

THE KENTUCKY BOARD OF EXAMINERS OF PSYCHOLOGY MINUTES
February 3, 2025

A regular meeting of the Board of Examiners of Psychology was held on February 3, 2025 at 10:00 a.m. via video teleconference and in-person at 500 Mero St, Frankfort, KY 40601, the Mayo-Underwood Building, PPC Conference Room, 259SW.

MEMBERS PRESENT

Eva Markham, Ed.D.
Emily Skaggs, Psy.D.
Lisa Bond M.S.
Jay Prather-Citizen at Large
Harwell Smith, Ph.D. - Chair
Dennis J. Buchholz, Ph.D.
Lorilea Conyer M.A.
Jamie Hopkins, Ph.D.

DEPARTMENT OF PROFESSIONAL LICENSING STAFF

Jamar Carter, Executive Staff Advisor
Jenna Wells, Fiscal Support Specialist
Trish Provence, Administrative Specialist Senior
Kayla Maupin, Administrative Specialist Senior
Courtney Cook, Fiscal Section Supervisor
Jason Feddersen, Budget Manager
Kristen Lawson, Commissioner

OTHER

Mark Brengelman, Board Counsel
Micheal Nickles, Assistant to Board Counsel

MEMBERS ABSENT

Jeff Hicks, Ph.D.

GUEST

Eric Russ

CALL TO ORDER

Board Chair, Dr. Smith called the meeting to order at 10:07 a.m.

MINUTES

The Board reviewed the minutes from the January 22, 2024 Board Meeting. Mr. Prather made a motion to approve the meeting minutes as amended. Dr. Markham second the motion and the motion carried.

DPL REPORT

Commissioner Lawson briefed the Board on the Board Member Training to be held in March with the 2 dates of availability. Board Members will have the option to attend in-person or virtual. The trainings will be held at The Kentucky Transportation Cabinet, 200 Mero St. Frankfort, KY 40601. Documentation will come at a later date via email from each board's supervisor.

Commissioner Lawson notified the Board of the upcoming session which started in February. As updates are received, the information will be relayed to each Board if necessary.

FINANCIAL REPORT

The Board reviewed the financial report from January 2025 with questions from page 5 of the report on actual expenses vs. estimated expenses. The Board request additional information regarding future financial projections for the Board. Mr. Feddersen chimed in and detailed the Board on program capabilities and what information can be obtained. Per the request from the Board, Mr. Feddersen is going to reach out to The Finance and Administration Cabinet for additional insight regarding the Board of Psychology's future projections.

The Board recommended to form a Standing Financial Review Committee which consist of the following Board Members, Dr. Emily Skaggs, Dr. Eva Markham and Jerome Prather. Emily Skaggs made a motion to accept the Board's recommendation, Lisa Bond second the motion & the motion carried.

LICENSURE STATUS REPORT

Administrative Senior Specialist, Kayla Maupin, presented the licensure status report as of February 3, 2025.

ATTORNEY UPDATE

No updates at this time, all complaint matters will be presented during the Complaints/Other Legal Matters section.

COMPLAINTS/OTHER LEGAL MATTERS

The Complaints Committee presented the following recommendations and motions to the Board:

- 2020PSY00006
 - 13B.080 Administrative Hearing
- 2021PSY00016
 - 13B.080 Administrative Hearing
 - Complaints Committee Chair, Dr. Buchholz to contact Investigator assigned to the complaint
- 2021PSY00037
 - Dismiss
- 2022PSY00001
 - Order to respond
- 2023PSY00002
 - 13B.080 Administrative Hearing
- 2023PSY00025
 - 13B.080 Administrative Hearing
- 2024PSY00003
 - Refer to Investigator Lanier
- 2024PSY00005 & 2024PSY00024
 - 13B.080 Administrative Hearing
- 2025PSY00004
 - Board Initiated Complaint
 - Decision tabled until response is received
- 2025PSY00005
 - Board Initiated Complaint
 - Decision tabled until response is received

Dr. Smith made a motion to accept the recommendations as presented. Dr. Skaggs second the motion, and the motion carried.

OLD BUSINESS

The Board continued to discuss the Board Consultant RFP, the finalized terms and conditions for the RFP along with the next steps in the process. Ms. Cook will follow up with Dr. Smith post meeting and include RFP to be updated. Dr. Smith will provide finalized terms and conditions to Courtney Cook directly for review & submission.

NEW BUSINESS

The Complaints Committee Chair, Dr. Buchholz expressed the committees concerns regarding the number of Investigators under contract, the number of complaints pending investigative reports and the timeline on receiving completed investigative reports and recommended posting an RFP to hire additional Investigators. Jay Prather made a motion to revise the Boards existing RFP for Investigators to change the qualifications of "Licensed by our Board" to "Any Mental Health Provider" or "Licensed Private Investigator". Dr. Buchholz second the motion & the motion carried, revisions to be made by Lisa Bond & submitted to Fiscals for review & submission.

The Board continued to discuss the need for a Fitness for Duty Evaluator, Dr. Buchholz drafted an email correspondence to be sent to all active Psychologist.

The Board discussed the upcoming ASPPB mid-year meeting held on April 24, 2025 – April 25, 2025 in Montreal Quebec. Lisa Bond made a motion to approve Jamie Hopkins, Eva Markham, Jeff Hicks and Board Counsel Mark Brengelman to attend the training paid for by the Board, Dennis Buchholz second the motion & the motion carried.

The Board discussed Committees and current members appointed to them. Board Chair, Harwell Smith assigned Jamie Hopkins to the Regulations Review Committee.

The Board tabled all discussions pertaining to written committee procedures.

MONTHLY REPORTS:

Supervision Report:

Dr. Smith notified the board that all supervision has been reviewed and up to date

Continuing Education Report:

Dr. Buchholz notified the board that all Continuing Education applications were reviewed and approved.

Credentials Review Committee:

Dr. Skaggs provided an update regarding applications.

26 applications reviewed:

- 11 Approved Renewals & Initial Applications
 - H.S., A.A. A.T., J.M., K.G., K.H., L.M., M.F., R.G., S.M., C.C.,
- 9 Ready to Issue
 - A.M., A.P., A.W., A.C., C.M., E.F., I.V., J.M., S.W.
- 6 Deferred
 - E.H., E.B., K.N., R.G., R.A., Z.G.,
- 0 Denied

Examination Report

Ms. Bond notified the board that five applications are reviewed.

Disciplined Psychologist Report:

No Report

Newsletter Report:

Mr. Prather and the Board reiterated previously discussed topics for the newsletter. Once complete a draft will

be presented to the Board for approval.

Regulations Committee Report:

No Report

COMMITTEE RECOMMENDATIONS:

A motion was made by Dr. Markham to accept all committee recommendations. Ms. Bond second the motion and the motion carried.

PER DIEM & HONORARIA:

- Dennis Buchholz
 - January 22, 2025 – Complaints Review
 - January 28, 2025 – Complaints Review
 - January 29, 2025 – Complaints Review
 - January 30, 2025 – Complaints Review
 - January 27, 2025 – Continuing Education Application Review
- Emily Skaggs
 - January 27, 2025 – Credentials Review
 - January 31, 2025 – Credentials Committee Meeting
 - February 2, 2024 – Credentials Review
- Lorilea Conyer
 - January 27, 2025 – Credentials Review
 - January 31, 2025 – Credentials Committee Meeting
 - February 2, 2024 – Credentials Review
- Eva Markham
 - January 31, 2024 – Complaints Meeting
 - January 30, 2024 – Credentials Review
 - January 28, 2025 – Complaints Review

Dr. Markham made a motion to accept & approve all per diem, Dr. Skaggs second the motion and it carried.

NEXT MEETING:

Monday, March 3, 2025 at 10:00 a.m.

PUBLIC COMMENT:

None

ADJOURNMENT:

Mr. Prather made a motion to adjourn at 12:05 p.m., Ms. Bond second the motion, and it carried.