

Minutes
Arkansas Psychology Board
101 East Capitol, Suite 415
Board Meeting via Teleconference
December 11, 2009

CALL TO ORDER

The meeting was called to order by the Chair of the Board, Dr. Joe Alford at 9:00 AM.

ROLL CALL

Board Members present: Dr. Joe Alford, Christopher "Skip" Hoggard

Board Members present via teleconference: Dr. Edward Kleitsch, Ms. Elizabeth Glenn, Ms. Gloria Gordon, and Dr. Judd Harbin.

The Board excused: Ms. Rosalyn Watts, Dr. Russ Dixon, Dr. Jim Fuendeling absences due to personal reasons.

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

MEETING AGENDA

Dr. Alford presented the agenda. Dr. moved to approve the agenda. Dr. Kleitsch seconded the motion. The motion passed unanimously.

MINUTES

Dr. Alford presented the November 16, 2009 minutes. Ms. Glenn made a motion to approve the minutes, pending the correction of a few grammatical errors and she would notify staff of the necessary corrections. Ms. Gordon seconded the motion. The motion passed unanimously.

COMPLAINT COMMITTEE REPORT

The complaint committee moved to change the time of meetings to 9:00 am before the Board meeting each month.

The Complaint Committee had the following items to discuss after the Board Meeting:

Complaint #C-09-05 Action: The Committee advised to send out the letter to the respondent.

NEW BUSINESS

Executive Director Report

News Letter Articles: Mr. Skip Hoggard will submit a biography for the news letter. Ms. Gloria Gordon and Judd Harbin will each revise and resubmit their biographies for the staff to include in the newsletter.

The Board decided articles for the newsletter are not necessary to go before the Board for approval.

Dr. Joe Alford may write an article addressing the issues of online educational programs for the newsletter.

ELECTION OF NEW BOARD OFFICERS

Chair: Dr. Kleitsch was unanimously elected as Chair of the Board.

Treasurer: Dr. Judd Harbin moved to nominate Ms. Elizabeth Glenn and Dr. Ed Kleitsch seconded the motion. Ms. Glenn was unanimously elected the new treasurer.

Secretary: Dr. Judd Harbin moved to nominate Dr. Jim Fuendeling as Secretary and Ms. Elizabeth Glenn seconded the motion. The motion passed unanimously.

Complaint Representative: Dr. Judd Harbin nominated Dr. Ed Kleitsch and Mr. Skip Hoggard seconded the motion. The motion passed unanimously.

Mr. Jim Ammel expressed what a great pleasure it has been to work with Dr. Joe Alford as the President of the Board and the Complaint Committee Representative of the Board and how he will be greatly missed.

Dr. Joe Alford also expressed what a pleasure it has been to work with such attorney and how fortunate we are to have such great legal representation on our Board with Ms. Amy Ford and Mr. Jim Ammel.

STATEMENT OF INTENT REVISIONS

Dr. Jan Church submitted a revised Statement of Intent to include the populations of Sexual/Physical Abuse Victims and Sexual/Physical Abuse Offenders for populations served. Dr. Joe Alford moved to grant the motion and Ms. Elizabeth Glenn seconded the motion. The motion passed unanimously.

REQUEST TO BEGIN ACCRUING 3000 HOURS TOWARD INDEPENDENT STATUS

Ms. Sarah Maestri submitted a requested asking permission to begin accruing 3000 hours towards Independent Status. Ms. Elizabeth Glenn moved to grant the request and Dr. Judd Harbin seconded the motion. The motion passed unanimously.

LICENSED PSYCHOLOGICAL EXAMINERS SUPERVISION PLAN and/or SUPERVISOR CHANGES

Ms. Jennifer Rushing submitted a new Licensed Supervision Agreement/Plan with Dr. Harry Bishop as her supervisor. Ms. Elizabeth Glenn moved to grant the request and Dr. Ed Kleitsch seconded the motion. The motion passed unanimously.

PROVISIONAL LICENSEE SUPERVISION PLAN and/or SUPERVISOR CHANGES

Mr. John Phillips submitted a Provisional Licensee Supervision Agreement/Plan. Due to many inconsistencies between his Statement of Intent and his Licensee Supervision Plan/Agreement his request was denied. Dr. Harbin moved to deny the request and have Mr. Phillips make the corrections to these forms and resubmit these forms for determination. Dr. Kleitsch seconded the motion. The motion passed unanimously.

REMEDIATION FOR LICENSURE

Dr. Kim Dielmann submitted documentation indicating she has completed the remediation requirement for interpreting Minnesota Multiphasic Personality Inventories-2 (MMPI-2). Mr. Skip Hoggard moved to grant the request and Dr. Ed Kleitsch seconded the motion. The motion passed unanimously. Dr. Dielmann is fully licensed without restrictions.

QUESTION FROM BOARD MEMBER REGARDING AUDIT FINDINGS

Ms. Glenn requested clarification about the notice dated December 14, 2009 from the Legislative Joint Auditing Committee. She stated that she was concerned about the findings. Ms. Pauley reported that, according to the finding from the Audit, which was conducted from the last week of June 2009 until the end of the first week of July 2009, indicated that the Board does not have enough employees to provide sufficient segregation of duties. In addition, the Board received a verbal warning because documentation related to the merit pay for the previous employees was not in the Board office, the appearance of unauthorized pay raises by the previous employees, and poor bookkeeping on some financial transactions. She stated that, due to this, the Auditor requested to see current documentation related to the financial transactions of the Board. Ms. Pauley provided her with detailed copies of the deposits, vendor files, checking account reconciliation statements, and signed documentation indicating that a Board member is receiving copies of all of the financial reports from the State. In addition, Ms. Pauley reminded Dr. Alford to submit a copy of her merit evaluation from June 2009 to the Board office.

NEW 2010 BOARD MEETING CALENDAR

The Board decided to keep the scheduled Board Meetings on the third (3rd) Friday of each calendar month with the exception of June 2010 which will not hold a Board Meeting.

ADJOURNMENT

Ms. Glenn moved to adjourn. Dr. Kleitsch seconded the motion. The motion passed unanimously. The Board adjourned at 9:50 AM.