

**THE KENTUCKY BOARD OF EXAMINERS OF PSYCHOLOGY MINUTES**  
**September 9, 2019**

A regular meeting of the Board of Examiners of Psychology was held on September 9, 2019 at the Department of Professional Licensing in Frankfort, KY.

**MEMBERS PRESENT**

Elizabeth McKune, Ed.D. – Chair  
Joseph Dickhaus, M.S. – Vice-Chair  
Erica Pristas, Ph.D.  
Justin Gilfert – Citizen at Large  
Owen Nichols, Psy.D.  
Jean Deters, Psy.D.  
Emily Skaggs, Psy.D.  
Stacy Seale, M.S.

Jamie Hopkins, Ph.D.

**DEPARTMENT OF PROFESSIONAL LICENSING**

Jennifer Beeler, Board Administrator  
Isaac VanHoose, Commissioner  
Courtney Cook, Administrative Specialist III

**OTHER**

David Trimble, Legal Counsel  
Katie McBride, KPA

**MEMBERS ABSENT**

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**CALL TO ORDER**

Dr. McKune called the meeting to order at 10:27 a.m.

**MINUTES**

The minutes of the August 5, 2019 meetings were presented to the Board. Dr. Pristas made a motion to approve the minutes. Dr. Nichols seconded the motion and it carried.

**MONTHLY FINANCIAL REPORT & LEGAL FEES**

The financial reports ending August 2019 were presented to the board.

**DPL REPORT**

Mr. VanHoose gave an update to the move to the new building. He informed the Board that the timeline is looking to start moves by late October. He explained to the Board that the use of teleconferencing in the new meeting rooms would be available. He stated that this would allow the Board to have more access to members if they could not travel to the meetings. He informed the Board that he and cabinet employee from the Office of Legal Services would be attending the National Occupational Licensure Consortium in Utah at the end of the week and would report to the Board at the next meeting.

**LEGAL REPORT**

Mr. Trimble updated the Board that he had registered and would be attending the FARB conference that they had approved to send him to, and was appreciative for the opportunity to attend.

Mr. Trimble discussed with the Board a case in which a psychologist who is licensed in another state, who is court appointed to provide a psychological evaluation to indigent criminal defendants would need to apply with the Board for registration as a Non-Resident licensee. He explained that the individual has hired an attorney and there was correspondence about why the psychologist could not comply with the Boards requirement to complete the non-resident application. Dr. Nichols made a motion to issue a cease and desist letter to the psychologist as well as sending the state Board they a copy of the letter as well, Dr. Skaggs seconded, the motion carried.

**COMPLAINTS SCREENING COMMITTEE**

- 2018PSY00007 – Ongoing

- 2018PSY00017 – Ongoing.
- 2018PSY00022 – A motion was made by the Complaints Screening Committee to initiate a complaint against the supervisor in this matter. Dr. Nichols seconded, the motion carried.
- 2018PSY00024 – A motion was made by the Complaints Screening Committee to initiate a complaint against the supervisor in this matter. Dr. Nichols seconded, the motion carried.
- 2019PSY00008 – Ongoing.
- 2019PSY00010 – Ongoing.
- 2019PSY00014 – A motion was made by the Complaints Screening Committee to dismiss. Dr. Nichols seconded, the motion carried.

The members of the Complaints Screening Committee recused from voting on the above recommendations of the Committee.

## **OLD BUSINESS**

### **RFP Discussion**

Ms. Beeler informed the Board that in order to initiate an RFP the Board would need to make a motion, and prepare criteria. After discussion from the Board, Mr. Gilfert made a motion to present an RFP to create a new Board member manual. The chosen candidate would create the new member board manual and a possible training. The candidate would need to have previous board experience and the Board will pay up to \$100 per hour. Mr. Dickhaus seconded, motion carried.

Dr. Pristas made a motion to create an RFP for a candidate to review history of previous Board sanctions and create a document for future complaint processes. The approved candidate should be a psychologist with previous board experience or an attorney. The Board would approve up to \$100 per hour. Mr. Gilfert seconded, the motion carried.

Dr. Nichols made a motion to create an RFP to obtain additional quotes on D&O coverage for the Board. Respondents would need to submit business proposals for D&O coverage including cost. Mr. Dickhaus seconded, motion carried.

Dr. Pristas made a motion to create an RFP for a candidate to conduct a re-evaluation of the Kentucky structure examination. The candidate approved would need to be a licensed psychologist and the Board would pay up to \$100 per hour. Dr. Skaggs seconded, motion carried. Ms. Beeler explained that she would present this material to the required party at DPL and begin the RFP process.

### **Proposed regulation/form changes**

Mr. Trimble reviewed all the pending regulation changes the Board discussed at the Board retreat and Ms. Beeler explained the form changes to be made. Dr. Nichols made a motion to draft amendments to those regulations and file with LRC. Dr. Pristas seconded, the motion carried.

## **NEW BUSINESS**

### **Email Questions**

The Board discussed questions received via email. Ms. Beeler is to respond to inquiries as discussed.

## **LICENSURE STATUS REPORT**

The Board reviewed the licensure status report.

## **COMMITTEE REPORTS**

A motion was made by Mr. Gilfert to take the actions recommended by the corresponding committees. Mr. Dickhaus seconded the motion and it carried.

**Supervision Committee**

No report.

**Continuing Education Committee**

The continuing education committee presented an application where none of the presenters were mental health professionals. But were within their credentials to speak on the topics that they were listed. The Board determined that presenters were not required to be mental health professionals as long as they are speaking within their expertise.

**Credentials Review Committee**

The credentials review committee presented an application where an applicant was requesting accommodations to take the EPPP. The credentials committee made a motion to approve the accommodations, Dr. Nichols seconded, motion carried.

**Examination Committee**

The next scheduled structured examination is Friday, September 13<sup>th</sup> and there are 9 examinees scheduled.

**Disciplined Psychologists Committee**

No report.

**Newsletter Committee**

No report.

**SCHEDULE NEXT MEETING**

Monday, October 7, 2019 at 10:00 a.m.

**TRAVEL AND PER DIEM**

Mr. Gilfert made a motion to approve payment of travel expenses and per diem compensation for eligible members attending today's meeting and other board business between meetings. The motion, seconded by Ms. Seale, carried.

**ADJOURNMENT**

A motion was made by Mr. Gilfert to adjourn the meeting at 1:03 p.m. The motion, seconded by Dr. Deters, carried.

*Elizabeth W. McKune, Ed.D.*

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Elizabeth W. McKune, Ed.D. - Chair