jesse Lambert; and, Executive Director, Jaime T. Monic. Absent was Dr. Marc Zimmermann.

Dr. Burnett opened the meeting by reading the Board's Declaration of Purpose.

Ms. Monic presented a letter from ASPPB received the evening of July 7, 2016, requesting that Association Boards consider writing a letter of recommendation on behalf of the Federation of Associationso fo Regulatory Boards (FARB). Dr. Lambert moved in favor of amending the agenda to consider the request. The motion passed unanimously.

Dr. Boggs moved to approve the agenda for the day, with added discussion for FARB. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert - YEA

The Board reviewed and discussed the meeting minutes from June 17, 2016. Dr. Boggs moved to approve the minutes of June 17, 2016. The motion passed by unanimous roll call vote of the members present.

First order of business was election for Chair and Vice Chair. Dr. Burnett called for nominations for Chair. Dr. Lambert moved to nominate Dr. Burnett to Chair the Board. No other nominations were proposed. Dr. Griffin moved to close nominations and call for roll-call vote. Dr. Lambert's motion passed by unanimous roll call vote as follows: Griffin – yea, Boggs – yea, Lambert – yea, Burnett - yea

Dr. Boggs moved to nominate Dr. Griffin to serve as Vice Chair. No other nominations were proposed. Dr. Lambert moved to close nominations and call for roll-call vote. Dr. Boggs' motion passed by unanimous roll call vote as follows: Griffin – yea, Boggs – yea, Lambert – yea, Burnett - yea

Ms. Monic requested that the matter P15-16-04B, be tabled, until she has time to consult with Attorney Amy Groves Lowe. The Board unanimously approved Ms. Monic's request.

Dr. Lambert moved to enter into executive session pursuant to LSA R.S.42:6.1, to conduct oral examinations and file reviews. The motion passed by unanimous roll call vote as follows: Zimmermann - YEA, Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert - YEA

Dr. Griffin moved to close executive session. The motion passed unanimously.

The Board opened the meeting to the public at 2:35pm. Dr. Kim VanGeffen, LPA was present for public hour.

COMMITTEE REPORTS:

The Board received the following committee reports:

Executive Director Report – Ms. Monic reported on the following:

- **2016-17 Renewals/ Online System** – Ms. Monic reported that the Phase I upgrades had been rolled out on June 30th just in time for renewals on July 1st. Renewals are well underway and going smoothly.
- **Legal Contracts** – Ms. Monic reported that legal contracts had not been approved and appear to be in limbo due to a conflict between the Governor’s Executive Order and the Attorney General’s Legal Opinion regarding anti-discrimination language.
- **Fire Marshall inspection** – Ms. Monic reported that the building was cited for a fire violation concerning the Office Complex sign at the entrance was too close to the fire hydrant. The building owner has been noticed and is working to correct the situation.
- **LA Register corrections** – Ms. Monic reported that errors to the Louisiana Administrative Code, which occurred as a result of improper editing, were being corrected in the July 20, 2016 LA Register.
- **Modem and Wifi** – Ms. Monic reported that LSBEP’s modem and wifi were properly moved into our office, from the adjoining suite.

Finance Committee Report

The Board reviewed Financial Statements for June 2016 prepared by Ms. Valerie Dominique. Ms. Monic read Ms. Dominique’s report which stated that the Board’s “financial status remains steady. We budgeted to have a net loss (Revenue-Expenses) of -\$112,351. In the last month of the fiscal year you have a net loss of -\$74,837.09. Revenue is overbudget by \$8,534.13. Total expenses are under budget by \$28,979.78.” Dr. Griffin moved to accept the financial statements provided by Ms. Dominique. The motion passed unanimously.

Dr. Burnett reported that she reviewed and approved Bank Reconciliations prepared by Ms. Monic from June 2016.

2016-17 Compilation Report/CPA Contract – Dr. Boggs moved to authorize Ms. Monic to initiate a contract with a CPA approved by the LA Legislative Auditor’s office to conduct the 2016-17 Compilation of the Board’s financial records, for an amount not to exceed Three thousand five hundred dollars (\$3,500).

Oral Examination Committee Report – Dr. Boggs reported that errors were noted in Clinical Case Vignette #6 and needed to be corrected; and that all individuals presenting for oral examinations passed. Those examinations are as follows:

ORAL EXAMINATIONS [LSA-R.S. 42.6.1]:

Aimee L. Blackham, Ph.D. appeared before Board Members, Drs. Burnett, Griffin, Boggs and Lambert for an oral examination for licensure. Dr. Boggs moved that the Board grant **Dr. Blackham** a license to practice psychology with a declared specialty in Counseling Psychology. The motion passed by unanimous roll call vote as follows: Boggs - YEA, Burnett - YEA, Griffin - YEA, Lambert – YEA

Melissa Bonnell-Weidlich, Ph.D. appeared before Board Members, Drs. Burnett, Griffin, and Boggs for an oral examination for licensure. Dr. Lambert recused himself from this oral examination. Dr. Griffin moved that the Board grant **Dr. Bonnell-Weidlich** a license to practice psychology with a declared specialty in Counseling Psychology. The motion passed by unanimous roll call vote as follows: Boggs - YEA, Burnett - YEA, Griffin - YEA

Leo J. Burke, III, Psy.D. appeared before Board Members, Drs. Burnett, Griffin, Boggs and Lambert. Dr. Lambert moved that the Board grant **Dr. Burke** a license to practice psychology with a declared specialty in Clinical Psychology. The motion passed by unanimous roll call vote as follows: Boggs - YEA, Burnett - YEA, Griffin - YEA, Lambert – YEA

Kimberly Hutchinson, Ph.D. appeared before Board Members, Drs. Burnett, Griffin, Boggs and Lambert for Respecialization in Clinical Psychology. Dr. Griffin moved that the Board approve **Dr. Hutchinson's** additional declared specialty in Clinical Neuropsychology. The motion passed by unanimous roll call vote as follows: Boggs - YEA, Burnett - YEA, Griffin - YEA, Lambert – YEA

Liaison to Professional Organizations and Boards Report – Dr. Griffin reported that he would be attending his first LBAB meeting in August 2016.

Continuing Professional Development Committee – Ms. Monic reported that CPD reporting was going smoothly this season. She requested guidance on audits suggesting that traditionally a random audit of 10% of the reporting population was conducted. Dr. Burnett recommended that the Board continue to conduct random audits of 10% of the reporting population. Dr. Griffin moved in favor. The motion passed unanimously.

Dr. Griffin invited Dr. VanGeffen's input concerning any CPD that LPA was sponsoring. Dr. VanGeffen reported that LPA was holding a conference in the fall which focus would be early childhood/infant.

Supervision/Credentials Review - Dr. Burnett reported the results of the file reviews conducted this date in Executive Session as follows:

FILE REVIEWS [LSA-R.S. 42.6.1]:

The Board reviewed the application for licensure of **Alexandra Sims, Ph.D.** in conjunction with her letter requesting exception for an early file review to approve her to sit for the oral

examination. It was determined that the Board could not consider a motion to confirm candidacy status for licensure until such time that the requirements for licensure are completed and properly documented with the Board.

The Board reviewed the application for licensure of **Susannah Smith, Ph.D.** Dr. Burnett requested that Dr. Lambert and Ms. Monic conduct a thorough review and report of Dr. Smith's hours for consideration by the Board.

Long Range Planning/Awards Committee: Dr. Burnett requested to add a discussion item to review an equivalence allowance to accept a certain number of years of licensed practice experience as supplementing and/or fulfilling the supervised experience toward licensure.

LBAB Liaison Report: Dr. Burnett reported that she will attend her last meeting in July and Dr. Griffin will take over as LBAB Liaison. She reported that the LBAB has not received their new board appointments.

Task Force for Meaningful Oversight – Dr. Burnett summarized the purpose of the task force and reported that Ms. Monic had sent information to the task force organizer concerning her [Dr. Burnett's] participation as representative for the LSBEP. To date, there is no word on the first meeting.

LSBEP Education & Outreach - The Board discussed the YouTube presentation on Continuing Professional Development. Ms. Monic reported that it seemed to resolve a lot of questions, with the exception of self-directed learning activities. Dr. Griffin suggested a comprehensive Q&A be developed and posted online.

There was no report from the following committees:

Jurisprudence Examination Committee Report; Legislative Oversight Committee Report

DISCUSSION ITEMS

LSSP Committee Recommendation to LSBEP for 2016-17 Committee Member – The Board reviewed the recommendations for revisions to the La. Administrative Code Title 46 pertaining to supervised practice of the LSSP, and providing that an accredited internship be applied toward the three year requirement for supervision. Dr. Lambert moved in favor of approving the revisions as provided. The motion passed unanimously.

Walgreens Referral Services – Dr. Lambert reported that he had contacted Walgreens and they would be providing additional information regarding this program. Once received, he would have a report for the Board to consider.

Complaint Coordinator Position II – Ms. Monic reported that Dr. Erica Meyer's circumstances had changed since she first applied and she respectfully declined the position. Dr. Griffin moved that the position be opened to all licensed psychologists and also to reach out to Dr. Greg Gormanous and also inquire with the Board of Ethics if it would be permissible to contract with him if he was interested.

LSBEP Media Policy – The Board reviewed this policy at the request of Dr. Julie Nelson. Dr. Boggs moved in favor of striking the second sentence of the 4th bullet, “Therefore, members of the Board should not be contacted by the public/media to discuss any matters that could come before the Board in due course as a regulatory body.”; and correct the word “insuring” to “ensuring”. The motion passed unanimously.

LSBEP Emergency Policy – Ms. Monic presented the most current version of the Emergency Policy to the Board. After review and discussion, the Board authorized Ms. Monic to investigate current procedures; update names and contacts; and seek to coordinate with the Department of Health for working space in the event of an evacuation or in the event the LSBEP office is incapacitated.

Copy Machine Contract 2016-17 – Ms. Monic discussed the copy/scanning needs since LSBEP and LBAB are sharing resources, reporting that our copies exceeded the current 40,000 copy contract. After review and discussion, Dr. Boggs moved in favor of approving a 60,000 copy contract in the amount of \$720 to be split with LBAB. The motion passed unanimously.

Telehealth GAPS Analysis – Dr. Burnett requested that this be tabled until such time the Board could review the extensive GAPS Analysis prepared by the American Telemedicine Association.

Electronic Agenda Binders – Ms. Monic suggested considering moving toward electronic agendas in an effort to save on copy expenses (paper/supplies and maintenance contracts) as well as the time it takes staff to compile and reproduce a paper binder. Dr. Griffin moved in favor of purchasing tablets, charging stations, stands and software to facilitate this endeavor for an amount not to exceed \$1500. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert – YEA

FARB Letter of Recommendation – The Board reviewed the sample letter from FARB, provided to the Board by ASPPB. After some investigation and discussion. The Board edited the sample letter, offering support for FARB’s grant to research access to care, burdens in the licensing process, and mobility of providers and portability of licensing credentials without sacrificing the public protection needs of the consuming public.

Dr. Griffin moved to adjourn the meeting at 4:09pm. The motion passed unanimously.