

**STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING
BOARD OF PSYCHOLOGIST AND PSYCHOLOGICAL ASSOCIATE EXAMINERS**

**MINUTES OF MEETING
February 25, 2010**

By the authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled meeting of the Board of Psychologist and Psychological Associate Examiners was held February 25, 2010 at State Office Building, 9th Floor, Conference Room C, 333 Willoughby Avenue, Juneau, AK.

Thursday - February 25, 2010

Call to Order/Roll Call

The meeting was called to order at 8:30 a.m. by Dr. Bradbury.

Those present, constituting a quorum of the Board:

Lorin L. Bradbury, Psychologist, Chairman
Lisa Turner, Psychological Associate
John DeRuyter, Psychologist
Kristi Fuller, Psychologist
Cam Carlson, Public Member

In attendance from the Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing, were:

Jan Mays, Licensing Examiner
David Newman, Investigator (via teleconference)

Guest:

Dr. Phil Baker, AK-PA (via teleconference)

Agenda Item 1 - Review Agenda

The Board reviewed the agenda and made the following changes to the agenda.

- New Item - Dr. Kristi Fuller attending the AK-PA Meeting
- New Item - Check with Brian Howes on the Cook Letter
- New Item - Information Letter
- New Item - Board Self Evaluation
- New Item - Move Item #15 after Self Evaluation
- Item 6

- Jo Forsyth
- Maryam Bassir – Statement of Supervised Experience
- Julieann Pankey – Alternate Supervision Plan

Upon a motion by Mrs. Carlson, seconded by Dr. DeRuyter and approved unanimously, it was:

MOVED to approve the agenda as amended.

Agenda Item 2 – Review Task List

The Board reviewed the task list. The following Board tasks are pending:

- Dr. DeRuyter – Create a new question regarding receiving gifts.
- Dr. Bradbury – Create new essay question.
- Dr. Fuller – Create new Ethics form.
- Mrs. Mays – Create Spreadsheet to track Courtesy License Holders.
- Revise CE Worksheet check sheet.
- Mail out the Information Letter to all applicants who applied in the last 4 years.

Agenda Item 3 – Ethics Disclosure

No ethics issues to disclose.

Agenda Item 4 – Investigative Report

David Newman, Investigator joined the meeting via teleconference to present the investigative report.

Open Complaints:

C2901-08-001	Unlicensed Practice	Review Ongoing – (Inv. Susan Winton)
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Open Investigations:

2902-07-001	Violating Professional Ethics	Investigations Complete Division Review (Inv. Susan Winton)
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Complaint or Investigation Activity Since Last Board Meeting:

C2900-09-002	Violating Professional Ethics	Closed – License Denied by Board
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Agenda Item 5 – Review/Approve Minutes

The Board would like to commend Debra Stovern on a great work drafting the December 3-4, 2009 meeting minutes. The Board propose that future meeting minutes be printed double sided, with the “Draft” watermark and “Revision Dates”.

December 3-4, 2009

- Delete “duly” from all Motions.
- Change “Resolved” to “Moved” on all Motions.
- Page 3 – Item 5, first paragraph, first sentence, delete “by”.
- Page 4 – Item 6, first paragraph, delete everything after “applications” and add “as described below”.
- Page 4 – Item 6, second paragraph, add “Jo” after “Dr.”
- Page 4 – Item 6, first motion, change “Dr. Pankey’s” to “Dr. Julieann Pankey”.
- Page 4 – Item 6, second motion, change “Dr. Hightower’s” to “Dr. Jennifer Hightower”.
- Page 4 – Item 6, fourth motion, change “Dr. Arundale’s” to “Dr. Wendy Arundale”.
- Page 5 – Item 6, first paragraph, delete “learn” and add “determine”.
- Page 9 – Item 13, second paragraph, first sentence, delete “Board Regulations” and add “Regulatory Boards”.
- Page 9 – Item 14, second paragraph, delete.
- Page 9 – Recess, change “recess” to “recessed”.
- Page 11 – Item 15, first sentence, change “December 7” to “December 7, 2010”.
- Page 11 – Item 15, first sentence, delete “in formation” and add “an informal”.
- Page 11 – Item 15, second sentence, delete.
- Page 11 – Item 19, first sentence, change “of” to “if”.
- Page 11 – Item 13, first paragraph, first sentence, delete “similar”.
- Page 11 – Item 13, first paragraph, second sentence, change “licenses” to “license”.
- Page 12 – Item 16, first motion, add “may” between “conference” and “take” and add “the Board would bare the associated cost” after “CLEAR”.
- Page 13 – Item 26, first paragraph, first sentence, change “general” to “usually”.
- Page 13 – Item 26, Wall Certificates, change “Psychologist Associate” to “Psychological Associate”.

Upon a motion by Ms. Turner, seconded by Dr. DeRuyter and approved unanimously, it was:

MOVED to approve the December 3-4, 2009 meeting minutes as amended.

Agenda Item 6 – Application

Psychologist

Jo Forsyth

Request for Alternate Supervision Plan

Julieann Pankey

Statement of Supervised Experience

Maryam Bassir

Upon a motion by Ms. Turner, seconded by Dr. DeRuyter and approved unanimously, it was:

MOVED to approve Dr. Jo Forsyth's post-doctoral supervision plan and issue temporary license and approve to sit for the State Law & Ethics Exam and EPPP Exam.

Upon a motion by Ms. Turner, seconded by Mrs. Carlson and approved unanimously, it was:

MOVED to approve Dr. Julieann Pankey's request for alternate supervision plan.

Upon a motion by Ms. Turner, seconded by Dr. DeRuyter and approved unanimously, it was:

MOVED to approve Dr. Maryam Bassir's verification of post-doctoral supervision hours and completion of EPPP & State Law & Ethics exam score.

The Board came to an agreement that when an applicant completes supervision and all the other requirements, that the Statement of Supervised Experience does not need to go before the Board for approval.

Break at 10:09 a.m.; back on record at 10:32 a.m.

Agenda Item 7 – Reinstatement/CE Audit

The Board reviewed the renewal applications and continuing education for reinstatement.

- Dr. James Robinson
- Dr. Bruno Kappes

Upon a motion by Dr. DeRuyter, seconded by Mrs. Carlson and approved unanimously, it was:

MOVED to approve Dr. James Robinson's CEU's for reinstatement on psychologist license no. 501.

Upon a motion by Dr. DeRuyter, seconded by Ms. Turner and approved unanimously, it was:

MOVED to approve Dr. Bruno Kappa's CEU's for reinstatement on psychologist license no. 223.

Upon a motion by Dr. DeRuyter, seconded by Ms. Turner and approved unanimously, it was:

MOVED to retroactive Dr. James Robinson's current issue date to December 4, 2009 for psychologist license no. 501.

Agenda Item 8 – Goals & Objectives

The Board reviewed the Goals and Objectives for fiscal year 2010. There were no changes.

1. Enforcing the Psychology Practice Act in order to protect the public.
2. Ensuring the public of continued competency of licensed psychology professionals.
3. Ensuring the public that psychological care is offered by professionally qualified persons.
4. Ensuring the public that qualified psychology practitioners are available.
5. Promoting high professional standards of psychology practice.

Agenda Item 9 – State Law & Ethics Form

Upon a motion by Dr. DeRuyter, seconded by Ms. Turner and approved unanimously, it was:

MOVED to enter into executive session in accordance with AS 44.62.310 (c) (2) and (3) and Alaska Constitutional Rights to Privacy Provisions for the purpose of discussing the State Law & Ethics Examination.

Executive session at 11:17 a.m.; back on record at 11:37 a.m.

Agenda Item 10 – Public Comment

There were no individuals in attendance for public comment.

Agenda Item 11 – Criminal Background Checks

The Board reviewed regulations relating to criminal background checks from Guides, Professional Counselors and Nursing. The Board at the December 3-4, 2009 meeting read in the minutes the proposed language for regulation.

The Board decided to go forward on the statutory authority the Board does have; that is to request the applicant to voluntarily submit a background check that goes directly to the division.

The Board request that a copy of the December 3-4, 2009 meeting minutes go to Jun Maiquis, Regulation Specialist. The Board also requested that a draft of the proposed regulation be ready and available for review at the next scheduled meeting, May 20-21, 2010.

Agenda Item 12 – Courtesy License Reporting

The Board requested that Mrs. Mays produce a spreadsheet that tracks all courtesy license holders.

Dr. Fuller stated that she was not able to attend the Alaska Psychological Association Meeting.

The Board recessed for lunch at 11:45 a.m.

Agenda Item 13 – Alaska Psychological Association

Dr. Phillip Baker joined the meeting by teleconference to report any current issues and activities with the Alaska Psychological Association (AK-PA).

Dr. Baker stated that AK-PA's leaders are getting prepared to attend the Leadership Conference in Washington DC. Also, Dr. Baker informed the Board that HB 110 has moved to Senate. Dr. Bradbury suggested that Dr. Baker contact Senator Hoffman to keep the bill moving.

Dr. Baker announced that another bill is in the Senate, SB 139. SB 139 was originally introduced by Senator Hoffman in the House Committee. SB 139 is based on paying for reimbursement for mental health professionals; specifically for Tier Two reimbursement.

Upon a motion by Dr. DeRuyter, seconded by Dr. Fuller and approved unanimously, it was:

MOVED to amend the agenda to a one day meeting. Move Item 14, 15 and 16 to February 25, 2010 meeting.

Agenda Item 14 – Regulation/Review Changes

No regulation changes.

Agenda Item 15 – Administrative Issues

Budget Report

The Board reviewed the 2007 thru 2009 Comparison Report. The Board had no questions.

Schedule Next Meeting/Length of Meetings

The Board will continue to request and plan for two full days, if necessary. The Board will make an attempt to condense any future meetings to one day, if the agenda allows it. This decision will be made at least a month prior to the scheduled meeting.

The following are meeting dates for 2010:

May 20-21, 2010 in Anchorage (If one day; the Board request to have the one day meeting on May 21, 2010)

September 2-3, 2010 in Kenai

December 2-3, 2010 in Anchorage

Sign Wall Certificate

No wall certificates to sign.

Meeting Minutes Signed

No meeting minutes to sign.

Cook Letter

The Board called Brian Howes, Chief Investigator via teleconference to discuss the Cook letter. Dr. Bradbury requested a status report on the letter that was to be generated from Mr. Howes. Mr. Howes explained that a letter has been generated and will be mailed directly to Dr. Bradbury the following day for signature. This letter would be signed by both Mr. Howes and Dr. Bradbury.

Information Letter to Applicants

The Board reviewed the Information letter that will go to all applicants that have been denied licensure. This letter is to notify those applicants that there has been regulation changes, and could pertain to them, which they may want to reconsider on applying for licensure.

The Board requested that Mrs. Mays mail the letter to all applicants that have been denied licensure in the last four years. The Board also requested that Mrs. Mays obtain the number of applicants that has denied and email that figure to the Board.

Board Self Evaluation

Ms. Turner stated that one of the things she has learned from the CLEAR Online Board Training is Board Self Evaluation. Ms. Turner proposes that this discussion be placed as an agenda item for future meetings. CLEAR strongly recommends that Boards periodically take the time on addressing member's observation on the strong points and discuss any issues that will assist the Board to function more efficiently. The Board requested that this topic be on the May 20-21, 2010 agenda.

The Board expressed its strong points:

- Efficient
- Staying on task
- Can handle conflicts
- Camaraderie
- Task Lists

The Board requested that Mrs. Mays email the task list at the end of every meeting. Ms Turner recommended that the Investigative Flowchart be included in all Board packets.

Sign TAs and Collect Receipts

Board members signed Travel Authorization forms and will submit receipts.

Task Lists

Jan Mays

- Create an excel spreadsheet to track courtesy license holders.
- Create a check sheet for continuing education audits and reinstatements.

- Mail out Information letter to all applicants that has applied for licensure in the last four years.

Dr. DeRuyter

- Create a new question regarding receiving gifts.

Lisa Turner

- Generate a matrix for exam questions.

Dr. Fuller

- Create new ethics form.

Agenda Item 15 - Appoint Interim Board Chair

Dr. Bradbury affirmed that his term will come to an end on March 1, 2010. Dr. Bradbury appointed Ms. Turner as the Interim Board Chair. The Board at the May 20-21, 2010 meeting can cast a vote on whether they wish to have Ms. Turner continue as the board chair.

Upon a motion by Dr. DeRuyter, seconded by Mrs. Carlson and approved unanimously, it was:

MOVED to adjourn the meeting.

There being no further business, the meeting adjourned at 2:42 p.m.

Respectfully Submitted:

Jan Mays
Licensing Examiner

Approved:

Lisa Turner, Chair

Date: _____