

**THE KENTUCKY BOARD OF EXAMINERS OF PSYCHOLOGY MINUTES**  
**May 6, 2024**

A regular meeting of the Board of Examiners of Psychology was held on May 6, 2024 at 10:00am via Zoom teleconference and in-person at 500 Mero St, Frankfort, KY 40601, the Mayo-Underwood Building, PPC Conference Room, 127CW.

**MEMBERS PRESENT**

Eva Markham, Ed.D.- Chair  
Joseph Dickhaus, M.S.- Vice Chair  
Jay Prather-Citizen at Large  
Harwell Smith, Ph.D.  
Dennis J. Buchholz, Ph.D.  
Emily Skaggs, Psy.D.  
Jeff Hicks, Ph.D.  
Leslie Jenkins, Ph.D.  
Lorilea Conyer M.A.

**DEPARTMENT OF PROFESSIONAL LICENSING STAFF**

Jamar Carter, Executive Staff Advisor  
Kristen Lawson, Commissioner  
Barry Sullivan, Board Counsel  
Jenna Wells, Fiscal Support Specialist  
Jacob Walbourn, Executive Director  
April Alsabrook, Administrative Supervisor

**MEMBERS ABSENT**

**GUEST**

Eric Russ- KPA  
Mackenzie House  
Barry Adkins  
Karen Adkins  
Rachel Garcia  
James Goad

---

**CALL TO ORDER**

Board Chair, Dr. Markham called the meeting to order at 10:04 a.m.

**MINUTES**

The Board reviewed the minutes from the April 1, 2024 Board Meeting. Dr. Smith made a motion to approve the meeting minutes as amended. Mr. Dickhaus second the motion and the motion carried.

**DPL REPORT**

No updates at this time.

Dr. Jenkins inquired on the progress of the online applications. Commissioner Lawson provided a detailed response of the steps that have been taken by the department and informed the Board that it was labeled as high priority on the task list and sent to IT to complete. At this time, no update has been received from IT on the progress.

**FINANCIAL REPORT**

The Board reviewed the financial report from April 2024. Dr. Jenkins requested a Profit/loss breakdown along with a chart of accounts & balance sheet.

**LICENSURE STATUS REPORT**

Dr. Markham presented the licensure status report as of May 2, 2024.

## **ATTORNEY UPDATE**

Board Counsel provided an update regarding the ASPPB Conference.

## **COMPLAINTS/OTHER LEGAL MATTERS**

Complaints Committee Chair, Mr. Dickhaus presented the following recommendations to the Board from the Complaints Committee meeting:

- 2024PSY00005
  - Refer to Investigator Gulati ‘
- Fraud Notification
  - Board Counsel to contact the licensee and provide notification of the received correspondence and clarify additional information requested by the Complaints Committee.

## **OLD BUSINESS**

Mr. Carter provided an updated regarding the Neuropsychological RFP.

Dr. Jenkins voiced concerns regarding receiving the membership discount due to the short time frame to pay the CLEAR Membership dues. Mr. Carter reiterated Mr. Dickhaus’ s motion last meeting where the Board would cover the cost for 5 members to attend the CLEAR Training. Board Counsel provided a link for all new members to register and sign up for the training.

## **NEW BUSINESS**

Executive Staff Advisor, Jamar Carter provided the following PSYPACT documents to the Board for review:

- PSYPACT Informational Session
  - Disciplinary Handouts
  - PSYPACT Board Counsel Webinar
- PSYPACT 1<sup>st</sup> Quarter Compliance Report
- PSYPACT Commission Annual Report 2023
- PSYPACT Commission Newsletter – April 1, 2024

Dr. Jenkins provided brief statement regarding the uploaded PSYPACT documents.

The Board reviewed the 2024-2025 CLEAR membership dues, due by July 1, 2024. A motion was made by Mr. Prather for the Board to pay the membership dues, Mr. Dickhaus second the motion and it the motion carried.

Executive Director of OLS, Jacob Walbourn introduces himself to the Board and provided details for his presence at today’s meeting. Dr. Buchholz made a motion to invoke KRS 319.020(4) to remove Dr. Leslie Jenkins from The Kentucky Board of Examiners of Psychology. Dr. Smith second the motion and the motion carried. Mr. Prather abstained.

A motion was made by Jay Prather to schedule a special meeting and hearing for May 20, 2024, Dr. Buchholz second the motion and the motion carried. Dr. Jenkins abstained.

Board Chair presented the ASPPB Policy & Procedures and discussed the questions present in the email correspondence sent. Board Counsel chimed in and notified the Board, he had taken care of those questions along with others at the recent ASPPB meeting.

Dr. Jenkins questioned the audited renewals and who was tasked to review and complete them. Mr. Carter updated Dr. Jenkins on how the system operates when auditing renewals and what is needed to complete an audited renewal. Several Board Members provided explanations on what was done during previous years with audited renewals. The following members agreed to start checking audited renewals via eServices going forward, Lorilea Conyer, Joe Dickhaus & Dr. Eva Markham.

## **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 CEU applications received have been reviewed and approved

### **Credentials Review Committee:**

Ms. Conyer moves, and Dr. Markham seconds the motion entering closed session at 10:53 a.m., pursuant to KRS 61.810(1)(j) for deliberations of quasi-judicial bodies regarding applications at which information protected by KRS 61.810(k) may be discussed & the motion carried.

Dr. Skaggs moves and Dr. Smith seconds returning to open session & the motion carried.

Vice-Chair,

Board Chair Dr. Markham announces time returned from Closed Session at 11:26a.m

### **41 applications reviewed:**

- **24 Approved**
  - B.A., M.B., O.D., S.C-P., V.F., A.H., C.J., C.J., D.G., D.W., E.P., I.B-J., J.E., J.K., K.J., M.H., N.R., N.P., R.G., S.M., R.M., C.H., K.P., S.C.
- **16 Deferred**
  - C.J., D.M., J.B., K.G, K.W., S.P., A.V.B., D.O., K.P., M.F. – EPPP ONLY, N.G., R.C., S.R., S.N., S.P., L.P.,
- **1 Denied**
  - V.R.,

### **Examination Report**

Mr. Dickhaus reported all examination accommodations have been reviewed.

### **Disciplined Psychologist Report:**

Board Chair, Dr. Markham request that the Boards website be updated to reflect all disciplinary action taken by the Board.

### **Newsletter Report:**

Mr. Prather presented the Spring 2024 Newsletter text to the Board for review & approval. A motion was made by Dr. Buchholz to approve the text as amended. Dr. Skaggs second the motion and the motion carried.

### **Regulations Committee Report:**

Mr. Prather discussed HB56 and the possibility of increasing the grace period for applicants who have completed degree requirements. All topics will be discussed at the next Regulations Meeting scheduled for May 17, 2024 @ 2:00pm.

## **COMMITTEE RECOMMENDATIONS:**

A motion was made by Dr. Smith to accept all committee recommendations, Dr. Buchholz second the motion & the motion carried.

## **PER DIEM & HONORARIA:**

- Harwell Smith
  - April 10, 2024 - Committee Work
  - April 21, 2024 - Supervision Review
  - May 3, 2024 - Credentials Meeting

- May 5, 2024 – Supervision Review & Board Business/Duties
- Jay Prather
  - April 19, 2024 – Regulations Committee Meeting
  - May 3, 2024 – Newsletter Prep
- Dennis Buchholz
  - May 2, 2024 – CEU Review
  - May 3, 2024 – CEU Review
- Emily Skaggs
  - May 3, 2024 – Credentials Meeting
  - May 4, 2024 Credentials Review
  - May 5, 2024 – Credentials Review
- Eva Markham
  - April 19, 2024 – Miscellaneous Board Work
  - April 30, 2024 – Miscellaneous Board Work
  - May 3, 2024 – Miscellaneous Board Work
- Lorilea Conyer
  - April 19, 2024 – Regulations Committee Meeting
  - May 3, 2024 – Credentials Committee Meeting
  - May 5, 2024 – Credentials Committee Review

Mr. Dickhaus made a motion to approve travel, per diem and exam honoraria compensation for all eligible members attending today’s meeting, Dr. Smith second the motion and it carried.

**NEXT MEETING:**

Monday, May 20, 2024 at 9:00 a.m.

**PUBLIC COMMENT:**

- Mackenzie House
  - Inquired on her application status
- Rachel Garcia
  - Application status and discussed discrepancies within the mail and request documents be emailed.
- Eric Russ
  - Provided appreciation for HB56 and grace period notification and notified the Board of election preps with ballots to go out within the next week or two, convention planning & oral prep.

**ADJOURNMENT:**

Mr. Dickhaus made a motion to adjourn at 12:01p.m., Dr. Smith second the motion, and it carried.