

**THE KENTUCKY BOARD OF EXAMINERS OF PSYCHOLOGY MINUTES**  
**January 11, 2021**

A regular meeting of the Board of Examiners of Psychology was held on January 11, 2021 via Zoom teleconferencing.

**MEMBERS PRESENT**

Jean Deters, Psy.D. – Chair  
Jamie Hopkins, Ph.D. – Vice Chair  
Joseph Dickhaus, M.S.  
Justin Gilfert – Citizen at Large  
Eva Markham, Ed.D.  
Elizabeth McKune, Ed.D.  
Brenda Nash, Ph.D.  
Stacy Seale, M.S.  
Emily Skaggs, Psy.D.

**MEMBERS ABSENT**

None

**DEPARTMENT OF PROFESSIONAL LICENSING**

Chessica Nation, Administrative Section Supervisor  
Felicia Juett, Board Administrator  
Dr. Michael Newman, Commissioner

**OTHER**

David Trimble, Legal Counsel

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**CALL TO ORDER**

Dr. Deters called the meeting to order at 10:02 a.m.

**BOARD CHAIR / VICE-CHAIR ELECTIONS**

Mr. Dickhaus nominated Jean Deters to be re-elected as chair and Jamie Hopkins to be re-elected as vice-chair. Dr. Markham seconded the motion and it carried.

**MINUTES**

The minutes of the November 12, 2020 meeting were presented to the Board as amended. Dr. McKune made a motion to approve the minutes. Dr. Hopkins seconded the motion and it carried. The minutes of the December 14, 2020 meeting were presented to the Board. Dr. McKune made a motion to approve the minutes. Dr. Markham seconded the motion and it carried.

**MONTHLY FINANCIAL REPORT & LEGAL FEES**

The December 2020 financial report was presented to the Board.

**DPL REPORT**

Dr. Newman reported that the legislative session has started and is being closely monitored to see what impacts it has on DPL. Dr. Deters asked about DPL's role in the vaccination rollout, as some states are using the licensing boards to help coordinate the vaccine distribution. Dr. Newman responded that DPL is not involved with the distribution of the vaccinations. He stated that any information received will continue to be shared. The following website was shared for additional information and instruction pertaining to the COVID-19 vaccine as it relates to healthcare providers:

<https://govstatus.egov.com/ky-healthcare-guidance>

**LEGAL REPORT**

Mr. Trimble reiterated that they will continue to keep an eye on the progression of the legislative session and how it will affect each board. He also discussed his position as it relates to the Board. He stated that it is his responsibility to provide legal advice to the Board, but not to individual licensees, consumers, or stakeholders. Mr. Trimble also explained the responsibility and process of the Complaints Screening Committee in relation to how cases are reviewed and presented to the Board.

## **COMPLAINTS SCREENING COMMITTEE**

- 2019PSY00010 – Ongoing.
- 2019PSY00016 – Dismissed.
- 2019PSY00020 – Ongoing.
- 2019PSY00031 – Ongoing.
- 2019PSY00019 – Ongoing.
- 2020PSY00002 – Ongoing.
- 2020PSY00005 – Ongoing. Note – Dr. McKune recused herself from the conversation and vote.
- 2020PSY00008 – Dismissed.
- 2020PSY00011 – Dismissed.
- 2020PSY00012 – Dismissed.
- 2020PSY00013 – Ongoing.
- 2020PSY00014 – Recommended to send a cease and desist letter to the respondent.

A motion was made and seconded by the Complaints Screening Committee to take the above actions and it carried. A member from the public had a question regarding the complaints process and was informed by the Board on this process.

## **OLD BUSINESS**

### **ASPPB PLUS**

Ms. Seale gave an update about the ASPPB PLUS program. She stated that she is finalizing the form for applicants to use when applying through the PLUS program. She will set up a time to meet with the Board Advisor, Administrative Section Supervisor and the Board Chair to discuss details regarding the rollout of the new application.

## **NEW BUSINESS**

### **Email Questions**

The Board reviewed the email questions and Ms. Juett will respond as directed.

### **Neuropsychological Exams Contract**

Ms. Nation discussed that the Neuropsychological Exams Contract is still being composed. Once complete, Dr. Deters and Mr. Trimble will sign the contract and the Board will make a motion to accept the contract.

### **DocuSign**

There was discussion about the possibility of purchasing DocuSign to allow for a more efficient way to received and send documents needing signatures. Dr. Newman stated he would look into this to see if any other boards are requesting a similar need or product.

## **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**

Dr. Markham reported there are still numerous outstanding documents. There was discussion on how to handle outstanding and unresolved documentation from licensees.

### **Continuing Education Committee**

No report.

### **Credentials Review Committee**

No report.

**Examination Committee**

No report.

**Disciplined Psychologists Committee**

No report.

**Newsletter Committee**

Mr. Gilfert reported that the newsletter draft is completed and ready for distribution upon Board review.

**SCHEDULE NEXT MEETING**

Monday, February 1<sup>st</sup> at 10:00 a.m.

**PER DIEM**

Mr. Gilfert made a motion to approve per diem compensation for eligible members attending today's meeting and other board business between meetings. Mr. Dickhaus seconded the motion and it carried. Additional board business included:

- **Jean Deters:** December 18, 2020 Administering exams
- **Brenda Nash:** December 18, 2020 Administering exams
- **Jamie Hopkins:** December 18, 2020 Administering exams
- **Eva Markham:** December 18, 2020 Administering exams; January 9, 2021 Application review

Mr. Gilfert made a motion to pay honoraria for the following volunteer examiners. Mr. Dickhaus seconded the motion and it carried.

- **Patrick Hardesty:** December 18, 2020

**ADJOURNMENT**

A motion was made by Mr. Dickhaus to adjourn the meeting at 11:39 a.m. The motion, seconded by Mr. Gilfert, carried.



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Jean Deters, Psy.D. – Chair