

**Louisiana State Board of Examiners of Psychologists**  
**BOARD MEETING MINUTES**  
*September 23, 2016*

*Final Approved: October 7, 2016*

The meeting of the Louisiana State Board of Examiners of Psychologists (Board) was noticed and agenda posted on, Wednesday, September 21, 2016. Dr. Burnett, Chair, called the meeting to order at 8:44 a.m. on Friday, September 23, 2016 at 8706 Jefferson Highway, Suite B, Baton Rouge, LA 70809. Present were Board Members, Drs. Darla Burnett, Phillip Griffin, Koren Boggs, Jesse Lambert; and, Executive Director, Jaime T. Monic. Absent was Dr. Marc Zimmermann.

Dr. Burnett opened the meeting by reading the Board's Declaration of Purpose.

Ms. Monic presented a letter from Dr. Marc Zimmermann requesting that the Board consider and opine on whether or not a psychologist who conducts a neuropsychological test may also bill under such code. After considering the complexities of such discussion and opinion, Dr. Burnett recommended the matter be considered at the next scheduled meeting in October and also on Long Range Planning.

The Board approved the next meeting dates as follows: October 7, 2016; November 10, 11, 12, 2016 [tentative hearing dates/long range planning meeting – no oral examinations will be scheduled]; December 16, 2016 and January 20, 2016.

Dr. Boggs moved to approve the agenda for the day. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert - YEA

The Board reviewed and discussed the meeting minutes from August 11, 2016 and September 7, 2016. Dr. Lambert moved to approve the minutes of August 11, 2016 and September 7, 2016. The motion passed by unanimous roll call vote of the members present.

Dr. Lambert moved to enter into executive session pursuant to LSA R.S.42:6.1, to conduct oral examinations and file reviews. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert - YEA

The Board conducted file reviews through lunch.

Dr. Griffin moved to close executive session. The motion passed unanimously.

At 2:15 p.m. Dr. Mark Vigen was invited to join the Board and begin his presentation early. Dr. Kim Van Geffen, LPA Liaison presented at 2:30 p.m.

Dr. Vigen presented to discuss the complexities of child custody evaluations and request that the Board ensure that the individuals reviewing complaints concerning child custody issues have experience with such matters. He presented anecdotal stories related to the experiences he has

had over his career, wherein he has conducted over 500 cases, that has led to the guidelines he has established in his practice. The Board assured Dr. Vigen that several Board members have experience with child custody. Also, the Board recently contracted with Dr. Sasha Lambert who has forensic experience and conducts child custody evaluations. The Board thanked Dr. Vigen for the presentation and asked if he would be willing, if requested in the future, to consult over or provide opinions concerning child custody matters for the Board. Dr. Vigen agreed he would be open to helping where he could.

Dr. Vigen also provided the Board with case law concerning absolute immunity for court appointed evaluators (*Court of Appeal of Louisiana, Second Circuit. S.T.J., V. P.M., et al, No. 21131-CA, Jan. 24, 1990*) and case law concerning testimony and opinions from expert witnesses (*State of Louisiana vs. Vernon Mullins, Third Circuit Court of Appeal, #14-260*).

### **COMMITTEE REPORTS:**

The Board received the following committee reports:

**Executive Director Report** – Ms. Monic reported on the following:

- **Legal Contracts** - Legal contracts were approved for a limited amount of time, pending an agreement between the Attorney General and Governor over the appropriate “anti-discrimination” language.
- **ASPPB Annual Meeting (October 19-22, 2016)** - Dr. Boggs and Ms. Monic are registered and travel arrangements have been made. Dr. Lambert is unable to attend due to flooding. The cost for travel is anticipated to be well under the budgeted amount as follows: Hotel: \$1,746,40; Airfare: \$862.72; Meeting Registration: \$290 (Dr. Boggs registration was waived); Per Diem for Dr. Boggs: \$75/day to cover additional taxi fees/meals: \$375. The total amount being \$3,274.12 with minimal reimbursement expenses anticipated for Ms. Monic for meals and travel fees not covered under registration fees. The Board affirmed these expenditures.
- **LSSP Committee Meeting** – On September 13, 2016, Amy Childress and Carmen Broussard attended the LSSP Committee Meeting. Dr. Broussard reported at this meeting that the LA School Psychologist Association would be meeting on November 3, 2016. She explained that the LSSP Committee did a presentation in 2014 and 2015 she requested that Ms. Monic work with her on updating the presentation and have the Board affirm their presentation. The Board affirmed the LSSP Member attendance and presentation and requested Ms. Monic attend the presentation also.
- **Annual Ethics Training** – Ms. Monic reminded members to complete the Annual Ethics Training required by the Board of Ethics.
- **Complaint Coordinator Position II** - Sasha Lambert accepted the contract will be training on September 30, 2016.

### **Finance Committee Report**

Dr. Burnett reported that she reviewed and approved Leave Reports for Ms. Monic as well as Bank Reconciliations prepared by Ms. Monic from August 2016.

The Board reviewed Financial Statements for August 2016 prepared by Ms. Valerie Dominique. The Board reviewed the financial statements with Ms. Monic. Dr. Boggs moved to accept the financial statements provided by Ms. Dominique. The motion passed unanimously.

The Board thoroughly reviewed the 2017-18\* Annual Budget due August 31, 2016. The Board made amendments to projected salaries budgeting for a 3% increase for employees in 2017-18, and reduced the amounts budgeted for printing, dues & subscriptions, telephone, and utilities for 2016-17 and 2017-18\*. Dr. Griffin moved to accept the 2017-18\* Budget as amended. The Board unanimously approved this motion. Ms. Monic requested to go to executive session after public hour was over to further discuss contract dispositions. The Board unanimously agreed.

Ms. Monic reported that Postlethwaite & Netterville completed the Annual Financial Compilation Report provided for the Board's review, The report was submitted timely to OSRAP and the La. Legislative Auditor. Dr. Boggs moved to confirm the 2015-16 Annual Financial Compilation report.

Ms. Monic reported that the La. Legislative Auditor had requested to engage with the Board to conduct an audit for 2015-16. The Board reviewed the engagement letter and approved the engagement for an amount not to exceed \$1,485.

**Oral Examination Committee Report** – Dr. Boggs reported that she had completed her recommendations for revision of case vignettes and would send those to Ms. Monic for updating. Dr. Burnett reported that there were additional typographical errors found and corrected this date. Dr. Boggs reported that all examinees who presented for oral examinations this date passed as follows:

**ORAL EXAMINATIONS [LSA-R.S. 42.6.1]:**

***Kimberly Sherman, Ph.D.*** appeared before Board Members, Drs. Burnett and Lambert for an oral examination for licensure. Dr. Lambert presented the results of the examination to the full Board with a motion that the Board grant **Dr. Sherman** a license to practice psychology with a declared specialty in School Psychology. The Board, after discussion, unanimously approved the motion by roll call vote as follows: Boggs - YEA, Burnett - YEA, Griffin - YEA, Lambert – YEA

***Vivian E. Piazza, Ph.D.*** appeared before Board Members, Drs. Griffin and Boggs for an oral examination for licensure. Dr. Griffin presented the results of the examination to the full Board with a motion that the Board grant **Dr. Piazza** a license to practice psychology with a declared specialty in Clinical Psychology. The Board, after discussion, unanimously approved the motion by roll call vote as follows: Boggs - YEA, Burnett - YEA, Griffin - YEA, Lambert – YEA

***Corinn H. Johnson, Ph.D.*** appeared before Board Members, Drs. Griffin and Boggs for an oral examination for licensure. Dr. Lambert presented the results of the examination to the full Board with a motion that the Board grant **Dr. Johnson** a license to practice psychology

with a declared specialty in Clinical Psychology. The Board, after discussion, unanimously approved the motion by roll call vote as follows: Boggs - YEA, Burnett - YEA, Griffin - YEA, Lambert – YEA

***Rebecca A.E. Smith, Ph.D.*** appeared before Board Members, Drs. Burnett and Lambert for an oral examination for licensure. Dr. Lambert presented the results of the examination to the full Board with a motion that the Board grant **Dr. Smith** a license to practice psychology with a declared specialty in Clinical Psychology. The Board, after discussion, unanimously approved the motion by roll call vote as follows: Boggs - YEA, Burnett - YEA, Griffin - YEA, Lambert – YEA

***Jacklyn N. Ruhl, Ph.D.*** appeared before Board Members, Drs. Griffin and Boggs for an oral examination for licensure. Dr. Boggs presented the results of the examination to the full Board with a motion that the Board grant **Dr. Ruhl** a license to practice psychology with a declared specialty in Clinical Psychology. The Board, after discussion, unanimously approved the motion by roll call vote as follows: Boggs - YEA, Burnett - YEA, Griffin - YEA, Lambert – YEA

***Mandy Musso, Ph.D.*** appeared before Board Members, Drs. Burnett, Griffin, Boggs and Lambert for an oral examination for licensure. Dr. Griffin presented the results of the examination to the full Board with a motion that the Board grant **Dr. Musso** a license to practice psychology with a declared specialty in Clinical Neuropsychology. The Board, after discussion, unanimously approved the motion by roll call vote as follows: Boggs - YEA, Burnett - YEA, Griffin - YEA, Lambert – YEA

**Jurisprudence Examination Committee** – Dr. Burnett requested that the Board review the Jurisprudence Score in the Policy and Procedures Manual (PPM). After review, Dr. Burnett requested amending the PPM to require the passing score to be 21 correct of 27.

**Continuing Professional Development Committee** – Dr. Lambert reported that the July 1, 2016 renewals opened with 5 Provisional Licensees, 9 Licensed Specialists in School Psychology, and 758 Licensed Psychologists. Renewals Closed on July 31, 2016 with 5 Provisional Licensees, 9 Licensed Specialists in School Psychology, and 735 Licensed Psychologists of which 51 registered as retired and received a reduced fee. 23 licensees allowed their license to lapse.

**Legislative Oversight Committee Report** – Dr. Burnett updated the Board on the progress of the ***Task Force for Meaningful Oversight (SCR65)*** explaining that the Board’s responses to task force questions were provided. The second meeting is scheduled for September 26, 2016.

**Supervision/Credentials Review** - Dr. Burnett reported the results of the file reviews conducted this date in Executive Session as follows:

**FILE REVIEWS [LSA-R.S. 42.6.1]:**

Dr. Burnett reviewed and presented the Application for License of **Alexandra Sims, Ph.D.** to the Board with a motion to confirm her Candidacy status and invite her to take the Oral

and Jurisprudence Examinations for Licensure. The Board discussed the motion. The motion passed unanimously.

Dr. Boggs reviewed and presented the Application for Provisional License of **Genevieve E. Lapre, Ph.D.** to the Board with a motion to confirm her Candidacy status and approve her Provisional License upon receipt of passing the Jurisprudence Examination. The Board discussed the motion. The motion passed unanimously.

Dr. Griffin reviewed and presented the Application for License of **Patrick Bell, Ph.D.** to the Board with a motion to confirm his Candidacy status and invite him to take the Oral and Jurisprudence Examinations for Licensure. The Board discussed the motion. The motion passed unanimously.

Dr. Burnett reviewed and presented the Application for License of **Matthew D. Sobesky, Psy.D.** to the Board with a motion to confirm his Candidacy status and invite him to take the Oral and Jurisprudence Examinations for Licensure. The Board discussed the motion. The motion passed unanimously.

Dr. Boggs reviewed the Military Application for License of **Monica S. Guidry, Psy.D.** to the Board with a motion to approve a 30 day Temporary Practice Provision under La. Administrative Code, Title 46, Part LXIII. §1003. as Dr. Guidry completes the requirements for full licensure. The Board discussed the motion. The motion passed unanimously.

Dr. Burnett reviewed and presented the Application for License of **Harold Steinitz, Ph.D.** to the Board. The Board discussed the investigation of the applicants file including credentials and past disciplinary action. Dr. Griffin, under the provisions of La. R.S. 37:2359.B.(1), (2)(b), and (9) moved to deny candidacy and subsequently licensure to this applicant. The Board discussed the motion. The motion passed unanimously.

Dr. Burnett reviewed and approved the Supervised Practice Plan of **James A. Hernandez, Ph.D.**

**Connie Cassels, S.S.P** – LSSP Committee, after review and discussion, found Ms. Cassels's Application to be complete upon receipt of passing Jurisprudence Exam and therefore recommends Ms. Cassels for licensure as a Specialist in School Psychology pending passing Jurisprudence Examination. Dr. Burnett moved in favor of accepting the recommendation. The motion passed unanimously.

**Carey L. Day, M.S., S.S.P** – LSSP Committee, after review and discussion, found Ms. Day's Application to be complete upon receipt of passing Jurisprudence Exam and therefore recommends Ms. Day for licensure as a Specialist in School Psychology pending passing Jurisprudence Examination. Dr. Lambert moved in favor of accepting the recommendation. The motion passed unanimously.

**Jason Talbot, S.S.P** – LSSP Committee, after review and discussion, found Mr. Talbot's Application to be complete upon receipt of passing Jurisprudence Exam and therefore

recommends Mr. Talbot for licensure as a Specialist in School Psychology pending passing Jurisprudence Examination. Dr. Griffin moved in favor of accepting the recommendation. The motion passed unanimously.

Dr. Lambert reviewed the request of **Elizabeth Carey, Ph.D.** for Oral Examination to recognize an additional specialty in Clinical Psychologist. Dr. Lambert moved that the Board invite **Dr. Carey** to take the Oral Examination for Respecialization in Clinical Psychology. The Board discussed the motion. The motion passed unanimously.

**Long Range Planning/Awards Committee:** Dr. Burnett reviewed the LRP discussion assignments. It was affirmed that the rules were promulgated to accommodate an expedited process for military applicants, therefore, this topic was removed from the LRP agenda.

There was no report from the following committees:

***LSBEP Education & Outreach***

**Complaints Committee:** Dr. Burnett reported on Disciplinary Actions for the 2015-16 Fiscal Year as follows: There were 18 Request for Investigations received, 11 remain open, 7 were closed. Four were against non-psychologists. No Impaired Psychologist Procedure Agreements were enacted. There were two hearings in 2015-16, one case was dismissed and one resulted in disciplinary action. The case resulting in disciplinary action is on appeal.

## **DISCUSSION ITEMS**

1. Virtru – The Board approved the expenditure of \$5/month to utilize the secure email product offered by Virtru which is HIPAA, CJIS and CFPB compliant.
2. Elections for Vacancy occurring June 30, 2017 – Ms. Monic reported that the new election season will begin with the Call for Nominations on October 1<sup>st</sup> – 31<sup>st</sup> followed by the announcement of nominees at the November meeting tentatively set for November 11<sup>th</sup> or 12<sup>th</sup>. She requested Board approval to continue using the online election service of Simply Voting reporting a quote for approximately 735 electors for \$394 or \$0.40 per elector. Dr. Lambert moved to approve the expenditure of this amount. The motion passed unanimously.
3. Long Range Planning Meeting/ Awards Ceremony 2016 – The Board discussed the Annual Long Range Planning Meeting and Awards Ceremony Dr. Burnett suggested that the Board plan the Awards Ceremony for the evening of November 10, 2016 to recognize the honorees Dr. Marc L. Zimmermann, Dr. C. Gary Pettigrew, and Dr. Lucinda DeGrange. The Board approved this recommendation and by motion of Dr. Griffin.
4. Military Application Forms review – The Board reviewed and approved the *Military Application for Licensure* form and the *Military Steps Toward Licensure*.
5. Purchase Card (Visa) – The Board reviewed and approved the products for credit offered by their current financial institution and by motion of Dr. Griffin, authorized Ms. Monic to apply for a purchase card guaranteed by the Board with a limit of \$5,000 and no annual fee.
6. Resolution to amend authorized signatories - The Board discussed current signatories on the Neighbors Federal Credit Union account. Dr. Lambert moved that Ms. Monic facilitate removal of all signatories except Darla M.R. Burnett Chair, and Jaime T. Monic, Executive Director and add Phillip Griffin, Vice Chair. The motion passed unanimously. The Board was presented with, reviewed and approved without objection, the Neighbors Federal Credit Union (NFCU) Business Accounts Organization Resolution authorizing Ms. Jaime Monic to act as “Secretary of the Company” for the purpose of facilitating the approval of signatories, authorizing NFCU to honor and pay and charge the accounts any checks, drafts, notes or other orders for payment, withdrawal or transfer of funds or money deposited (electronic or otherwise) based on the signatories approved by the LSBEP; hold harmless NFCU for actions taken by NFCU based on Authorized Signatories; the resolution shall continue in full force and effect until written notice of revocation from LSBEP; and, authorization for the Secretary from time to time add or remove one or more persons who are Authorized Signatories to the signature card and that NFCU shall be entitled to rely upon such statement until it receives a later statement of such person or persons changing such names.

Dr. Griffin moved to adjourn the meeting at 4:30pm. The motion passed unanimously.