

**Minutes
Arkansas Psychology Board
101 East Capitol, Suite 415
Board Meeting
March 18, 2011**

CALL TO ORDER

The Arkansas Psychology Board meeting was called to order by the Chair of the Board, Dr. Edward Kleitsch at 10:15AM.

ROLL CALL

Board Members present: Dr. Edward Kleitsch, Dr. James Fuendeling, Dr. Judd Harbin, Ms. Elizabeth Glenn, Mr. Skip Hoggard, Ms. Gloria Gordon, Dr. Lisa McNeir and Dr. Gary Souheaver.

Staff Members present: Mr. James Ammel, Ms. Amy Ford, Ms. Sheila Pauley and Ms. Meagan Kuta.

APPROVAL OF AGENDA

Dr. Kleitsch presented the agenda to the Board Members for approval. Dr. Fuendeling made a motion to approve the agenda as amended with "C'-Licensing Fees" added under the title "Old Business" and agenda item "J'-Catherine Chaumont" omitted. Ms. Glenn seconded the motion. The motion passed unanimously.

APPROVAL OF PAST MINUTES

Dr. Kleitsch presented the February 18, 2011 minutes for approval. Dr. Souheaver made a motion to approve the February 18, 2011 minutes. Ms. Glenn seconded the motion. The motion passed unanimously.

REPORT FROM THE COMPLAINT COMMITTEE

(Mr. Ammel has not submitted this information to the Board office)

OLD BUSINESS

Ms. Caldwell submitted a revised Licensee Supervision Plan and Agreement with Dr. Richard Moore as her new primary supervisor for approval. During the January 21, 2011 Board meeting, it was determined that the number of hours of supervision was insufficient and the Board Members requested clarity related to her background utilizing Biofeedback. Ms. Caldwell removed Biofeedback from her Supervision Plan and the Board Members determined that, since Ms. Caldwell is a Licensed Psychological Examiner, she is not required to adhere to § 6.2.C.(1), of the Arkansas Psychology Board

Rules and Regulations, 2009, requiring a minimum standard of one (1) hour of face-to-face supervision per week for provisional licensure applicants. Dr. Souheaver moved to approve Ms. Caldwell's Licensee Supervision Plan with Dr. Moore. Dr. Fuendeling seconded the motion. The motion passed unanimously.

Mr. Dustin Roberson submitted a revised Provisional Licensee Supervision Plan and Agreement with Dr. Sam Boyd for approval. During the February 18, 2011 Board meeting, the Board members requested additional information from Mr. Roberson. Dr. Souheaver moved to deny the motion based on the absence of Mr. Roberson's Applicant Examiner Provisional Licensee Number on the Provisional Licensee Supervision Plan. Additionally, Mr. Roberson has not provided the requested documentation of his ability to provide Biofeedback to clients. Ms. Gordon seconded the motion. The motion passed. Ms. Glenn abstained from voting.

Staff re-submitted Ms. Vernie Jill Smith's license renewal request to the Board for review after finding an error in the database pertaining to Ms. Smith's address. A previous Board employee changed Ms. Smith's address to list the street name, city and zip code as "Test," which would have negatively impacted the successful delivery of any license renewal reminder notices for Ms. Smith. In addition, Ms. Smith's licensure information, as represented in the database, was changed from "Active" to "Archived," which also contributed to Ms. Smith not being notified about the status of her license, because the renewal notices were never generated for this licensee. Therefore, the Staff currently requested the Board to remove the late fees and fines for Ms. Smith. Dr. Souheaver moved to approve the request. Dr. Harbin seconded the request. The motion passed unanimously.

The Chair of the Board, Dr. Kleitsch submitted a possible rule revision regarding license renewal fee and delinquent payment of license renewal fees to the Board for consideration. Ms. Ford, attorney general representative is to investigate the legalities of the proposed rule revision. She will notify the Board during the April meeting.

NEW BUSINESS

Personnel Committee Report

On behalf of the Personnel Committee, Dr. Souheaver would like the record to reflect how pleased the Board and Personnel Committee are with the work from the Executive Director, Sheila Pauley; especially regarding the recent movement on the third position. The Personnel Committee would like to add the following preferred qualifications regarding the skills and/or knowledge for the requested position titled Licensing Coordinator; Class Code C045C; Grade C113 job description:

1. Bachelor's Degree
2. Familiarity and knowledge of the Arkansas Psychology Board Rules and Regulations, such as:
 - a. Licensing Requirements

- b. American Psychological Association-- Accredited Programs, Internship and Post Doctoral Training, etc.
 - c. Course content related to an applicant's Psychologist or Psychological Examiner academic transcript
 - d. Ethical and legal responsibilities unique to the Practice of Psychology
3. Effective written and oral communication skills in order to work effectively with, State and Federal agencies, Institutions of Higher Education, including Internship programs, Graduate and Post-Graduate programs, Hospitals, Health Centers, Consumers and others.

LPE Sunset Committee Report

The notice regarding Act 505 of 2007 and codified at Ark. Code Ann. §17-97-303(b)(3), "The Board shall not accept applications for or issue new licenses to individuals applying to become a Licensed Psychological Examiner," was submitted for approval and must be released by April 8, 2011. *Notice attached to minutes.*

Treasurer's Report

Ms. Glenn reported that all of the Arkansas Psychology Board invoices are current and there are no out standing invoices. The Copy Systems' invoice issue has been resolved. The Board should receive two invoices (one for equipment rental and one for maintenance) rather than three invoices. This has been corrected. The total amount due was paid and the APB will not be reported to the Claims Commission.

Report on House Bill 1315

Dr. Kleitsch presented information regarding House Bill 1315. Ms. Amy Ford will compose a letter to address the Board's concerns and submit for signatures at the next Board meeting.

Director's Report

The Executive Director, Ms. Sheila Pauley, updated the Board as to license renewal forms' changes and updates. She has been working very closely with GL Solutions to update the database to include the address field "Board Correspondence". Additionally, Ms. Pauley has revised the following online renewal forms: the 2011-2012 License Renewal Form, CEU Reporting Form, Supervision Reporting Form for Psychological Examiners, Affidavit, and Renewal Payment Form. The wallet size license cards will include the licensees' original license issue date and the expiration date.

Ms. Pauley questioned the Board Members regarding §6.3.B.(1) of the 2009 Arkansas Psychology Board Rules and Regulations pertaining to the submission of an annual supervision report form by licensed Psychological Examiners during Licensure Renewal. She indicated that several licensed Psychological Examiners failed to submit their report during the 2009-2010 renewals and during the 2010-2011 renewals. Ms. Pauley

requested the Board to determine what course of action the staff should take if a licensed Psychological Examiner does not submit an annual supervision reporting form to the Board office. Dr. McNeir moved to deny the licensed Psychological Examiners license until the complete renewal packet is submitted to the Board office for processing. Dr. Harbin seconded the motion. The motion passed unanimously. This motion excludes licensed Psychological Examiners with Independent status.

Recess

The Board recessed at 11:10AM for a break and reconvened at 11:20AM to conduct Board business.

Board Business

Ms. Melissa Ainslie submitted a Licensee Supervision Plan and Agreement with Dr. Jason LaGory as her new Primary Supervisor. Dr. Harbin moved to deny the Licensee Supervision Plan and Agreement because Dr. LaGory does not have supervisor status with the Board. Ms. Glenn seconded the motion. The motion passed unanimously.

Ms. Chancey Bethea submitted a Provisional Licensee Supervision Plan and Agreement with Dr. Ronald Bramlett as her new primary supervisor. Dr. Harbin moved to approve the Provisional Licensee Supervision Plan and Agreement. Ms. Glenn seconded the motion. The motion passed unanimously.

Ms. Taylor Branton submitted a Provisional Licensee Supervision Plan and Agreement with Dr. Nancy Powell as her new primary supervisor. Dr. Harbin moved to approve the Provisional Licensee Supervision Plan and Agreement. Dr. Souheaver seconded the motion. The motion passed unanimously.

Ms. Kristal Caldwell submitted a revised Statement of Intent to the Board Members for determination. She is requesting permission to move Psychoeducational Assessments from Category 2 to Category 1, which will allow her to perform these assessments independently. All other categories and populations served will remain the same. Dr. Souheaver moved to approve the revised Statement of Intent. Ms. Glenn seconded the motion. The motion passed unanimously.

Dr. Narissa Griffin submitted a Provisional Licensee Supervision Plan and Agreement with Dr. Jason LaGory as her new secondary supervisor. Dr. Souheaver moved to reject her request because Dr. LaGory does not have supervisor status with the Board. Dr. Harbin seconded the motion. The motion passed unanimously.

Ms. Erika Holman-Griffin submitted a Provisional Licensee Supervision Plan and Agreement with Dr. Kami Mays Hunt as her new primary supervisor to the Board Members for determination. Dr. Souheaver made a motion to deny the request because Projective Personality Assessments are not listed on Dr. Hunt's Statement of Intent. Dr. Fuendeling seconded the motion. The motion passed unanimously.

Ms. Maranda Leonard submitted a Provisional Licensee Supervision Plan and Agreement with Dr. Erica Moseby as her new primary supervisor for determination. Dr. Harbin made a motion to deny the request based on the Arkansas Psychology Board Rules and Regulations, 2009 §6.3.C.(1), which requires a minimum of 1 hour of face-to-face supervision per week for provisional licensure applicants. Ms. Glenn seconded the motion. The motion passed unanimously.

Dr. Jessica Pipkin submitted a Provisional Licensee Supervision Plan and Agreement with Dr. David Blaske as her new primary supervisor. Dr. Souheaver made a motion to deny the request because Dr. Pipkin did not sign the Provisional Licensee Supervision Agreement. Dr. Fuendeling seconded the motion. The motion passed unanimously.

Ms. Maureen Ryan submitted a Licensee Supervision Plan and Agreement with Dr. Richard Sayner as her primary supervisor. Dr. Harbin moved to deny the request based on inconsistencies between Dr. Sayner's and Ms. Ryan's Statements of Intent. Dr. Souheaver seconded the motion. The motion passed unanimously.

Dr. Heidi Thompson submitted a Supervisor Status request application, three references, and the appropriate documents to the Board Members for consideration. Dr. Souheaver moved to approve her request. Ms. Glenn seconded the motion. The motion passed unanimously.

Adjourn

Ms. Glenn moved to adjourn. Dr. Fuendeling seconded the motion. The motion passed unanimously. The Board adjourned at 1:12 PM.