

Louisiana State Board of Examiners of Psychologists
BOARD MEETING MINUTES
DECEMBER 16, 2016

FINAL APPROVED: January 20, 2017

The meeting of the Louisiana State Board of Examiners of Psychologists (Board) was noticed and agenda posted on, Wednesday, December 14, 2016. Dr. Darla Burnett, Chair, called the meeting to order at 8:45 a.m. on Friday, December 16, 2016 at 8706 Jefferson Highway, Suite B, Baton Rouge, LA 70809. Present were Board Members, Darla Burnett, Phillip Griffin, Koren Boggs, Jesse Lambert, Amy Henke; and, Executive Director, Jaime T. Monic.

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

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

The Board reviewed and discussed the meeting minutes from November 11-12, 2016. Dr. Burnett moved to approve the minutes of November 11-12, 2016. The motion passed by unanimous roll call vote of the members present.

Dr. Griffin 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: Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert – YEA, Henke – YEA.

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

The Board opened the meeting to the public at 2:45p.m. Dr. John Fanning representing the Louisiana Psychological Association was present for the open meeting. Dr. Burnett welcomed guests and opened business with committee reports.

COMMITTEE REPORTS:

The Board received the following committee reports:

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

- Additional security had been purchased for the office. The equipment costing \$182.89 and \$181.50. All costs were split with the Behavior Analyst Board.
- A Purchase Card was received in December and policies will need to be put in place prior to use.
- The Board will engage the La. Legislative Auditor on December 21-22, 2016, for an audit of the 2015-16 Fiscal Year. Dr. Burnett affirmed that she would be present to sign the engagement agreement.

- The Board’s Policies and Procedures concerning Criminal Background Checks and handling of records will be audited by the Federal Bureau of Investigation, CJIS on January 25, 2017 at 1:00pm.
- Due to the heavy Oral Exam schedule this meeting, several items were deferred to January 20, 2017, including:
 1. LSSP Committee Discussion
 - Opinion regarding the definition of “School system” LA R.S. 37:2352(10)
 2. APA Commission on Accreditation (CoA) Public Comment: Implementing Regulations (IRs) tailored to the new [Standards of Accreditation for Health Service Psychology](#) and the revised [Accreditation Operating Procedures](#). Due on **February 5, 2017**.

Finance Committee Report

The Board reviewed Financial Statements for November 2016 prepared by Ms. Valerie Dominique. Dr. Boggs moved to accept the financial statements provided by Ms. Dominique. The motion passed unanimously.

Ms. Monic reported that as of November, the Board remains within the budgeted allowance on expenditures, however it is anticipated that expenses for this fiscal year will exceed revenues and that the situation and options are being investigated. The Board discussed the need to review its budget at a special meeting, affirming their willingness to participate in such, to make cuts to cover necessary expenses.

Dr. Burnett reported that she reviewed and approved Leave Reports for Ms. Monic.

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

Oral Examination Committee Report – Dr. Boggs reported that a typographical error on CL-6 still needed to be addressed. Ms. Monic immediately addressed the error. Dr. Boggs reported on the following Oral Examinations conducted this day in Executive Session:

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

Richard L. Frederick, Ph.D. appeared before Board Members, Drs. Burnett, Griffin, Boggs Lambert and Henke for licensure via reciprocity as a Diplomat of the American Board of Professional Psychology. Dr. Henke moved that the Board grant **Dr. Frederick** a license to practice psychology with a declared specialty in Clinical Psychology. The Board discussed the motion. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Lambert – YEA, Boggs - YEA, Henke – YEA

Beth C. Arredondo, Ph.D. appeared before Board Members, Drs. Griffin and Henke for licensure via reciprocity as a Diplomat of the American Board of Professional Psychology. Dr. Henke moved that the Board grant **Dr. Arredondo** a license to practice psychology with a declared specialty in Clinical Neuropsychology. The Board discussed the motion. The

motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Lambert – YEA, Boggs - YEA, Henke – YEA

Kathleen J. Brock, Ph.D. appeared before Board Members, Drs. Burnett, Boggs and Lambert for licensure via Certificate of Professional Qualifications. Dr. Lambert moved that the Board grant **Dr. Brock** a license to practice psychology with a declared specialty in Counseling Psychology. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Lambert – YEA, Boggs - YEA, Henke – YEA

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

Elizabeth Carey, Ph.D. appeared before Board Members, Drs. Griffin and Lambert for an Oral Examination for specialization in Clinical Psychology. Dr. Griffin moved that the Board approve **Dr. Carey's** additional declared specialty in Clinical Psychology. The Board discussed the motion. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Lambert – YEA, Boggs – YEA, Henke- YEA.

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

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

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

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

Bryman E. Williams, Ph.D. appeared before the Board for an oral examination for licensure. Dr. Lambert moved that the Board grant **Dr. Williams** a license to practice psychology with a declared specialty in Clinical Psychology. The Board discussed the motion. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin – YEA, Boggs - YEA, Lambert – YEA, and Henke – YEA.

Jurisprudence Examination Committee – Dr. Boggs reported that a typographical error was found in item 12 of the exam. Ms. Monic was directed to correct the item as discussed by the Board.

Liaison to Professional Organizations and Boards Report – No Report

Continuing Professional Development Committee – Reserved for Discussion.

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]:

Stacey L. Johnson, M.A., S.S.P – LSSP Committee, after review and discussion, found Ms. Johnson’s Application to be complete upon receipt of passing Jurisprudence Exam and therefore recommends Ms. Johnson for licensure as a Specialist in School Psychology pending passing Jurisprudence Examination. Dr. Henke moved in favor of accepting the recommendation. The motion passed unanimously.

Natalie V. Harris, S.S.P – LSSP Committee, after review and discussion, found Ms. Harris’s Application to be complete upon receipt of passing Jurisprudence Exam and therefore recommends Ms. Harris for licensure as a Specialist in School Psychology pending passing Jurisprudence Examination. Dr. Lambert moved in favor of accepting the recommendation. The motion passed unanimously.

Alyse Blanchard, Ph.D. – The Board reviewed the Application for Respecialization in Clinical Neuropsychology of **Dr. Blanchard**. Dr. Griffin agreed to provide a letter to Dr. Blanchard acknowledging receipt of her application and advising her of the training and documentation needed to complete her application.

The Board reviewed the update from **Lisa C. Solursh, Psy.D.** regarding her citizenship status. Dr. Burnett moved to accept **Dr. Solursh’s** letter and request that she continue to send annual attestations to the Board. The motion unanimously passed.

Rebecca Rock, Ph.D. – The Board reviewed the request of **Dr. Rock**, to remove her application file from further consideration, destroy her application file for licensure and refund her application fee. The Board discussed the matter, noting the Board’s policy for record retention approved by the Secretary of State, Division of Archives and the non-refundable application fee. Dr. Boggs moved to close Dr. Rock’s Application for Licensure

and deny her additional requests. The Board discussed the motion. The motion passed unanimously.

Dr. Henke reviewed and presented the Application for License of **Guler Boyraz, Ph.D.** to the Board with a motion to confirm his Candidacy status and invite him to take the Oral and Jurisprudence Examinations for Licensure. The Board discussed the motion. The motion passed unanimously.

Dr. Boggs reviewed and presented the Application for License of **Cedrina K. Averette, Ph.D.** to the Board with a motion to confirm her Candidacy status and approve her Provisional Licensure pending passing Jurisprudence Examination. The Board discussed the motion. The motion passed unanimously.

Dr. Burnett reviewed and presented the Application for License of **Christopher Parkinson, Ph.D.** to the Board with a motion to confirm his Candidacy status and invite him to take the Oral and Jurisprudence Examinations for Licensure. The Board discussed the motion. The motion passed unanimously.

Dr. Boggs reviewed and presented the Application for License via Certificate of Professional Qualifications of **Jennifer Leigh Russell, Ph.D.** to the Board with a motion to confirm her Candidacy status and invite her to take the Jurisprudence Examination and to meet with the Board to review and verify satisfactory character, current fitness, plans to practice, and specialty declaration for Licensure. The Board discussed the motion. The motion passed unanimously.

Dr. Henke reviewed the application for Temporary Registration of **John Matthew Fabian, Psy.D. (Texas)**. Dr. Henke, moved that the Board approve the Temporary Registration of **Dr. Fabian**, pending passing Jurisprudence Examination. The Board discussed the motion. The motion passed unanimously.

Dr. Griffin reviewed and approved the Supervised Practice Plan and Candidate Status of **John M. Tracy, Ph.D. and Anna C. Kelley, Psy.D.**

Complaints Committee: - Dr. Burnett reported that the Board received an update on Complaint matters in Executive Session. Dr. Burnett reported that the Board reviewed and signed conflict of interest statements regarding the hearing on January 12-13, 2017 in the matter P15-16-03C.

Long Range Planning/Awards Committee: Dr. Burnett reported that the Long Range Planning and Awards Ceremony went well. Dr. Burnett requested that members review the minutes from that meeting and follow up on action items and assignments in January 2017.

Legislative Oversight Committee Report – Reserved for discussion.

LBAB Liaison – Dr. Griffin reported that he attended the LBAB Board meeting on Tuesday, December 13, 2016. He reported that they are working on processes to document the supervision of Line Technicians. They are currently developing a standard form to facilitate this.

LSBEP Education & Outreach – No Report

DISCUSSION ITEMS

Elections for Vacancy occurring June 30, 2017 – Ms. Monic reported that no further nominations were received within the extended nomination period which ended on December 12, 2016. Ms. Monic reported that she had emailed Boards and Commissions to inquire if a single person election would be acceptable to their office, as an election is required under La. R.S. 37:2353.A.(2). The Board discussed the matter. Dr. Lambert moved that the nominations period be extended another 30-days. The motion passed unanimously.

ASPPB Survey – The Board reviewed a Survey initiated by ASPPB requesting the LSBEP submit the top 3 or 4 items that it considers “hot topics” in order that ASPPB could set up a “town hall format” for their April 2017 Midyear Meeting. The Board discussed the matter, noting that all topics were of concern to the Board. Dr. Griffin moved that the Board approve the following items for submission, from the list provided by ASPPB, and in no particular order: 1. Post-doc vs no Post-Doc; 2. Accredited vs non-accredited programs/internships/post-docs; 3. Specialty license vs. general license; 4. Health Service Provider license only vs. General Applied Psychologist.

Continuing Education Audits – Dr. Lambert reported that all audit reports had been returned and approximately ½ reviewed. Dr. Lambert reported that there was a coding error or error in reporting correctly for almost every report that was audited. These errors did not necessarily result in the requirements not being fulfilled. The Board discussed the need to address the issues. Dr. Burnett suggested the issues be addressed in a Q&A format or information format on the Board’s website, and a generic letter, noting common mistakes made in reporting this period sent to each auditee. Dr. Lambert moved in favor of Dr. Burnett’s suggestion. The Board discussed the motion. The motion passed unanimously.

LSBEP Opinion #19 PEC – Dr. Lambert requested the Board review this opinion and obtain a legal opinion on LA R.S. 28:53. In the interim, the Board approved the following revision to Opinion #19:

The Louisiana State Board of Examiners of Psychologists [LSBEP] opines that it is within the scope of practice for a qualified psychologist to execute a Psychologist Emergency Certificate in accordance with LA R.S. 28:53.

LSBEP Policies & Procedures: Criminal Background Checks (Sec. 6005-6011) – In anticipation of the upcoming Audit by the Federal Bureau of Investigation, the Board reviewed its current policies and procedures. Ms. Monic requested an amendment to update the procedures to provide a more detailed description of procedures currently facilitated by LSBEP staff, that would be provided to the FBI. Dr. Boggs moved in favor of the amendments. The Board discussed the motion. The motion passed unanimously.

(SCR65) Task Force for Meaningful Oversight – Final Report – The Board reviewed the final draft report, to be submitted to the legislative oversight committee. Dr. Burnett reported that the draft was as discussed in the Task Force meetings and recommended that the Board approve the recommendations of the Task Force, without descent. The motion passed unanimously.

James R. Raines, Contract Amendment – Ms. Monic reported that the work required on the matter scheduled for hearing (P15-16-03C) has required an extraordinary amount of work by Attorney James Raines. Ms. Monic reported that December’s legal fees will exceed the current contracted amount. With six months left in the fiscal year, Ms. Monic requested an amendment to increase the amount of Mr. Raines contract from \$28,000 to an amount not to exceed \$60,000, in order that the Board continue to fulfill its purpose under LA R.S. 37:2351. Dr. Griffin moved in favor of the amendment. The motion passed unanimously.

Defining Postdoctoral Experience – Dr. Boggs presented a status on her investigation of how other State Psychology Boards define postdoctoral experience and provided sample forms for review. The Board agreed that the information provided by Dr. Boggs was the track they wanted to follow. Dr. Boggs agreed to have a formal draft for presentation at the January 2017 meeting.

Dr. Griffin moved to adjourn the meeting at 5:00 p.m. The motion passed unanimously.