

**Minutes**  
**Arkansas Psychology Board**  
**101 East Capitol, Suite 415**  
**Board Meeting**  
**August 17, 2012**

**CALL TO ORDER**

The Arkansas Psychology Board meeting was called to order by the Secretary, Dr. Jim Fuendeling, at 10:40 AM.

**ROLL CALL**

Board Members present: Dr. James Fuendeling, Ms. Elizabeth Glenn, Ms. Gloria Gordon, Dr. Judd Harbin, and Dr. Gary Souheaver.

Board Members excused: Mr. Christopher Hoggard, Dr. Ed Kleitsch, and Dr. Lisa McNeir.

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

**APPROVAL OF AGENDA**

Dr. Fuendeling presented the agenda to the Board. Dr. Souheaver made a motion to approve the additions to the Agenda. Dr. Harbin seconded the motion. The motion passed unanimously.

**APPROVAL OF PAST MINUTES**

Dr. Souheaver made a motion to approve the July 20, 2012 Board Meeting Minutes after corrections. Ms. Glenn seconded the motion. The motion passed unanimously.

**REPORT FROM THE COMPLAINT COMMITTEE**

**C-12-07 [Rec'd 06/15/12] ACTION ITEM**

**COMPLAINANT:** The Board's Screening Committee initiated this complaint against a supervising psychologist subsequent to receipt of five (5) quarterly supervision reports all signed in April 2012 but dating back to January 2011. None of the reports showed sufficient hours needed to fulfill the obligation of 1 hour weekly face-to-face sessions required due to the provisional status of the examiner-applicant supervisee.

**RESPONDENT:** Psychologist who, according to the approved Supervision Agreement and Plan, was to provide 1 hour of weekly face-to-face supervision

beginning in January 2011 and which supervision was terminated on May 14, 2012.

**STATUS/RECOMMENDATION:** The supervising psychologist Respondent admitted not realizing that supervision reports pertaining to provisionally-licensed examiner applicants needed to be submitted on a timely, quarterly basis. The supervision log supplied by the Respondent confirmed that insufficient hours of supervision were supplied in each of five (5) quarters beginning in January 2011 and continuing onward through the quarter ending 3/31/12. Inasmuch as these established facts unequivocally confirm violation of several supervision rules in the Board's regulations, the Screening Committee recommended that a Consent Order resolution proposal be attempted. The terms of that proposed resolution would be admission of the violations, a letter of reprimand, a fine of \$500 to cover the costs of the investigation into this matter, cooperation in a corollary complaint initiated against the supervisee, and advisement that any future violation of supervision provisions could result in revocation of the supervisor status of Respondent. As the Board found that resolution proposal acceptable, it has been issued to the Respondent on August 20th and a response is pending.

Un#d [Rec'd 08/06/12] ADVISORY ITEM

**COMPLAINANT:** A mother involved in custody litigation alleged that a psychologist had violated the APA ethical Standard pertaining to multiple relationships in sendees that were provided. An abstract of the psychologist's testimony was supplied by the complainant, and she confirmed that no other services, such as therapy, were provided, which fact was corroborated by the court abstract.

**RESPONDENT:** A psychologist who performed a sexual abuse evaluation and later a custody evaluation with the minor child and then testified as to APB Complaint Investigation Report for August 2012 findings and opinions.

**STATUS:** As the undisputed facts established that the potential Respondent had not engaged in prohibited multiple relationships, the Screening Committee administratively dismissed the complaint without opening an official complaint file or soliciting a response from the psychologist. Complainant was advised by phone and letter regarding the lack of violation and the resulting dismissal of the case.

## **OLD BUSINESS**

### **Completion of 3,000 hours toward Independent Status/ Statement of Intent to reflect Independent Status**

Ms. Mandy Easton submitted Licensee Supervision Completion PE – Independent Practice forms with Dr. Jayne Bellando, Dr. Larry Evans, Dr. Wendy Ward, and Dr. Janine Watson. In addition, Ms. Easton submitted a corrected Statement of Intent PE – Independent. Dr. Harbin made a motion to approve the request. Dr. Souheaver seconded the motion. The motion passed unanimously.

Ms. Adrienne Reeves submitted a corrected Statement of Intent PE – Independent removing Couples/Marital Therapy, as a service to be provided Independently, Projective Test, Hypnosis, Biofeedback, and Neuropsychological Assessments, as areas of service to be provided under supervision. Ms. Glenn made a motion to approve the request. Dr. Harbin seconded the motion. The motion passed unanimously.

Ms. Kathy White submitted a corrected Statement of Intent PE – Independent removing Neuropsychology and Projective Tests, as services to be provided under supervision. Dr. Souheaver made a motion to deny the request based on the fact that the Board requires all documents being submitted for consideration be legible, signed, original forms without corrections. Ms. Gordon seconded the motion. The motion passed unanimously.

### **Provisional Licensee Supervision Agreement and Plan**

Ms. Tiffanie Bufford submitted a revised Supervision Agreement and Plan, indicating Dr. Brad Williams as her New Primary Supervisor. Dr. Souheaver made a motion to approve the request. Ms. Glenn seconded the motion. The motion passed unanimously.

Ms. Jennifer Downey submitted Supervision Agreements and Plans with Dr. Jayne Bellando, as her Primary Supervisor, and Dr. Jeffrey Snow, as her Secondary Supervisor. In addition, Ms. Downey submitted a revised Statement of Intent, removing Developmental Testing and adding Neuropsychology. Dr. Souheaver made a motion to deny the request based on the fact that Ms. Downey did not provide documentation of coursework and/or training in the area of Neuropsychology. Dr. Harbin seconded the motion. The motion passed unanimously.

Ms. Wendy Newsam submitted a Supervision Agreement and Plan, indicating Dr. Janice Dean as her New Primary Supervisor. Dr. Souheaver made a motion to approve the request. Dr. Harbin seconded the motion. The motion passed unanimously.

Ms. Allison Patton submitted a revised Statement of Intent, adding Diagnostic Interviewing. In addition, Ms. Patton submitted a Supervision Agreement and Plan, indicating Dr. Susan Sobel as her Primary Supervisor. Ms. Glenn made a motion to approve the request. Dr. Souheaver seconded the motion. The motion passed unanimously.

Ms. Kathy White submitted a revised Supervision Agreement and Plan, indicating Dr. David Margolis as her Primary Supervisor. Ms. Glenn made a motion to approve the request and to notify Ms. White that she will need to have a secondary supervisor prior to performing any Projective Testing. Dr. Harbin seconded the motion. The motion passed unanimously.

### **Quarterly Reports**

Dr. Courtney Rocho appeared before the Board, along with her Supervising Psychologist Dr. Mark Peacock, to explain the submittal of her Quarterly Reports. Dr. Rocho explained to the Board that she had been receiving supervision, first under Dr. Alford and now under Dr. Peacock. However, due to inconsistencies with her Supervision Agreement and Plan and inconsistencies in her Statement of Intent and Dr. Peacock's Statement of Intent, the Supervision Agreement and Plan had not been approved until June 2012. Dr. Rocho advised that she had completed her Post-Doc and needed to sit for the EPPP. The Board advised that since she has completed her Post-Doc, and if she is still providing services, then she will need to continue with supervision. The Board thanked Dr. Rocho and Dr. Peacock for coming into the Board office to explain the Quarterly Reports.

### **Revised Statement of Intent/Supervision Agreement and Plan**

Ms. Amy Roberts submitted a revised Statement of Intent. In addition, Ms Roberts submitted a Supervision Agreement and Plan indicating Dr. Jayne Bellando as her Primary Supervisor. Ms. Glenn made a motion to approve the request. Dr. Harbin seconded the motion. The motion passed unanimously.

## **NEW BUSINESS**

### **Personnel Committee**

Dr. Souheaver informed the Board that he and Ms. Pauley met with Kay Terry at the Office of Personnel Management (OPM) earlier this week to discuss the increase in the Executive Director's pay. Originally, Ms. Pauley was informed that she could include the pay increase in the budget or submit a letter, from the Chair of the Board, requesting the pay increase to be handled administratively. Ms. Terry notified Dr. Souheaver and Ms. Pauley that the letter submitted was denied due to the fact that a \$5,000 increase would exceed the cap amount for this position. Ms. Terry recommended that Ms. Pauley submit a request to upgrade her position. Ms. Terry stated that the budget was approved on the previous Wednesday. However, Ms. Terry advised that if she could receive the upgrade request by the following week then she could hold the submittal of the budget. This request would upgrade the Executive Director's classification and allow for the \$5,000 raise increase.

### **Treasurer's Report**

Ms. Glenn informed the Board that she had come into the Board office to sign checks earlier in the month. Ms. Glenn stated that all bills are current.

### **Director's Report**

Ms. Pauley informed the Board that the IT Plan had been approved.

Ms. Pauley notified the Board that the Board office had stains on the ceiling tiles. Ms. Pauley reported the stains to maintenance. Later that week, maintenance workers came into the Board office to locate the source of the stains. They indicated that the air conditioning drip pan was full and overflowing, and the hot water shut off valve was leaking, causing mold to form on the ceiling tiles. Maintenance replaced the stained ceiling tiles and repaired the leaks.

Ms. Pauley stated several Questionnaires were found while filing the last two drawers of historical boxes from the basement. Ms. Pauley asked the Board if these documents should be kept for record or if they need to be shredded. The Board advised Ms. Pauley to have these documents shredded.

### **Recess/Reconvene**

The Board recessed at 11:55am.

The Board reconvened at 12:10pm.

Ms. Pauley handed out an e-mail from Michael Jones, a licensed Professional Counselor, regarding "online training ethics and practices of technology-assisted counseling". Mr. Jones advised the Board that he is interested in creating an online training program for the Arkansas Psychology Board. Dr. Souheaver made a motion to send Mr. Jones a letter stating that the Board was thankful for his letter. However, the Board does not pre-approve training programs. Dr. Harbin seconded the motion. The motion passed unanimously.

Finally, Ms. Pauley requested approval of the Risk Assessment Report, after amending page 2 in the Actions to Manage Risks/Control Activities to state the "Board requires" instead of the "State Law requires". Ms. Pauley stated that we are to go live, sometime next week, with the Consent Orders and the change in the Calendar view on the website. Dr. Harbin questioned the notification process. Ms. Pauley advised that she will email all of the Associations a copy of the Consent Orders so that the Associations may make a public notice. Ms. Ford advised that the full Board would need to vote to allow Disciplinary Actions to be sent to the Associations. Dr. Souheaver made a motion to accept the Risk Assessment Report and table the discussion regarding sanctions to the next Board Meeting. Ms. Glenn seconded both motions. The motion passed unanimously.

## **Board Business**

### **Begin Accruing 3,000 hours towards Independent Status**

Mr. Nicholas Mitrani submitted a revised Statement of Intent to reflect the updated form. In addition, Mr. Mitrani submitted a request to begin accruing 3,000 hours towards Independent Status, indicating Dr. Janice Church as his New Primary Supervisor. Ms. Glenn made a motion to approve both requests. Ms. Gordon seconded the motion. Dr. Harbin opposed the motion. The motion passed.

Mr. Chad Parsons submitted a request to begin accruing 3,000 hours towards Independent Status, indicating Dr. Harry Bishop as his New Primary Supervisor. Dr. Souheaver made a motion to deny the request based on the fact that Mr. Parsons indicated Consultation as an area of practice on his Supervision Agreement and Plan. However, Consultation was not indicated on Mr. Parsons' Statement of Intent. Ms. Glenn seconded the motion. The motion passed unanimously.

### **Completion of 3,000 hours towards Independent Status**

Mr. Ronnie Goff submitted a Licensee Supervision Completion – PE Independent Practice form. In addition, Mr. Goff submitted a revised Statement of Intent to reflect Independent Status, for consideration by the Board. Dr. Souheaver made a motion to approve the request. Ms. Glenn seconded the motion. The motion passed unanimously.

Ms. Melissa Long submitted her Licensee Supervision Completion – PE Independent Practice form, for consideration by the Board. Ms. Glenn made a motion to deny the request based on the fact that Ms. Long did not turn in her Statement of Intent PE – Independent Practice, and the total number of supervised hours did not equal 3,000 hours. Dr. Souheaver seconded the motion. The motion passed unanimously.

Ms. Michelle Messer submitted a Licensee Supervision Completion – PE Independent Practice form. In addition, Ms. Messer submitted a revised Statement of Intent to reflect Independent Status, for consideration by the Board. Dr. Souheaver made a motion to approve the request. Dr. Harbin seconded the motion. The motion passed unanimously.

### **Provisional License Supervision Agreement and Plan**

Mr. William James submitted a Supervision Agreement and Plan, indicating Dr. Joe Alford as his New Primary Supervisor. Mr. James is requesting supervision for one hour per week through video/teleconference. Dr. Souheaver made a motion to deny the request. Dr. Harbin seconded the motion. Ms. Glenn opposed the motion. The motion passed.

Ms. Beverly Rackley submitted a Supervision Agreement and Plan, indicating Dr. John D. Hall as her New Primary Supervisor. Due to distance and travel time, Ms. Rackley is requesting to meet with Dr. Hall individually, every other week for two hours. Ms. Glenn made a motion to approve the request. Dr. Harbin seconded the motion. Dr. Souheaver opposed the motion. The motion passed.

Ms. Heather Rhodes submitted a Supervision Agreement and Plan, indicating Dr. Richard Moore as her Primary Supervisor. Dr. Souheaver made a motion to approve the request. Ms. Glenn seconded the motion. The motion passed unanimously.

Mr. Daniel Wysocki submitted a Supervision Agreement and Plan, indicating Dr. Daniel Gilchrist as his New Primary Supervisor. Ms. Glenn made a motion to approve the request. Dr. Harbin seconded the motion. The motion passed unanimously.

### **Request to Reactivate License**

Dr. Kelly Pizzitola Jarratt submitted a letter to the Board requesting that her license be reinstated to Active status. In addition, Dr. Jarratt submitted documentation that she had completed the CEU requirements. Ms. Glenn made a motion to approve the request. Dr. Harbin seconded the motion. The motion passed unanimously.

Dr. Andrea Todd submitted a letter to the Board requesting that her license be reinstated to Active status. In addition, Dr. Todd submitted documentation that she had completed the CEU requirements. Ms. Glenn made a motion to approve the request. Dr. Souheaver seconded the motion. The motion passed unanimously.

### **Statement of Intent Revisions**

Dr. Glenn Adams submitted a revised Statement of Intent, adding Forensic Evaluations as an area of practice. Dr. Souheaver made a motion to approve the request. Ms. Glenn seconded the motion. The motion passed unanimously.

Dr. Denise Compton-Sparks submitted a revised Statement of Intent, adding Neuropsychology, once her Post-Doctoral residency in Neuropsychology is complete. Dr. Harbin made a motion to have Dr. Compton-Sparks resubmit her revised Statement of Intent, along with supporting documents, once she has completed her Post-Doc. Ms. Glenn seconded the motion. The motion passed unanimously.

Mr. James Derrick submitted a revised Statement of Intent, adding Individual, Group, Couple/Marital, and Family Therapy as areas of practice. Ms. Glenn made a motion to approve the request and advise Mr. Derrick to submit a Supervision Agreement and Plan for consideration. Ms. Gordon seconded the motion. The motion passed unanimously.

Dr. Andrea Shea Stillwell submitted a revised Statement of Intent to add Children as a population to serve. Dr. Souheaver made a motion to approve the request. Dr. Harbin seconded the motion. The motion passed unanimously.

### **Supervision Agreement and Plan**

Mr. David Boyd submitted a Supervision Agreement and Plan, indicating Dr. Connie Venhaus as his New Primary Supervisor. Ms. Glenn made a motion to approve the request. Dr. Souheaver seconded the motion. The motion passed unanimously.

Mr. Skip Hoggard submitted Supervision Agreements and Plans, indicating Dr. Karen Worley, as his New Primary Supervisor, and Dr. Wendy Ward, as his Secondary Supervisor, while accruing 3,000 hours towards Independent Practice. Dr. Souheaver made a motion to approve the request. Dr. Harbin seconded the motion. The motion passed unanimously.

### **Supervisory Status**

Dr. Francis Woods submitted her application for Supervisory Status along with three letters of reference, and a cover letter for consideration by the Board. Dr. Harbin made a motion to deny the request based on the fact that Dr. Woods provided no documentation of training and/or education in Supervision. Ms. Glenn seconded the motion. The motion passed unanimously.

### **Recess/Reconvene**

The Board recessed for lunch at 12:40pm.

The Board reconvened at 1:35pm.

### **CREDENTIAL REVIEWS**

1. Ms. Terri Albert, Ms. Holly Chambers, Mr. Collin Davies, and Ms. Meghan Matthews' credentials were presented to the Board for consideration as Applicant Examiner Provisional Licensees. The Credential Review Committee made a fully seconded motion to approve these credentials and grant Provisional Licensure. The motion passed unanimously.
2. Dr. Sarah Downing, Dr. Mindy Lester, and Dr. Joy Pemberton's credentials were presented to the Board for consideration as Applicant Psychologist Provisional Licensees. The Credential Review Committee made a fully seconded motion to approve these credentials and grant Provisional Licensure. The motion passed unanimously.
3. Mr. James Carpenter's credentials were presented to the Board for consideration as an Applicant Examiner Provisional Licensee. The Credential Review Committee made a fully seconded motion to deny the application based on the fact that Mr. Carpenter indicated Biofeedback on his Statement of Intent. Mr. Carpenter provided no documentation of education and/or training in Biofeedback. Mr. Carpenter's Statement of Intent needs to be revised to remove

Biofeedback OR provide documentation of education and/or training. The motion passed unanimously.

4. Ms. Tharwat Lovett's credentials were presented to the Board for consideration as an Applicant Examiner Provisional Licensee. The Credential Review Committee made a fully seconded motion to deny the application and have Ms. Lovett provide one more letter of reference for reconsideration. The motion passed unanimously.
5. Dr. Eva Windsor's credentials were presented to the Board for consideration as an Applicant Psychologist Provisional Licensee. The Credential Review Committee made a fully seconded motion to deny the application based on the fact that Dr. Windsor indicated Objective Personality Testing and Projective Tests on her Statement of Intent. Dr. Windsor provided no documentation of education and/or training in Objective Personality Testing and Projective Tests. Dr. Windsor's Statement of Intent needs to be revised to remove Objective Personality Testing and Projective Tests OR provide documentation of education and/or training. The motion passed unanimously.

#### **QUARTERLY REPORTS**

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

1. Ms. Alice Keener's Quarterly Report for the period of April 2012 - July 2012.
2. Ms. Allison Patton's Quarterly Report for the period of April 20, 2012 – July 20, 2012.
3. Ms. Cynthia Putnam's Quarterly Report for the period of March 31, 2012 – July 3, 2012.

The motion passed unanimously.

#### **ADJOURN**

Ms. Glenn made a motion to adjourn. Dr. Harbin seconded the motion. The motion passed unanimously. The Board adjourned at 2:35 PM.