

[] Minutes
Arkansas Psychology Board
101 East Capitol, Suite 415
Board Meeting
April 18, 2014

CALL TO ORDER

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

ROLL CALL

Board Members present: Ms. Dixie Bryson, Dr. Joyce Fowler, Mr. Skip Hoggard, Dr. Edward Kleitsch, Dr. Lisa McNeir, Dr. Jawaha Mehta, Dr. Kevin Reeder, and Dr. Gary Souheaver.

Staff Members present: Mr. James Ammel, Ms. Amy Ford, and Ms. Maggie Sponer.

APPROVAL OF AGENDA

Dr. Souheaver made a motion to approve the agenda. Dr. McNeir seconded the motion. The motion passed unanimously.

APPROVAL OF PAST MINUTES

Mr. Hoggard made a motion to approve the March 21, 2014 Board Meeting Minutes after grammatical corrections. Ms. Bryson seconded the motion. The motion passed unanimously.

REPORT FROM THE COMPLAINT COMMITTEE

12-08 [Rec'd 08-07-12]
UPDATE

SUBSEQUENT TO MEETINGS ADVISORY

Although Respondent's extended deadline to respond to our Consent Order settlement provisions was April 30th, that licensee contacted this Investigator on May 1st to report that he had just been released from the hospital (at least a month's duration) and would be mailing his handwritten response ASAP. I, as the Board's Investigator, authorized that minor additional extension. Therefore, beyond a doubt, a potential hearing in this matter will not occur during the May Board meeting. Board Members should continue to keep the June and July Board meeting dates available for a potential hearing herein.

13-03 [Rec'd 05/20/13] Leslie Blanchard, Ph.D.

ADVISORY UPDATE

With the Consent Order herein being effectuated, it now remains the Board's responsibility that the terms and conditions of that Consent Order are complied with in all regards in a timely manner.

NEW BUSINESS

Personnel Committee

Dr. Souheaver notified the Board that the Personnel Committee had no meeting this month; however, there will be a brief discussion later in the Board Meeting regarding the hiring of an Executive Director.

Treasurer's Report

Mr. Hoggard, along with Ms. Melanie Hazeslip from Department of Finance and Administration (DFA), informed the Board that appropriations had been approved to cover the remainder of this fiscal year. Ms. Hazeslip passed out a list of past due invoice totaling \$ 35,000. Ms. Hazeslip explained to the Board that one invoice is too extensive for the Board to handle, so this outstanding invoice will be sent to the Claims Commission to be handled accordingly. Ms. Hazeslip notified the Board that \$ 50,000 had been transferred to the Treasury to cover any additional expenses and the Money Management Trust Fund was at \$ 181,264.

Ms. Hazeslip notified the Board that monthly reports from AASIS (Arkansas Administrative Statewide Information System) should be reviewed every month, based upon entries made. In addition, a monthly warrant list needs to be reviewed that indicates all the payments that have been made over the past month. This way the Board can monitor what bills are being paid and on how timely things are being processed in the Board office.

Mr. Keith Tartar, the Board's Budget Analyst, explained to the Board the Business Warehouse (BW) report that should be reviewed each month. Mr. Tartar indicated that if the BW report does not indicate expenditures, then that is a sign that no bills are being paid. Mr. Tartar indicated that the Board is not operating in a deficit.

Ms. Hazeslip reported to the Board that the minimum qualification for the Executive Director position consists of a Doctorate in Psychology at a class code C115. Ms. Hazeslip notified the Board that entry level for a class code C115 was about \$ 29,000 per year. Ms. Hazeslip recommended that the Board consider changing their minimum qualifications. Ms. Hazeslip explained to the Board that they have three options regarding the Executive Director's position.

1. The Board can leave the minimum qualifications as they are and hope that someone will apply, OR

2. The Board can leave the Interim Executive Director in the current position, leave the minimum qualifications, and then go before legislature to try and receive a higher grade scale, OR
3. The Department of Finance and Administration can assist the Board in getting the minimum qualifications changed to a Bachelor's Degree in some form of Business. All DFA needs is to have Board approval in the Board meeting minutes in order to expedite this course of action. In addition, the Board can propose a higher grade scale at the next legislative session if they so choose.

Dr. Souheaver made a motion to have DFA assist in getting the minimum qualifications of the Executive Director changed from a doctoral level to one that is better associated with duties of the Board office. Ms. Bryson seconded the motion. The motion passed unanimously.

Recess/Reconvene

The Board recessed for Oral Exams and lunch 10:55 AM.
The Board reconvened at 12:15 AM.

Board Business

Out of State Licensee Letter

Dr. Richard Rogers submitted a letter indicating that he will be in the State of Arkansas for three days to conduct an evaluation with the possibility of having to provide testimony. Dr. Souheaver made a motion to approve the request. Dr. McNeir seconded the motion. The motion passed unanimously.

Extension of Provisional License

Dr. Kaye Ramsey approached the Board to request a six month extension of her Provisional License due to the fact that she did not receive correspondence from the Board that her accommodations to take the Exam for Profession Practice in Psychology (EPPP) were approved. Mr. Hoggard made a motion to extend Dr. Ramsey's Provisional License until October 31, 2014 and to send a letter to Dr. Ramsey that her accommodations had been approved and she may now register to take the EPPP. Dr. Mehta seconded the motion. Dr. Souheaver voted against the motion. The motion passed.

Reactivation of Licensure

Mr. William Little submitted request to have his Psychological Examiner (LPE) license reactivated. Dr. Fowler made a motion to approve the request. Dr. McNeir seconded the motion. The motion passed unanimously.

Review of Supervision Documents

Dr. Wendy Ward submitted a revised Supervision Agreement and Plan, along with a revised Supervision Report Form for approval to make the process easier for her Post-Doc Interns and the Board staff. Currently, Dr. Ward's Interns have supervision from numerous Supervising Psychologists, due to the rotations at Children's Hospital. These forms will combine all the Supervising Psychologists at Children's Hospital to decrease on the amount of paperwork being processed. The Board made some recommendations about the form and tabled this to the May Board Meeting, where the revisions can be reviewed.

Statement of Intent Revision

Ms. Misty Juola submitted a revised Statement of Intent was reviewed at the April 18, 2014 Board Meeting. Dr. Souheaver made a motion to deny the request. Dr. Souheaver stated that the revision may be resubmitted once additional documentation and/or letter indicating what type of training and/or education Ms. Juola has in the areas of Family Therapy and Diagnostic Interviewing. Mr. Hoggard seconded the motion. The motion passed unanimously.

Mr. Chad Parsons submitted a revised Statement of Intent, indicating Group Therapy as an area of practice and Geriatrics as a population to serve. In addition, Mr. Parsons submitted a Supervision Agreement and Plan with Dr. Connie Venhaus as his Primary Supervisor. Dr. Souheaver made a motion to deny the requests based on the fact that Mr. Parsons did not provide information or documentation regarding training and/or education in the area of Group Therapy and the population of Geriatrics. Dr. McNeir seconded the motion. The motion passed unanimously.

Ms. Melanie Rivers submitted a revised Statement of Intent indicating that she can provide Psychoeducational Assessments independently, along with a Supervision Agreement and Plan, indicating Dr. Carl Reddig as her New Primary Supervisor. Dr. McNeir made a motion to approve the request. Dr. Souheaver seconded the motion. The motion passed unanimously.

Ms. Maureen Ryan-McGehee submitted a revised Statement of Intent indicating Geriatrics as a population to serve. Mr. Hoggard made a motion to deny the request and have Ms. Ryan-McGehee provide additional clarification and/or documentation on the type of training she received in the areas that she is requesting to add to her Statement of Intent. Dr. Souheaver seconded the motion. The motion passed unanimously.

Supervision Agreement and Plan

Ms. Donna Robertson submitted a Supervision Agreement and Plan indicating Dr. Heidi Thompson as her New Primary Supervisor. Dr. Souheaver made a motion to approve the request. Mr. Hoggard seconded the motion. Dr. McNeir abstained. The motion passed.

Ms. Maureen Skinner submitted a Supervision Agreement and Plan indicating Dr. Kenneth Counts as her New Primary Supervisor. Dr. Souheaver made a motion to approve the request. Dr. McNeir seconded the motion. The motion passed unanimously.

Recess/Reconvene

The Board recessed for Credential Reviews and Quarterly Reports 2:10 PM.
The Board reconvened at 2:25 PM.

CREDENTIAL REVIEW

Dr. John Wyma's credentials were presented to the Board as an Applicant Senior Psychologist. The Credential Review Committee made a fully seconded motion to approve Dr. Wyma's credentials, granting him Provisional Licensure and admitting him to the next available Oral Exam.

QUARTERLY REPORTS

The Credential Review Committee made a fully seconded motion to approve the following Quarterly Report forms:

1. Dr. Liz Bucolo's Monthly Reports for the period of December 18, 2013 – March 18, 2014.
2. Dr. Roger Erickson's Quarterly Reports for the period of September 1, 2013 – December 1, 2013.
3. Dr. Angela Perea's Quarterly Reports for the period of December 15, 2013 – March 14, 2014.
4. Dr. Kathy White's Quarterly Reports for the period of December 22, 2013 – March 22, 2014.

ADJOURN

Dr. Souheaver made a motion to adjourn. Dr. McNeir seconded the motion. The motion passed unanimously. The Board adjourned at 2:30 PM.