



## MINUTES OF THE MEETING OF THE BOARD April 25, 2014

A Meeting of the Board of Examiners of Psychologists was held at 9:00 a.m. on Friday, April 25, 2014, at the Attorney General's Office, 313 NE 21<sup>st</sup> Street, Oklahoma City, OK.

In attendance were: M. Cohn, Chair of the Board; S. Beasley, Jr., Ph.D., Vice-Chair of the Board; R. Hand, Ph.D., Member of the Board; P. Fischer, Ph.D., Member of the Board; T. Bourdeau, Ph.D., Member of the Board; B. Harris, Member of the Board; S. Turner, Member of the Board. M. Lane, Assistant Attorney General; T. Rose, Executive Officer of the Board.

### **Announcement and Introduction:**

Dr. Cohn announced that a quorum was present to conduct business. She confirmed with Ms. Rose that the meeting was filed with the Secretary of State and the agenda was posted in accordance with the Open Meeting Act.

### **Minutes:**

The Board reviewed the minutes of the March 28, 2014 meeting presented by Ms. Rose. *Mr. Harris made a motion to approve the minutes of the March 28, 2014 meeting. Mr. Turner seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

### **Status of Current Request for Inquiries:**

**RFI 14-1;** Ms. Rose reported a new investigator has been appointed.

**RFI 14-2;** Ms. Rose reported a new investigator has been appointed.

**RFI 14-4;** an investigator is being appointed.

**RFI 14-5;** an investigator is being appointed.

### **Presentation of Probable Cause Committee Summaries and Recommendations:**

**RFI 13-4;** Ms. Lane reported after interviews and reviewing documents, the recommendation of the committee was to dismiss and close RFI 13-4 with no ethical violation.

*Dr. Hand made a motion to accept the recommendation to dismiss and close RFI 13-4 with no ethical violation. Dr. Beasley seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

**RFI 14-3;** Ms. Lane reported that based on the information reviewed there was no evidence of an ethical violation and recommended to dismiss and close RFI 14-3 with no ethical violation.

*Dr. Fischer made a motion to accept the recommendation to dismiss and close RFI 14-3 with no ethical violation. Mr. Turner seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

**Reports of Miscellaneous Complaint Issues, Orders and Tutorials:**

**BC 12-4 Neal;** Ms. Lane provided an update that the case remains in District Court.

**BC 12-7 Turnock;** Dr. Fischer will be the new resource person and review Dr. Turnock's paper.

**BC 12-11 Martin;** information will be reviewed at the next meeting.

**BC 12-12 Talley;** Ms. Lane reported a hearing is scheduled for June 13, 2014.

**BC12-20 Talley;** No update.

**BC 13-2 Baumann;** Ms. Lane reported Dr. Baumann passed away April 2014. BC13-2 is closed.

**Applications to sit for Licensure Examinations:**

**Stephen Lange, Ph.D.;** *Dr. Bourdeau made a motion to approve Dr. Lange's application by CPQ and HSP for licensure after successful completion of the Jurisprudence Examination contingent upon an acceptable clarification of a reference letter. Dr. Hand seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

Dr. Hand reported he contacted the reference for clarification and confirmed the reference does recommend Dr. Lange for licensure.

*Dr. Hand made a motion to approve Dr. Lange's application by CPQ for Licensure and HSP after successful completion of the Jurisprudence Examination. Dr. Bourdeau seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

**Crystal Bowlby, Ph.D.;** *Dr. Beasley made a motion to approve Dr. Bowlby's application to sit for the licensure examinations and accept Dr. Bowlby's postdoctoral supervision. Dr. Bourdeau seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

**Administrative Issues:**

**Monthly Budget/Revenue and Expense Report;** the board reviewed the monthly budget/revenue and expense report provided by Ms. Rose.

*Mr. Turner made a motion to approve the report. Mr. Harris seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

**Administrative updates;** No update.

**QMRP Committee Report;** Dr. Hand reported that he met with the new director from Developmental Disabilities Service Division (DDSD) Michaela Bishop and Dr. Karen Maston regarding the requirements of the QMRP. Dr. Hand requested the board consider a portion of the September meeting to a hearing and invite Michaela Bishop with the Behavioral Analyst Board, Psychologists who currently employ QMRP Psychological Technicians and anyone who is interested in providing input.

*Mr. Harris made a motion to approve Dr. Hand's request. Dr. Bourdeau seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

**BIS document scanning services;** Ms. Rose reported to the board that she met with BIS to begin the process and office staff is preparing the files.

**Board Database;** Ms. Rose reported that she met with BIS regarding implementing functions to the current database and add additional features.

**Directory;** Ms. Rose reported will print new directories after the Rule Changes are approved.

**Investigator Training;** Ms. Lane, Ms. Rose and Dr. Cohn will provide an Investigator Training in Tulsa and Oklahoma City. The board also discussed the possibility of providing a stipend and CPE for Investigations.

*Mr. Harris made a motion to provide 20 CPE per investigation. Mr. Turner seconded the motion and the motion did not pass. Hand, Harris and Turner voted for the motion. Fischer, Cohn, Beasley and Bourdeau voted against the motion.*

Dr. Cohn requested Dr. Bourdeau present the board with a recommendation for CPE and fees for Investigators to the next board meeting.

**Oral Examiners Training and Exam Committee;** the board discussed the need for oral examinations to be updated.

*Dr. Bourdeau made a motion to request Dr. Arlene Schaefer to organize the Oral Exam Committee and prepare Oral Exams at the state rate of \$60.00 per hour with a cap of \$5,000.*

*Dr. Beasley seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

**Selection of new Vice Chair;** *Dr. Fischer made a motion to appoint Dr. Bourdeau as the Vice-Chair. Dr. Beasley seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

**ASPPB Midyear Meeting April 2014 report;** Ms. Rose provided a report on the meeting.

**Office Space;** Ms. Rose provided an update, the projected move in date will be July 1, 2014.

**Complaints and discipline on website;** Ms. Rose requested the board provide direction on what complaint information is listed on the website.

*Dr. Hand made a motion for Ms. Rose to prepare a draft list of discipline categories for the website. Dr. Beasley seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

**Rule Changes and Legislative updates;** Ms. Rose reported that she met with the House Committee Representative regarding the rule changes and provided possible dates of permanent adoption if the rules are approved.

**Discussion regarding HB2999;** Ms. Lane provided a report on HB2999 regarding Executive Sessions in the Open Meetings Act.

**OSBEP Records Disposition Schedule;** Ms. Rose provided the board the current Records Disposition Schedule with the request to modify Schedule 98-03; 1-7 Psychological Technicians and 1-11 License Verification.

*Dr. Hand made a motion to approve the modifications to the Records Disposition Schedule 98-03. Mr. Turner seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Harris and Cohn voted for the motion. Bourdeau was absent from the vote*

**Administrative Assistant Position;** no action.

**Reporting EPPP scores;** Ms. Rose presented the board with the option for candidates to obtain EPPP scores online in lieu of waiting for the board office to mail the results.

*Dr. Hand made a motion to allow EPPP candidates to get scores online instead of by mail. Dr. Fischer seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

**PT Application;** Dr. Cohn reported the need to possible contract with a psychologist to review and approve PT applications.

**Discussion on Revenue report – Mr. Harris;** *Dr. Hand made a motion to approve a budget of \$10,000 per fiscal year for a psychologist, designated by the chair, to assist the board in evaluating Applications for Licensure, Applications for Private and Institutional Practice Under Supervision, Psychological Technician Applications and other selected board activities that would require the input of a psychologist at the state rate of \$60.00 per hour. Dr. Bourdeau seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

**Renewal fees;** No action.

**Discussion and possible vote to enter into Executive Session pursuant to 25 O.S. Section 307 (B) (1) for the purpose of the Board to discuss the employment, of salaried public employee, Teanne Rose, Executive Officer.**

*Dr. Hand made a motion to enter into Executive Session. Mr. Turner seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

The board returned from Executive Session.

*Dr. Hand made a motion to return to open meeting. Dr. Bourdeau seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

Dr. Cohn reported the board will provide written documentation, an overall evaluation, a development plan and compensation at the next meeting.

**New Business;** there was no new business.

### **Adjournment**

*Dr. Beasley made a motion to adjourn. Dr. Bourdeau seconded the motion and the motion passed. Turner, Beasley, Fischer, Hand, Bourdeau, Harris and Cohn voted for the motion.*

The meeting adjourned at 2:15 p.m.

Respectfully Submitted,



Teanne Rose  
Executive Officer