

THE KENTUCKY BOARD OF EXAMINERS OF PSYCHOLOGY MINUTES
December 15, 2025

A regular meeting of the Board of Examiners of Psychology was held on December 15, 2025, at 10:00 a.m. via Microsoft Teams video teleconference and in-person at 500 Mero St, Frankfort, KY 40601, the Mayo-Underwood Building, PPC Conference Room, 127CW.

MEMBERS PRESENT

Harwell Smith, Ph.D. - Chair
Eva Markham, Ed.D.
Jeff Hicks, Ph.D.
Dennis J. Buchholz, Ph.D.
Lorilea Conyer M.A.
Jamie Hopkins, Ph.D.

DEPARTMENT OF PROFESSIONAL LICENSING STAFF

Kristen Lawson, Commissioner
Lyndsay Sipple, Administrative Supervisor
Jenna Wells, Fiscal Support Specialist
Trish Bolton, Administrative Specialist Senior
Staci Taylor, Administrative Specialist Senior

OTHER

Mark Brengelman, Board Counsel

MEMBERS ABSENT

Lisa Bond M.S.
Jay Prather-Citizen at Large
Emily Skaggs, Psy.D.

GUEST

Eric Russ, KPA

CALL TO ORDER

Board Chair, Dr. Smith called the meeting to order at 10:06 a.m.

MINUTES

November 3, 2025, minutes - Dr. Hicks noted that an ad hoc committee related to the PLUS Committee, discussed during the November meeting, was not reflected in the minutes. Dr. Hicks should have been included in the online training for applications, and the committee appointment needs to be added to the November minutes. Dr. Buchholz moved to amend the November 3, 2025, minutes. Second by Dr. Hicks, carried

DPL REPORT

Commissioner Lawson reported that new supervisors are expected to be in place by the beginning of the year.

FINANCIAL REPORT

The November 2025 financial report was reviewed. The report reflected budgeted expenditures and percentages. Honoraria expenses are currently over budget, with approximately \$6,000 held due to insufficient funds. Ms. Wells suggested transferring \$35,000-\$40,000 from the litigation fund to the honoraria budget to cover exam-related expenses. An additional discussion addressed moving \$1,400 from out-of-state travel to retreat general expenses (E259). Counsel Brengelman noted his expenses would require the full allocated amount for services.

It was determined that \$13,200 is needed to cover remaining honoraria costs through the end of the fiscal year, which would address the existing shortfall and anticipated expenses. Dr. Markham supported moving the funds as a temporary solution. Ms. Wells advised that the budget analyst could attend the next meeting to provide further clarification, and Dr. Markham expressed willingness to meet with the analyst prior to January. Dr. Buchholz moved to transfer funds to cover outstanding honoraria obligations. Second by Dr. Markham, and the motion carried.

LICENSURE STATUS REPORT

The Board reviewed the licensure status report as of December 12, 2025.

ATTORNEY UPDATE

The next complaints meeting is scheduled for January 14, 2026, at 9:00 a.m., during which one final order will be addressed. A public comment period was held, and comments were received; therefore, the public hearing previously scheduled for December 22 will be canceled. One written comment regarding the fee schedule was received on December 4 and included in the Board packets. A statement of consideration addressing the comments received during the fee public hearing was also provided.

COMPLAINTS/OTHER LEGAL MATTER

2020PSY-00006 - The hearing officer issued a recommended order of default. Mr. Brengelman recommended acceptance of the charging complaint, revocation of the license, and an \$8,000 fine.

Dr. Buchholz made a motion to accept the committee's recommendations, to follow the Order from the Hearing Officer. Ms. Conyer second the motion and the motion carried. Correspondences to be drafted by Board Counsel.

OLD BUSINESS

Board Consultant RFP Update - Neither Mr. Prather nor Ms. Bond were able to attend the meeting. The RFP Committee recommended discontinuing pursuit of a Board consultant at this time, including suspending engagement with Dean Dorton, to reassess the need once online applications are fully implemented.

NEW BUSINESS

Letter from Finance OIG: Dr. Smith informed the Board of a letter received from the Office of Inspector General (OIG) and described documents provided to Ms. Dickens. The Board is awaiting further information. Dr. Smith emphasized the importance of documenting start and stop times for Board-related work outside meetings to ensure accurate accounting. Concerns were expressed that the request may reflect perceptions of inefficiency or overspending, and Dr. Smith encouraged tightening internal processes.

The Board reviewed a comment received regarding the new fee regulation. No further comment.

The Board reviewed a question received regarding preceptorships in psychology. It was clarified that such matters involving psychiatric nursing or psychiatry do not fall under the Board's jurisdiction.

MONTHLY REPORTS

Supervision Report:

Dr. Hopkins notified the board that 7 paper supervision forms were reviewed, and the Excel sheet is up to date. Through eServices, 53 forms were approved, with 17 deferred. Dr. Hopkins also reviewed online renewals.

Continuing Education Report:

No report.

Credentials Review Committee:

The Committee provided the following recommendations to the Board:

39 applications reviewed:

- 67 Approved Renewals, Initial Applications, Post – Doc/HSP Hours & Nonresident Hours
- 9 Deferred

Examination Report

The Examination Committee met to review examiner feedback. Plans were made to revise vignettes and refine oral examination instructions after the holidays. Members were asked to submit concerns to Ms. Bond.

For December:

- 2 EPPP re-take requests approved

- 2 oral examination re-take requests approved

Ms. Bond met with one examinee taking the oral exam for the third time to review accommodation requests and results. Dr. Markham is scheduled to meet with another examinee to discuss results. Ms. Bond notified the board via email that 3 applications were reviewed, and the Excel sheet is up to date.

Finance Ad-Hoc Committee

No report. Dr. Markham encouraged members to review the budget and expressed interest in identifying new revenue streams to support required expenditures.

Disciplined Psychologist Report:

During the PSYPACT meeting, it was agreed that complaints must be reported within 10 days, regardless of outcome. This requirement was not met, and the Board needs to determine where the communication breakdown occurred. Dr. Hicks provided a contact for follow-up, and a copy of the agreement is needed.

Newsletter Report:

No report.

Regulations Committee Report:

No report.

ASPPB / PSYPACT Report

The ASPPB/PSYPACT meeting was held November 16–17. At that time, 43 jurisdictions were participating in PSYPACT, with approximately 18,800 PSYPACT holders. A new YouTube channel has been launched to provide informational resources, and an AI system known as “BETTY” has been introduced to assist with PSYPACT-related inquiries. The 2026 PSYPACT renewal fee has been increased to \$6,000 per jurisdiction, up from \$1,400, with payment due within 60 days of receipt of the invoice.

Discussion followed regarding options, including whether withdrawal from PSYPACT is feasible. It was noted that changing PSYPACT participation would require legislative action.

An ASPPB training visit by Mariann Burnetti-Atwell is scheduled for February 9, with Dr. Hicks coordinating.

PSYPACT deficiencies were discussed, noting that Kentucky was sunsetted in 2022 without explanation. Mr. Markham suggested that low utilization and limited revenue may have contributed to this decision. It was also noted that the PLUS program is now electronic-only. Dr. Hicks reported ongoing efforts to improve strained relationships with ASPPB and PSYPACT, and Ms. Sipple offered to contact the organizations to obtain additional clarification.

PER DIEM & HONORARIA:

- Dennis Buchholz
November 3, 2025 – Board Meeting
- Emily Skaggs
December 4, 2025 – Credentials
December 11, 2025 – Credentials
December 12, 2025 - Credentials
December 15, 2025 – Board Meeting
- Jamie Hopkins
- Lisa Bond
December 3, 2025 – RFP Meeting

December 5, 2025 – Examinations

- Harwell Smith
November 13, 2025 – Board Business
December 15, 2025 – Board Meeting
- Jerome Prather
November 7, 2025 – Finance Meeting
November 21, 2025 – Regulations/Public Hearing
- Eva Markham
December 5, 2025 – Exams
December 11, 2025 – Exams
December 12, 2025 – Credentials/Complaints
December 15, 2025 – Board Meeting

NEXT MEETING:

Monday, January 5, 2025, at 10:00 a.m.

PUBLIC COMMENT:

Application status inquiries and public comments were received from Casey Allen and Brian King

ADJOURNMENT:

Dr. Hicks made a motion to adjourn at 12:28 p.m., Dr. Buchholz second the motion, and it carried.

Harwell Smith, Ph.D.
Chair, Kentucky Board of Examiners of Psychology