



## **AR Psychology Board**

### **Minutes**

**Arkansas Psychology Board  
101 East Capitol, Suite 415  
Board Meeting  
January 17, 2020**

#### **CALL TO ORDER**

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

#### **ROLL CALL**

Board members present: Dr. Betty Everett, Dr. Lisa Fitzgibbons, Dr. Joyce Fowler, Ms. Marcia Fuller, Dr. Art Gillaspay and Dr. Edward Kleitsch.

Staff members present: Director Susan Cooper and Ms. Brandi Thompson.

Mr. Brad Nye was present as the Board's Attorney General's representative.

Dr. Fitzgibbons advised she would not attend the February 21, 2020 Board meeting.

#### **APPROVAL OF AGENDA**

Ms. Fuller made a motion to Approve the Oral Exam/Interview Request after CEU Inquiry on the agenda. Dr. Fowler seconded the motion. The motion passed unanimously.

#### **APPROVAL OF PAST MINUTES**

Dr. Fowler made a motion to approve the November 15, 2019 minutes as amended. Dr. Fitzgibbons seconded the motion. The motion passed unanimously.

Dr. Fowler made a motion to approve the November 15, 2019 Personnel minutes as amended. Dr. Gillaspay seconded the motion. The motion passed unanimously.

Dr. Gillaspay made a motion to approve the December 5, 2019 Teleconference minutes as amended. Ms. Fuller seconded the motion. The motion passed unanimously.

#### **REPORT FROM THE COMPLAINT COMMITTEE**

No report.

### **PERSONNEL COMMITTEE**

No personnel action taken on complaint, but forms will be modified as a result of the complaint. Dr. Fowler advised putting information about revised forms on the website, and to email licensees with links.

### **TREASURER'S REPORT**

Dr. Everett informed the board that the agency continues to operate within its budget. The monthly expenditure for December was \$10,403.18, revenue was \$8,271.14, and the cash investment balance was \$918,407.54. Dr. Fowler made a motion to accept. Ms. Fuller seconded the motion. The motion passed unanimously.

### **DIRECTOR'S REPORT**

Director Cooper reported the following:

1. The progress of the website developed by McMan State Solutions. She asked that we no longer take credit card numbers in the office for electronic payments. Dr. Fowler made a motion to accept credit card payments only via our online payment site, and to provide in-office users a device for this purpose. Dr. Fitzgibbons seconded the motion. The motion passed unanimously.
2. INA reimbursement of overcharges since 2015 of \$5,319.60 has been deposited.
3. The transition from working with DFA to the Arkansas Department of Health (ADH) has been made. This includes HR, procurement, banking, budgeting, accounting, travel, etc.
4. The ASPPB mid-year meeting will be held in Montreal April 23-26, 2020.
5. Completion of the Control Self-Assessment for ADH review.
6. The request from ADH to increase the appropriation for salary and benefits for PEER review in February.
7. Schedule shredding of the duplicate complaint files from the previous investigator and hard drives from old computers. Dr. Fowler made a motion to shred files and hard drives. Dr. Gillaspay seconded the motion. The motion passed unanimously.
8. Permission to purchase a comb binder for approximately \$412.00. Dr. Fowler made a motion to purchase. Dr. Fitzgibbons seconded the motion. The motion passed unanimously.
9. The board members' completion of Financial Interest Forms for 2019 before January 31, 2020.

### **NEW BUSINESS**

#### **CEU Inquiry**

Ms. Carmilya Wilson submitted an inquiry regarding the inability to complete her 2018-2019 CEUs by December 2019. Dr. Gillaspay made a motion to advise Ms. Wilson to apply for Voluntary Inactive status within 30-days or complete CEUs. The Board recommended that she attend Board meetings and/or contact ArPA, APA or any other

entities that provide credits. Ms. Fuller seconded the motion. The motion passed unanimously.

### **Completion of 3,000 hours**

Ms. Sheila Carter submitted her completion of 3,000 hours toward Licensed Psychological Examiner-Independent status, along with a Statement of Intent. Dr. Everett made a motion to grant Independent status. Dr. Fitzgibbons seconded the motion. The motion passed unanimously.

### **One-Time Consultation**

Dr. Patrick Cronin submitted a request to conduct evaluations for veterans in Arkansas once monthly. Dr. Fowler made a motion to advise: the request be submitted directly by the licensee; the location must specify if assessment will be conducted on Federal property; and the requirement that consultation can only be considered for one-time case consultation. Dr. Everett seconded the motion. The motion passed unanimously.

Dr. Harvey Jacobs submitted a request to conduct an evaluation in Arkansas in January 2020. Dr. Gillaspay made a motion to approve his request. Dr. Everett seconded the motion. The motion passed unanimously.

### **Oral Exam/Interview Request**

Dr. Jean Devenny submitted a request to sit for the January 17, 2020 Oral Exam/Interview. Dr. Fowler made a motion to approve her sitting for the exam/interview at the February 21, 2020 board meeting pending receipt and approval of her post-doctoral hours, quarterly, and annual reports. Dr. Gillaspay seconded the motion. The motion passed unanimously.

### **Renewal Inquiry**

Mr. James Allen submitted a request to waive late fees for the 2018-2019 and 2019-2020 renewal years. Dr. Fowler stated the Board has no authorization to waive late fees. She made a motion advising Mr. Allen to request voluntary inactive status, including late fees, or to provide documentation of CEUs within 30-days. If the terms have not been met his license will expire. Dr. Gillaspay seconded the motion. The motion passed unanimously.

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

Dr. Marian Smith submitted a Statement of Intent and Supervision Agreement and Plan to add Neuropsychology under the supervision of Dr. Mark Clark. Dr. Everett made a motion to approve her Statement of Intent and Supervision Agreement and Plan. Dr. Gillaspay seconded the motion. The motion passed unanimously.

The Board advised Dr. Clark to update his Statement of Intent using the APB's current form.

## **Supervision Agreement and Plan**

Dr. Tiffany Wierzbicki submitted a request to revise her Supervision Agreement and Plan adding Dr. Art Gillaspy as a secondary supervisor. Dr. Gillaspy recused himself. Dr. Everett made a motion to approve the SAP pending clarifying the supervisor for biofeedback. Ms. Fuller seconded the motion. The motion passed unanimously.

## **Supervisor Status**

Dr. Sacha McBain submitted an application form and documentation for Supervisory status. Dr. Gillaspy made a motion to approve the request. Ms. Fuller seconded the motion. The motion passed unanimously.

## **RECESS/RECONVENE**

The Board recessed at 12:02pm for lunch, credential reviews, oral exams and quarterly reports.

The Board reconvened at 2:13pm.

## **CREDENTIAL REVIEWS**

### **The Credential Review Committee denied the following credentials:**

Dr. Melinda Kaye Ramsey's credentials were submitted to the Board for consideration as an Applicant Psychologist-Provisional Licensee. The Credential Review Committee denied the application under Chapter 97 §17-97-302(G) and advised that Ms. Ramsey may not practice until further notice from the Board.

### **The Credential Review Committee made a fully seconded motion to approve the following credentials:**

1. Dr. Jane Booth submitted credentials for Ms. Jessica Berger to the Board for consideration as a Neuropsychological Technician.
2. Dr. Elissa Dougherty's credentials were submitted to the Board for consideration as an Applicant Psychologist-Provisional Licensee.
3. Dr. Christina Jeffrey's credentials were submitted to the Board for consideration as an Applicant Psychologist-Provisional Licensee.
4. Dr. Christina Pietz's credentials were submitted to the Board for consideration as an Applicant Senior Psychologist-Provisional Licensee.
5. Dr. Cheryl Smith's credentials were submitted to the Board for consideration as an Applicant National Register Psychologist-Provisional Licensee.

The motion passed unanimously.

### **QUARTERLY REPORTS**

**The Credential Review Committee made a fully seconded motion to approve the following Quarterly Report form(s):**

1. Dr. Lindsey Carnes - Quarterly Report for the period of September 1, 2019 – December 1, 2019.
2. Dr. Jean Devenny - Quarterly Report for the period of September 11, 2019 – December 11, 2019, with the clarification that she should not use video conferencing for supervision.
3. Dr. Sarah Lindeman Root - Quarterly Reports for the period of August 19, 2019 – October 8, 2019. The Board advised to notify Dr. Lindeman Root that Quarterly Reports should be submitted every 12-weeks.
4. Dr. Ellen Manegold - Quarterly Report for the period of September 1, 2019 – November 30, 2019.
5. Dr. Arielle Marston - Quarterly Report for the period of September 20, 2019 – December 20, 2019.
6. Dr. Chance McDermott - Quarterly Report for the period of September 16, 2019 – December 13, 2019.
7. Dr. Marta Pardo - Quarterly Report for the period of September 1, 2019 – November 30, 2019.
8. Dr. Kaleb Pratt - Quarterly Report for the period of August 19, 2019 – November 19, 2019.
9. Dr. Stephanie Steele-Wren - Quarterly Report for the period of September 20, 2019 – December 20, 2019.
10. Dr. Tiffany Wierzbicki - Quarterly Report for the period of August 19, 2019 – November 19, 2019.
11. Dr. Brooke Yancey - Quarterly Report for the period of September 1, 2019 – November 30, 2019.

The motion passed unanimously.

### **ADJOURNMENT**

Dr. Gillaspay made a motion to adjourn at 3:55pm. Dr. Fitzgibbons seconded the motion. The motion passed unanimously.

