

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

A regular meeting of the Board of Examiners of Psychology was held on March 3, 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, 259SW.

MEMBERS PRESENT

Jeff Hicks, Ph.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
Kristen Lawson, Commissioner

OTHER

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

MEMBERS ABSENT

Eva Markham, Ed.D.

GUEST

Eric Russ

CALL TO ORDER

Board Chair, Dr. Smith called the meeting to order at 10:12 a.m.

MINUTES

The Board reviewed the minutes from the February 3, 2024 Board Meeting. Dr. Buchholz made a motion to approve the meeting minutes as presented. Lisa Bond second the motion and the motion carried.

DPL REPORT

Commissioner Lawson reminded the Board of the upcoming Board Member Training scheduled for Wednesday, March 5, 2025 at 1p.m. & Monday, March 24, 2025 at 10:00 a.m.

FINANCIAL REPORT

The Board reviewed the financial report from February 2025 and the revenue & expenditure yearly comparison requested last meeting. Mr. Prather requested clarification on the document

The Board discussed the current investigators under contract with the Board and their progress since hired, obstacles/issues & additional communication from Board Members directly. Dr. Buchholz notified the Board that Dr. Lanier has reached the allotted amount within the contract and would need an extension to continue services for the Board. Per The Office of the Secretary, the Board would need to cancel 2 investigative services contracts to extend the contract with Dr. Lanier. Dr. Buchholz made a motion to cancel the investigative services contract with Shelton Forensic Solutions, Dr. Skaggs second the motion & the motion carried.

LICENSURE STATUS REPORT

The Board reviewed the licensure status report as of February 28, 2025.

ATTORNEY UPDATE

Board Counsel notified of a regulation update & will work with complaints committee compliance.

COMPLAINTS/OTHER LEGAL MATTERS

Dr. Buchholz made a motion to enter closed session at 10:37 a.m. pursuant to KRS 61.810(1)(j) for deliberation of quasi-judicial bodies regarding complaints at which information protected by KRS 61.810(k) may be discussed. The motion was seconded by Lisa Bond, and it carried.

Dr. Buchholz made a motion to return to open session, Lisa Bond second the motion, and it carried.

Dr. Buchholz announced 10:56 p.m. as the time returned from closed session.

The Complaints Committee presented the following recommendations 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
- 2024PSY00005 & 2024PSY00024
 - 13B.080 Administrative Hearing
- 2024PSY00003
 - Refer to Investigator Lanier
- 2020PSY00003, 2022PSY00027, 2022PSY00028, 2023PSY00030, 2023PSY00034, 2024PSY00003
 - 2024PSY00003 Assigned to Investigator
- 2025PSY00004
 - Board initiated complaint
 - Decision tabled until response received
- 2025PSY00005
 - Board Initiated complaint
 - Decision tabled until response is received

Dr. Buchholz made a motion to accept the recommendations presented by the Complaints Committee, Lisa Bond second the motion & the motion carried.

A motion was made by Dr. Buchholz for the Complaints Committee to host a Special Meeting scheduled for March 10, 2025 @ 9:00 a.m. Lisa Bond second the motion & the motion carried.

OLD BUSINESS

Board Chair, Dr. Smith provided an update regarding the Board Consultant RFP and the communication with The Department of Professional Licensing Fiscal Department.

Lisa Bond briefed the Board on the RFP for investigative services. Dr. Buchholz request information on where candidates can apply, Board Counsel followed up with the vender location for RFP postings.

The Board continued to discuss the need for a Fitness for Duty Evaluator.

Dr. Harwell Smith inquired on his participation in committee procedures. He plans on attending committee meetings throughout the year to become more familiarized with the processes and procedures.

Dr. Hicks provided details on his discussion with other state licensure Boards and their processes, Board Counsel chimed in with plans on updating ALL Board correspondences.

Mr. Carter reminder all Board members attending the ASBBP Conference to return their TA-37 Forms ASAP so they can be sent over to finance for approval.

Board Chair calls recess at 11:48 a.m.

Board Chair calls meeting back to order at 11:50 a.m.

NEW BUSINESS

Board Chair, Dr. Smith discussed the per diem claimed by Board Members between Board & Committee meetings. Board Counsel, chimed in and provided clarification regarding per diem claimed between meetings for time spent on committee task. Mr. Prather made a motion for individual Member work required by the Board or its Committees, each Board member, upon approval of the Board, shall receive per diem of \$100 per four hours work on behalf of the Board, Dr. Skaggs second the motion & the motion carried. Dr. Hicks abstained from voting.

Board Counsel detailed several dates of non-payment for legal services provided prior to February 1, 2025 and suggest the Board motion to amend the current contract between Psychology & Legal Services to allow payment to be made. A motion was made by Mr. Prather to amend the current legal services contract between Psychology & Mark Brengelman and back date it to 10/1/2024, Dr. Buchholz second the motion & the motion carried.

The Board discussed 319.032(1)(e) which requires the Board to complete training on the dynamics of sexual misconduct of professionals and provided provider recommendations to all new members who need to fulfil this requirement. Dr. Buchholz made a motion for the Board to reimburse the cost of the Training to all new members who attend. Dr. Hicks second the motion & the motion carries.

MONTHLY REPORTS

Supervision Report:

Dr. Smith notified the board that all supervision has been reviewed and up to date. Dr. Hopkins requested clarification regarding the supervision frequency requirement.

Continuing Education Report:

Dr. Buchholz notified the board that all 13 Continuing Education applications were reviewed and approved and recommended the regulations committee to add a regulation where Board Members receive CEU credits as members of the Board along with creative ways to earn CEU credits. Dr. Smith made a motion to accept the recommendation, Dr. Buchholz second the motion & the motion carried.

Credentials Review Committee:

Ms. Conyer made a motion to enter closed session at 12:23 p.m. pursuant to KRS 61.810(1)(j) for deliberation of quasi-judicial bodies regarding applications at which information protected by KRS 61.810(k) may be discussed.

The motion was second by Dr. Buchholz, and it carried.

Dr. Skaggs made a motion to return to open session, Dr. Hicks second the motion, and it carried.

Dr. Smith announced 12:43 p.m. as the time returned from closed session.

Dr. Skaggs provided an update regarding applications.

21 applications reviewed:

- 11 Approved Renewals & Initial Applications
 - N.M., D.D., A.N., A.B., B.P., C.B., D.K., M.S., T.B., Z.G., D.H.
- 4 Ready to Issue
 - C.M., H.W., M.P.(HSP), M.W.
- 6 Deferred
 - E.S., A.H., E.H., E.B., M.G., S.M.,
- 0 Denied

Examination Report

Ms. Bond notified the board that (11) eleven applications were reviewed.

Disciplined Psychologist Report:

No Report

Newsletter Report:

Mr. Prather reiterated previously discussed topics for the newsletter such as regulation changes, departmental openings, updated Q & A.

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
 - February 28, 2025 – Complaints Meeting
 - February 19, 2025 – Complaints Meeting
 - February 12, 2025 – Complaints Meeting
 - February 26, 2025 – CEU Review
 - March 1, 2025 – CEU Review
- Emily Skaggs
 - February 27, 2025 – Credentials Review
 - February 28, 2025 – Credentials Committee Meeting
- Lorilea Conyer
 - February 27, 2025 – Credentials Review
 - February 28, 2025 – Credentials Committee Meeting

- March 2, 2025 – Credentials Review
- Eva Markham
 - February 28, 2025 – Credentials Committee Meeting
- Harwell Smith
 - February 15, 2025 – Miscellaneous Board Work

Dr. Buchholz made a motion to accept & approve all per diem, Dr. Skaggs second the motion and it carried. Dr. Hicks voted no & Mr. Prather abstained from voting.

NEXT MEETING:

Monday, April 7, 2025 at 10:00 a.m.

PUBLIC COMMENT:

None

ADJOURNMENT:

Dr. Buchholz made a motion to adjourn at 1:09 p.m., Dr. Hicks second the motion, and it carried.