

**Minutes
Arkansas Psychology Board
101 East Capitol, Suite 415
Board Meeting
June 17, 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. Gary Souheaver, Dr. Lisa McNeir, and Ms. Anne Powell-Black.

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

HEARING-Chaumont

The Board recessed at 10:16 AM for the hearing. At 10:24 AM the Board reconvened to conduct Board business.

APPROVAL OF THE AGENDA

Dr. Kleitsch presented the agenda for approval. Dr. Souheaver made a motion to add Dr. Jerry Cunningham's credential review to the agenda under the Report from the Director. Dr. Harbin seconded the motion. The motion passed unanimously.

APPROVAL OF PAST MINUTES

Dr. Kleitsch presented the May 20, 2011 minutes for approval. Dr. Souheaver made a motion to approve the May 20, 2011 minutes pending the correction of a few grammatical errors and a correction on page three regarding Dr. Fuendeling's request for additional reimbursements. Ms. Gordon seconded the motion. The motion passed unanimously.

REPORT FROM THE COMPLAINT COMMITTEE

Mr. Ammel stated there were no new developments to report to the Board at this time.

OLD BUSINESS

Ms. Kathryn Crane re-submitted a corrected Licensed Psychological Examiner with Independent Practice Supervision Plan for approval with the proper amount of supervision indicated. During the May 20, 2011 meeting, the Board denied the Supervision Plan for Independent practice based on insufficient hours of supervision noted. Dr. Harbin made a motion to approve the new request. Beginning June 17, 2011 she may begin accruing the 3000 hours toward Independent Status. Dr. Fuendeling seconded the motion. The motion passed unanimously.

Ms. Megan Revada and Dr. Heidi Thompson were requested to appear before the Board to explain discretions on Ms. Revada's Quarterly Supervision Reporting Form. Ms. Revada had submitted a Provisional Licensee Supervision Plan and Agreement to the Board for approval during the February 18, 2011 Board meeting. The Board denied this request based on the fact that Dr. Thompson was not a Board approved supervisor. Ms. Revada submitted a Quarterly Report for review that was under the supervision of Dr. Thompson before she was approved to supervise and this was the issue called into question. Dr. Thompson explained that she was unaware she had not been approved to supervise based on previous Board determinations to supervise other licensees in 2008. When Dr. Thompson was apprised of this, she took the appropriate steps to rectify the matter. During the March 18, 2011 Board meeting Dr. Thompson was given Supervisor Status by the Board and now Ms. Revada is appropriately supervised. During the time called to question, Dr. Thompson advised the Board that Ms. Revada was also under the supervision of other professionals in the mental health related field. Dr. Souheaver informed Dr. Thompson, the Board does not want to give the impression the Arkansas Psychology Board is giving the approval for an applicant or licensee to ever be supervised by any other profession than a Board approved supervisor. There was no need to vote on this matter.

Ms. Amy Spicer was requested to appear before the Board to explain discretions on her Quarterly Supervision Reporting form and the arrangements she had on her approved Provisional Licensee Supervision Plan and Agreement. The Quarterly Supervision Reporting Form did not report the activity on her approved Provisional Licensee Supervision Plan. Dr. Jayne Bellando appeared as well to help clarify the matter. During the January 21, 2011 Oral Exam, it was called to the attention of the Board that Ms. Spicer and Dr. Bellando were meeting less frequently than what is the minimum standard as required by the Rules and Regulations, Section 6.3. as well as what was outlined in the agreed Provisional Licensee Supervision Plan. Dr. Bellando stated that once this was made clear to her, she and Ms. Spicer have since corrected the issue and are following the Rules and Regulations. Dr. Souheaver moved to approve her Provisional Licensee Supervision Plan and Agreement effective February 2011, as well as allow her to sit for the Oral Examination in January 2012. Dr. McNeir seconded the motion. The motion passed unanimously.

NEW BUSINESS

Personnel Committee Report/Executive Session

Dr. Souheaver moved to recess for an executive session at 11:00 AM to discuss personnel issues. Dr. Harbin seconded the motion. The motion passed unanimously.

Reconvene

The Board reconvened at 11:30 AM. Based on the executive session the Board made the following fully seconded motions: (Ms. Glenn abstained from voting on nos. 1-3)

1. Mr. Ammel will now make \$150.00 per hour as the Board Complaint Committee Investigator.
2. Ms. Pauley, the Executive Director will amend the budget in the Fall of 2011 to accommodate for Mr. Ammel's hourly rate.
3. The Board will retroact Mr. Ammel invoices from January 1, 2011 to present to account for his new salary, contingent on the budget allowance.
4. The Board will vacate the Administrative Specialist III position and promote Ms. Kuta to the Licensing Coordinator position effective immediately.

Recess/Reconvene

The Board recessed at 11:40 AM and reconvened at 11:55 AM.

Treasurer's Report

Ms. Glenn reported to the Board the FY 2012 Budget has been approved and we still have money in our account through the end of the year. Additionally, we received information that we are in compliance with the auditor regarding checks for FY 10 and FY 11 budget.

Ms. Glenn also informed the Board that the staff discovered some checks and credit card receipts that were not deposited into the Board checking account but were posted into the database which date back to 2009. Dr. Souheaver made a motion to contact the auditor and inform the Board's contact as to the discovery and request advice.

Finally, Ms. Glenn reported that closing books and checks are all balanced.

Director's Report

Ms. Pauley reported to the Board about the problems the staff has been encountering with GL Solutions as to verifications and renewals are concerned and requested to research the possibility of implementing a new database, such as File Maker Pro. Ms. Pauley

informed the Board that the startup cost would be approximately \$10,000.00 and the Staff would be responsible for maintaining the database. Dr. Harbin made a motion to approve Ms. Pauley to research File Maker Pro and report back to the Board at the July 2011 Board meeting. Dr. McNeir seconded the motion. The motion passed unanimously.

Ms. Pauley reported to the Board that 30% of Psychologists have yet to renew their license and 39% of Psychological Examiners have yet to renew their licenses as of June 17, 2011. These numbers are commiserate with last years' numbers.

Board Business

Dr. Jerry Cunningham's Psychologist Application was brought to the full Board for review. Upon review of his file, Dr. Souheaver made a motion that since it is unclear if his internship meets the criterion of the Rules, e.g. Rules 5.4. F. 2 (c) and 5.4.F. 2 (f), of the Arkansas Psychology Board Rules and Regulations and to provide documentation to the Board indicating that The Heart of America Psychology Training Consortium meets these criterion, as well all the other Rules that apply to this internship found at Rule 5.4 (see enclosure) and licensure requirements as a Psychologist in the State of Arkansas. Additionally, the Board had questions about documenting the credentials of the Supervisors at this facility and the populations served during training. If Dr. Cunningham would like to appear and explain his training while in this internship, the Board extends an invitation for him to do so at the July 15, 2011 Board meeting. Dr. Harbin seconded the motion. The motion passed unanimously.

Recess/Reconvene

The Board recessed for lunch at 12:45 PM and reconvened at 1:45 PM to conduct Board business.

Board Business

Mr. Gabriel Black submitted a Provisional Licensee Supervision Plan and Agreement to the Board for approval with Dr. Swender as his primary supervisor. Dr. Harbin moved to reject based on the inconsistencies between the Statements of Intent. Mr. Black has Psychoeducational Assessments on his Statement of Intent and Dr. Swender does not have it on his Statement of Intent but it is listed on the Provisional Licensee Supervision Plan. Dr. Souheaver seconded the motion. The motion passed unanimously.

Mr. Shannon Clark submitted a Provisional Licensee Supervision Plan and Agreement with Dr. Garrett Andrews as his primary supervisor to the Board for approval. Dr. McNeir moved to deny the request based on insufficient hours of supervision listed on the supervision plan. Additionally, the area of Projective Personality Assessments are not listed on Dr. Andrews' Statement of Intent but are listed on the Supervision Plan.

Dr. Christina Duncan submitted a request to the Board for Supervisor Status with the appropriate cover letter and three references. Dr. Souheaver made a motion to approve the request. Dr. Fuendeling seconded the motion. The motion passed unanimously.

Ms. Stephanie Graves submitted the appropriate documentation upon completion of the required 3000 hours of supervision toward independent status. Dr. Harbin made a motion to approve the request. Dr. Souheaver seconded the motion. The motion passed unanimously.

Ms. Jennifer Hennessey submitted a Licensee Supervision Plan and Agreement with Dr. Sheila Smith as her primary supervisor to the Board for approval. Dr. Souheaver made a motion to approve the request. Dr. McNeir seconded the motion. The motion passed unanimously.

Mr. Timothy Hughes submitted a Provisional Licensee Supervision Plan and Agreement with Dr. Richard Back as his primary supervisor to the Board for approval. Dr. Fuendeling moved to approve the request. Dr. Harbin seconded the motion. The motion passed unanimously.

Ms. Sarah Jones submitted the appropriate documentation upon completion of the required 3000 hours of supervision toward independent status. Dr. Harbin made a motion to approve the request. Dr. Souheaver seconded the motion. The motion passed unanimously.

Dr. McChristian submitted a request to the Board for Supervisor Status with the appropriate cover letter and three references. Dr. Souheaver made a motion to approve the request. Dr. Fuendeling seconded the motion. The motion passed unanimously.

Ms. Amanda McCorkindale submitted a Provisional Licensee Supervision Plan and Agreement with Dr. Rocky Liesman as her primary supervisor and Dr. Dixie Hueton as her secondary supervisor to the Board for review. Dr. McNeir moved to deny both requests due to the lack of information regarding the supervisors' credentials and information as to their ability to provide Neuropsychological Assessments. Additionally, the Board wants to know the credentials of the supervising Psychologists regarding the state in which they are licensed. Dr. Souheaver seconded the motion. The motion passed unanimously.

Ms. Jessica Miller submitted a request to extend her Provisional License due to personal reasons. Dr. Harbin moved to extend her Provisional Psychological Examiner license for another six months. Dr. McNeir seconded the motion. The motion passed unanimously.

Ms. Kim Rand submitted paperwork to have her license removed from "Involuntary Status" to "Active Status". Ms. Rand submitted the appropriate documentation of the previous years CEU credits and a check in the amount of the licensing fee. Dr. Souheaver made a motion to approve the request. Dr. Fuendeling seconded the motion. The motion passed unanimously.

Ms. Heather Rhodes submitted a Provisional Licensee Supervision Plan and Agreement with Dr. Richard Back as her primary supervisor to the Board for approval. Dr. Fuendeling moved to approve the request. Dr. Harbin seconded the motion. The motion passed unanimously.

Dr. Varghese submitted a request to the Board to extend her Provisional License as a Psychologist through May 2013 in order to complete her post doctoral experience and take and pass the EPPP while working full time as a research assistant at the University of Central Arkansas. Dr. Souheaver made a motion to approve her request. Dr. Harbin seconded the motion. The motion passed unanimously. Dr. McNeir abstained.

Adjourn

Dr. Harbin made a motion for the Board to adjourn. Mr. Hoggard seconded the motion. The motion passed unanimously. The Board adjourned at 2:30 PM.