

**Louisiana State Board of Examiners of Psychologists  
BOARD MEETING MINUTES**

**Friday, July 19, 2024  
FINAL APPROVED October 18, 2024**

An in-person meeting of the Louisiana State Board of Examiners of Psychologists (Board or LSBEP) at the Office of the Board located at 4334 S. Sherwood Forest Blvd., Suite #C-150, Baton Rouge, LA 70816 was noticed pursuant to La. R. S. 37:2353(B). The final agenda was posted and emailed to individuals and the news media who have requested to receive notices of LSBEP meetings on April 17, 2024. The notice included information on how to view the meeting virtually via Zoom at [https://us02web.zoom.us/j/82507059591?pwd=ecboDCWAcFEbJxz\\_zXEEtBpZ-82zps.1](https://us02web.zoom.us/j/82507059591?pwd=ecboDCWAcFEbJxz_zXEEtBpZ-82zps.1) Passcode: S46L5k Or One tap mobile: US: +13017158592, 82507059591#, \*143629# or +13126266799, 82507059591#, \*143629# Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 301 715 8592; +1 312 626 6799; +1 929 205 6099; +1 253 215 8782; +1 346 248 7799 or +1 669 900 6833 Webinar ID: 825 0705 9591 Passcode: 143629

**ATTENDANCE:**

**Board Members Present:** Dr. Shannae N. Harness, Ph.D., Vice Chair; Dr. T. Shavaun Sam, Ph.D.; Dr. Shawanda Woods-Smith, Psy.D.; and, Dr. Matthew Holcomb, Ph.D.\*

\*Dr. Holcomb arrived at 10:49 a.m. and departed early.

**Board Members Absent:** Dr. Michelle B. Moore, Psy.D., Chair

**Vacancy:** Public Board Member

**Staff Present:** Executive Director, Jaime Monic; Executive Counsel/Prosecuting Attorney, Courtney P. Newton, No. 29373; Administrative Assistant, Jalyne Brown

**In-Person Attendees:** Koren Boggs, Ph.D., Chanelle Batiste, Danielle Mason

**Zoom Attendees:** Aline Milfort, Psy.D., NCSP, Juliet Catrett, Darrel Spinks, Krista Edwards, Andrea Miles, Brenda Skiff, Lauren Keller, Kim VanGeffen, Mike Hawk, Michelle Moore, Jacques Lemaire

**OPEN MEETING**

- A. CALL TO ORDER:** A quorum of members being present, the Board Vice-Chairperson, Dr. Harness, called the meeting to order at 9:19 a.m. on Friday, July 19, 2024.
- B. DECARATION OF PURPOSE:** Dr. Harness read the mission statement as follows, “It is hereby declared that the creation of a state board of examiners of psychologists is necessary in order to safeguard life, health, property, and the public welfare of this state, and in order to protect the people of this state against unauthorized, unqualified, and improper application of psychology.”
- C. REVIEW AND APPROVAL AND AGENDA:**

Dr. Harness opened the matter for discussion. Dr. Sam identified that a correction is needed for typographical error regarding the year in Agenda section J.8.f. The correct information is: “July 3, 2024 letter from ASPPB to members regarding Texas FTC Complaint.” Dr. Sam moved to accept Agenda with revision to correct year. The motion to approve the agenda passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against: (0); Abstained: (0); Absent: (2) Holcomb, Moore
- D. ELECTION OF OFFICERS**
  - 1. **Call for Nominations/Self-nominations for Chairperson/Vice Chairperson**
  - 2. **Declaration for closing nominations and vote.**

Dr. Harness called for nominations and self-nominations for the position of chairperson. Dr. Sam nominated Dr. Harness for the position of chairperson. Dr. Harness accepted the nomination. No other nominations for the position of chairperson were made. Dr. Harness called for public comment. None. Dr. Sam made a motion to put the matter to a vote. The motion that Dr. Harness serve as chairperson passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against: (0); Abstained: (0); Absent: (2) Holcomb, Moore. Dr. Harness accepted the position of Chairperson for the 2024-2025 fiscal year.

Dr. Harness called for nominations and self-nominations for the position of vice-chairperson. Dr. Harness nominated Dr. Sam for the position of chairperson. Dr. Sam accepted the nomination. Dr. Sam nominated Dr. Holcomb for the position of vice-chairperson. As Dr. Holcomb was not present to accept nomination, Dr. Sam withdrew nomination. No other nominations for the position of vice-chairperson were made. Dr. Harness called for public comment. None. Dr. Harness made a motion to put the matter to a vote. The motion that Dr. Sam serve as vice-chairperson passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against: (0); Abstained: (0); Absent: (2) Holcomb, Moore. Dr. Sam accepted the position of Vice-Chairperson for the 2024-2025 fiscal year.

### **3. New Chair's Privilege:**

- a. DISCUSS GOALS AND OBJECTIVES:** Dr. Harness took privilege and read the following statement into the record:

*“Good Morning, It is both an honor and a privilege to stand before you as the incoming Chairperson of LSBEP. I would like to begin by extending my heartfelt gratitude to our outgoing Chair, Dr. Michelle Moore, for her exemplary leadership and dedication. The efforts and contributions of past chairs have shaped our board's success and laid a strong foundation for us to build upon. As I step into this role, my vision is to continue building on this strong foundation. My primary goals will be to foster a culture of respectful collaboration, enhance professional development opportunities and standards of psychological practice, ensure ethical compliance, and protect the welfare of the public. To achieve these goals, we will focus on: 1. Enhancing Professional Development: Reviewing rules to ensure the removal of any unintended barriers to licensure due to operational procedures Providing resources and opportunities for continuous learning and growth for all licensees. 2. Raising Practice Standards: Continuously updating our regulatory framework to incorporate the latest research and best practices in psychology. 3. Public Protection and Advocacy: Ensuring that the public has access to safe, effective psychological services and advocating for policies that support mental health services and reduce stigma. I am excited to work alongside such a dedicated staff and committed board members to achieve these goals. Together, we will uphold the integrity of our profession and make meaningful contributions to the well-being of our community. Thank you for your trust and support. Sincerely, ,Dr. Shannae Harness”*

**RECESS:** Due to technical difficulties, Dr. Harness called for a recess at 9:26 a.m. At 9:29 a.m., the technical difficulties were resolved and the meeting resumed.

- b. COMMITTEE APPOINTMENTS:** Dr. Harness moved to continue the matter due to Dr. Holcomb's absence. The motion that committee appointments be continued until Dr. Holcomb's arrival at the meeting passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against: (0); Abstained: (0); Absent: (2) Holcomb, Moore.

**E. COMMITTEE AND LIAISON REPORTS:** The Board received the following reports:

**1. Executive Committee Report**

**a. Operations/Updates Executive Director Monic reported on the operations of the Board as follows:**

- Regular operations have continued. Additional projects and happenings included: the hiring of Executive Counsel, Courtney Newton by the Executive Committee; onboarding and orienting Ms. Newton; Roll-out of new Licensing Portal for license renewals (this included staff training on new system, identifying system bugs, create training for licensees, revisions and updates to website, support to licensees for renewals. The transition from paper to online applications will begin following license renewals. Following that roll out, staff can begin focusing on Phase 2 which will incorporate the registration and renewal of ATAP's.
- Meetings attended since last meeting:  
6/4/24 LSSP Meeting  
6/21/24 Board Oral Examinations/Special Meeting  
Met with Robert Romig, Executive Director of Texas Board of Examiners of Psychologists to learn about proposed resolution to amend ASPPB Bylaws. Approximately 16 other jurisdictions were in attendance.  
Met with Teanne Rose, Executive Director of Oklahoma Board of Examiners of Psychologists regarding OK's interest in a Reciprocity Agreement with Louisiana.  
Regular meetings and emails with Covalent on licensing system development.
- **NEW APPLICATIONS RECEIVED**

APPLICATION TYPE	Apr '24	May '24	June '24	Total
LSSP	0	0	1	1
REGULAR	4	1	4	9
TEMPORARY	2	3	2	7
ATAP	1	2	3	6
TOTAL	7	6	10	23

- b. **Renewal Report: Open July 1, 2024** Executive Director Monic reported on renewals as follows: Renewals opened timely on July 1st. Under the new system, 856 Licensees were active and eligible to renew. There were a few bugs found in the new system related to uploading CPD documentation and the system calculating reduced fee for qualifying licensees. Many who qualified went on and renewed at the full rate and are now asking for refunds. The system is automatically flagging individuals who have not completed their CPD prior to completing the renewal form and paying the renewal fee. For those licensees, it is automatically applying an extension fee and allowing entry of an extended date to renew in line with already established procedures. Staff is collecting renewal applications and fees and manually processing renewals for ATAPS.

**2. Finance Committee**

- a. Executive Director Monic read the Quarterly Financial Report as follows:

QUARTERLY FINANCIAL REPORT			
REPORTING PERIOD: Ending May 31, 2024			
Date Report Prepared: July 18, 2024			
Name of Preparer: Jaime T. Monic			
TYPE	AMOUNT	BUDGETED	Trends/Notes
INCOME:			

Income:	\$392,501	\$404,196.28 \$397,921	There is one month remaining in FY 2023-24. The Board is \$5420 from its projected goal and expected to meet or exceed the projection.		
EXPENSES:					
Expenses:	\$352,188.78	\$514,443.00 \$536,936	Expenses are below the budgeted by However are anticipated to be closer to the budgeted amount once 2023-24 expenses are paid, which include the remainder of the first phase of the new program development.		
INCOME SUMMARY JANUARY					
	FEB	MAR	APR	MAY	FY YTD
Monthly Income	7,088.24	8,028.97	7,171.08	4,461.67	\$392,501
Monthly Expense	-27,145.90	-19,843.05	-18,901.43	-27,351.44	-\$352,188.78
Total Net Income	(-20,057.66)	(11,814.08)	(-11,730.35)	(22,889.77)	\$40,313
Cash on hand					\$202,490.97
Financial Reports have been prepared by Griffin & Furman LLC and provided to members for the months February, March, April & May 2024. The 2023-24 Fiscal year ended on June 30th. Those statements and AFR have not yet been finalized. The new QuickBooks online program was upgraded to Online Plus so that the budget function and class tracking (expense tracking for complaints) could be incorporated. This increased the subscription cost from \$30/month to \$90/month a discount of approximately \$7 a month was awarded for payment in full. As of May 31, 2024: The budget is stable and the Board has projected funds to operate through the end of FY 2023-24. The Board's cash on hand at the beginning of the fiscal year was \$171,502.35, additional revenue collected through May 2024 totaled \$392,501 for a total of \$564,003. The Board has projected to collect an additional \$5,420 by the end of the current fiscal year. Amendments to the current 2023-24 will be discussed based on actual income and developments. The Board has \$23,796.50 in receivables.					
<b>Board Strategy Recommendations:</b>					
Focus on adopting new processes and procedures to implement Legislative Performance Audit recommendations including adopting a disciplinary matrix. The Board is in the process of implementing a financially sustainable option for secure technology making for more efficient means of processing applications, renewals, reducing paperwork and workload. Eventually, the reduced amount of physical file storage could potentially reduce the cost of real-estate needed to store paper files. The Board has met its goal to fill the vacant attorney position, and is in a much better position for succession planning.					
<b>Recommendations for long term goals:</b> 1. achieve and maintain a reserve balance to cover deferred liability plus unexpected expenses (e.g. hearing costs, lawsuits, major technology developments, moving) plus 3-6 months of operating expenses. Consider creating policy guidelines for Board approval to tap your reserve and then rebuild that amount. 2. review rules to develop efficiency in regulating, specifically related administrative fines for minor offenses (e.g. failure to maintain current contact information as required, late registration of ATAP’s, and adopt structure for calculating fees to assess in informal complaint resolutions).					

### 3. Complaints Committee

- a. Complaint/Investigation Report: Attorney Newton reported on Complaints and Investigations as follows:

<b>Reporting Period: 4/17/2024 - 7/18/2024</b>	
1)	Total Number of Requests for Investigation (RFI) received since last report: 4
2)	Board-initiated RFIs since last report: 1 of 4
3)	Total number of Open Cases: 18
4)	4 informal resolutions in negotiations (3 Consent Orders / 1 IPPA)
5)	14 Active Investigations:
a)	2 from FY 2019-2020

- b) 0 from FY 2020-2021
- c) 4 from FY 2021-2022
- d) 6 from FY 2022-2023
- e) 4 from FY 2023-2024
- f) 2 from FY 2024-2025
- 6) Total Orders being monitored: 3
- 7) Matters to Docket:
  - a) Formal Hearing: November 14 and 15, 2024 (15 if single day hearing)
  - b) Face-to-Face: 1 to be docketed

- 4. **Continuing Professional Development Committee:** Dr. Harness Reporting. Nothing to Report
- 5. **Jurisprudence Examination Committee:** Dr. Woods-Smith Reporting. Nothing to Report
- 6. **Legislative Oversight Committee:** Report on 2024 Regular Legislative Session. Dr. Sam moved to continue report until Dr. Holcomb's arrival. Dr. Harness asked for public comment. None. The motion that the Legislative Oversight Committee report be continued until Dr. Holcomb arrives at the meeting passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against: (0); Abstained: (0); Absent: (2) Holcomb, Moore.
- 7. **Liaison to Professional Organizations and Boards: Report from Liaison to Professional Organizations and Board:** Dr. Sam moved to continue report until Dr. Holcomb's arrival at meeting. Dr. Harness asks for public comment. None. The motion that the Liaison to Professional Organizations and Boards report be continued until Dr. Holcomb's arrival at the meeting passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against: (0); Abstained: (0); Absent: (2) Holcomb, Moore.
- 8. **Long Range Planning Committee:** Dr. Harness Reporting. Nothing to Report.
- 9. **Oral Examination Committee:** Dr. Sam Reporting. Nothing to Report.
- 10. **Public and Professional Outreach Committee:** Dr. Sam Reporting. Nothing to Report.
- 11. **Supervision/Credentials Committee:** Dr. Sam Reporting. Nothing to Report.

#### **F. CONSENT AGENDA**

- 1. **Review and consideration of item removal:** Consent Agenda was reported by Dr. Sam. Dr. Harness asked for objections, if any, to the Consent Agenda. Dr. Sam identified the names Heather Warchocki, Edan Critchfield and Barbara Hamm were repeated on the Consent Agenda, and also noted that she was the reviewer for ATAPS Andrea LaPlante and Jean Boudreaux. Information corrected herein below.

- 2. **Items of consideration for affirmation, ratification, adoption, approval and conferral:**

#### **Minutes (Approval):**

April 19, 2024 and June 21, 2024

- a. **Financial Statements Received (Affirm and Ratify):**

Monthly Financials: Statement of Assets, Liabilities, & Equity – Modified Cash Basis Months of February, March, April and May 2024.

**b. Temporary Registrations approved (Affirm and Ratify):**

Name	State of Residence	Reviewer	Date of review/Result
Heather Warchocki	New York	J.Monice	4/15/2024 Approved
Edan Critchfield	Texas	J.Monice	5/1/2024 Approved
Barbara Hamm	Massachusetts	J.Monice	5/1/2024 Approved
Mindy Mechanic	California	J.Monice	5/1/2024 Approved
Cecily Anders	New York	J.Monice	6/26/2024 Approved
Alison Reuter	Arizona	J.Monice	6/26/2024 Approved

**c. Review Supervised Practice Plan (Affirm and Ratify):**

Applicant	Supervisor	Reviewer	Date of review/Result
RAY,Michael	Jacklyn Ruhl	M.Holcomb	5/16/2024 Approved
LOWN, Elizabeth	Donna Aucoin	S.Woods-Smith	5/24/2024 Approved
RIDHA,Betool	Kelly Bolger	S. Woods-Smith	5/31/2024 Approved

**d. Review for Candidacy Status and issued Provisional Licensure (eligible for EPPP) (Affirm and Ratify):**

Candidate	Supervisor	Reviewer	Date of review/Result
Ray,Michael	Jacklyn Ruhl	M.Holcomb	05/16/24 invite to EPPP 6/11/24 approved for provisional
LOWN,Elizabeth	Donna Aucoin	M.Holcomb	05/16/24 recommend for full board review
GUTIERREZ, Raquel	Rebecca Routhbaum, Catherine Kiracofe	M.Holcomb	05/16/24 invite to EPPP and provisional

**e. Review for Candidacy Status (eligible for EPPP) (Affirm and Ratify):**

Candidate	Reviewer	Date of review/Result
None to report		

**f. Review for Oral Examination Scheduling (Affirm and Ratify):**

Candidate	Reviewer	Date of review/Result
FRANK,Jamie	T S Sam	5/22/24 invite for oral
PITTMAN, Demietrice	T S Sam	5/22/24 invite for oral
MAIR, Barbara	T S Sam	5/22/24 additional information requested 6/3/24 invite for oral
SIMON, Kathryn	T S Sam	5/22/24 invite for Oral Exam
SPROUSE, Adrienne	M.Holcomb	05/16/2024 Invite for Oral Exam
LATTA, Amy	S. Woods-Smith	5/31/24 Invite for Oral Exam
BELL, Elspeth	S. Woods-Smith	5/31/24 Invite for Oral Exam

**g. Reciprocity Review for Face to Face Scheduling (Affirm and Ratify):**

Candidate	Reviewer	Date of review/Result
None to report		

**h. Oral Examination Licensure recommendations of applicants and candidates who have completed all licensing requirements, including passing LSBEP's Jurisprudence and Oral Examinations (Board Conferral):**

Name	Declared Specialty	Date of Examination	Examining Members
NONE TO REPORT			

- i. **Reciprocity Licensure recommendations for Board conferral of applicants and candidates who have completed all licensing requirements, including passing LSBEP's Jurisprudence and Face to Face Interview:**

Name	Declared Specialty	Date of Examination	Examining Members
NONE TO REPORT			

- j. **License Reinstatements for Board conferral:**

Name	Reviewer	Date of review/Result
RANSOM, Sean	T.S. Sam	6/3/2024 Approved

- k. **Continuing Professional Development Reviews (Affirm and Ratify):**

Name	Review Type	Reviewer	Date of review/Result
RAYBURN, Sarah Miller	Licensee Preapproval	S. Harness	1/16/2024 Approved
CHENIER, Katherine	Licensee Preapproval	M. Holcomb	2/1/2024 Approved

- l. **Respecializations of Licensed Psychologists:**

Name	Respecialization Area	Reviewer	Date of review/Result
NONE TO REPORT			

- m. **LSSP Committee Recommendation for Licensure:**

Name	Reviewer	Date of review/Result
NONE TO REPORT		

- o. **Application for Registration of an Assistant to a Psychologist:**

Primary Supervisor	ATAP NAME	Supervisors(S)	Date of review/Reviewer
LaPlante, Andrea	HEIM, Randon	No Additional	6/17/2024 Approved S. Sam
Jean Boudreaux	Olivier, Patricia	Gina Gibson	6/17/2024 Approved S. Sam

- p. **Miscellaneous:**

Action	Reviewer	Date of review/Result
To affirm the employment of Courtney P. Newton	Executive Committee: Michelle Moore, Shannae Harness, Jaime Monic	Date of Hire: 6/11/2024. Under delegated authority of the Board 4/19/2024

\*\* FILE REVIEWS: All file reviews are conducted independently.

3. **Call for objections/approval of Consent Agenda:** Dr. Harness moved to approve, accept, confirm, and ratify the Consent Order as read and all matters set forth with addition of Dr. Sam to be listed as the "reviewer" for ATAPs. There was no objection. Dr. Harness asks for public comment. None. The motion to approve accept, confirm, and ratify the Consent Order as read and all matters set forth therein with addition of Dr. Sam to be listed as the "reviewer" for ATAPs passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against: (0); Abstained: (0); Absent: (2) Holcomb, Moore.

## **G. EXECUTIVE SESSION**

Dr. Harness moved to enter into Executive Session at 10:08 a.m. as authorized by La. R.S. 42:17.A.(4) to discuss the following:

1. **SUPERVISION AND CREDENTIALS REVIEW COMMITTEE File Reviews [LSA-R.S. 42.17.A(1)]:**
  - a. Elizabeth Lown, Ph.D., Supervisor George Hebert
2. **COMPLAINTS [LSA-R.S.42.17.A(4)]**
  - a. P19-20-15B – Tentative, Pending Informal Resolution
  - b. NP22-23-13P – Recommendation for dismissal.
  - c. NP22-23-15B – Board review to determine investigation of non-licensee and assign a Board Member to coordinate.
  - d. NP23-24-09LSSP – Board review to determine investigation of non-licensee and assign a Board Member to coordinate.
3. **Review of Qualifications for Independent Psychological Evaluators to facilitate La. R.S. 37:2356.H.**
  - a. Lauren Rasmussen
  - b. Christina Morgan
  - c. Sadie Doll

Following an opportunity for discussion, the matter was put to a vote. The motion to enter into Executive Session passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against: (0); Abstained: (0); Absent: (2) Holcomb, Moore.

**OPEN MEETING:** Dr. Sam moved to exit Executive Session at 10:08 a.m. Following an opportunity for discussion, the matter was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against: (0); Abstained: (0); Absent: (1) Moore.

**Continued Agenda Items:** Due to Dr. Holcomb's arrival at 10:49 a.m. during Executive Session, Dr. Harness moved for Board for discussion and action on all continued Agenda items. Following opportunity for discussion, the matter was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against: (0); Abstained: (0); Absent: (1) Moore.

#### **CON'T COMMITTEE AND LIAISON REPORTS:**

**6. Legislative Oversight Committee:** Dr. Holcomb reported on the 2024 Regular Legislative Session. Dr. Holcomb reported that the 2024 Regular Legislative Session was very busy, good, and productive session which included rulemaking.

**7. Liaison to Professional Organizations and Boards:** Dr. Holcomb reporting. Nothing to Report.

#### **CON'T ELECTON OF OFFICERS, New Chair's Privilege**

- b. **Committee Appointments:** Dr. Harness opened discussion on Committee appointments. Dr. Harness considered board member interests and time to serve on Board Committees. Dr. Harness made board member appointments to the following committees:
  - **Executive Committee:** Drs. Harness and Sam
  - **Finance Committee:** Drs. Harness and Holcomb
  - **Complaints Committee:** Dr. Harness
  - **Continuing Professional Development Committee:** Drs. Sam (Chair) and Woods-Smith
  - **Jurisprudence Examination Committee:** Drs. Holcomb (Chair) and Woods-Smith



- **Legislative Oversight Committee:** Drs. Holcomb (Chair) and Moore/new member
- **Liaison to Professional Organizations and Boards Committee:** Drs. Woods-Smith (Chair) and Moore/new member
- **Long Range Planning Committee:** Drs. Sam (Chair) and Harness
- **Oral Examination Committee:** Drs. Woods-Smith (Chair) and Moore/new member
- **Public and Professional Outreach Committee:** Drs. Sam (Chair) and Moore/new member
- **Supervision Credentials Committee:** Drs. Sam and Moore/new member (Co-Chairs)

## H. Executive Session Motions:

### 1. COMPLAINTS [LSA-R.S.42.17.A(4)]

- a. **P19-20-15B** – Matter still in negotiations. No vote on the matter.
- b. **NP22-23-13P** – Dr. Harness moved to dismiss the matter. Following opportunity for discussion, the motion to dismiss passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against: (0); Abstained: (0); Absent: (1) Moore.
- c. **NP22-23-15B** – Dr. Holcomb was assigned to serve on committee to investigate unlicensed practice at prior meeting. No assignment or vote required.
- d. **NP23-24-09LSSP** – Dr. Sam moved to issue a Notice Letter, initiate further investigation, and that Dr. Sam serve as investigating Board member for this matter. Following opportunity for discussion, the motion to issue a notice letter, for further investigation, and that Dr. Sam serve as investigating Board member passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against: (0); Abstained: (0); Absent: (1) Moore.

### 2. Review of Qualifications for Independent Psychological Evaluators to facilitate La. R.S. 37:2356. H.

- a. **Lauren Rasmussen** – Dr. Sam moved to approve Dr. Rasmussen as an Independent Psychological Evaluator. Dr. Holcomb abstained and left Board room. Following opportunity for discussion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith; Against: (0); Abstained: (1) Holcomb; Absent: (1) Moore.
- b. **Christina Morgan** - Dr. Sam moved to approve Dr. Morgan as an Independent Psychological Evaluator. Following opportunity for discussion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Holcomb Woods-Smith; Against: (0); Abstained: (1) Holcomb; Absent: (1) Moore.
- c. **Sadie Doll** - Dr. Sam moved to approve Dr. Doll as an Independent Psychological Evaluator. Following opportunity for discussion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against: (0); Abstained: (1) Holcomb; Absent: (1) Moore.

**3. SUPERVISION AND CREDENTIALS REVIEW COMMITTEE File Reviews [LSA-R.S. 42.17.A(1)]:**

- a. **Elizabeth Lown, Ph.D., Supervisor George Hebert:** Dr. Sam moved that the Board issue a letter to Dr. Lown informing her that the hours obtained during the period of October 10, 2019 through July 31, 2020 will not apply toward postdoctoral supervision hours required for licensure as based upon information provided, the hours did not meet the requirements set forth in LAC:46.LXIII. Chapter 3. §305. Specialty Areas Following opportunity for discussion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against: (0); Abstained: (0); Absent: (1) Moore.

**I. PUBLIC COMMENTS PERIOD** The Board received public comments at this point in the meeting. Dr. Harness advised there was a 3-minute limit per individual. With consensus of all present, the board agreed to allow public comment to occur during discussion on each action item.

**J. POLICY DISCUSSION/ACTION ITEMS**

1. **SCR 23: a study resolution requiring report submitted to legislature no later than Feb. 1, 2025, to study the shortage of addiction counselors, marriage and family therapists, mental health counselors, psychologists, and psychiatrist.**

Jaime Monic reported on SCR 23. Ms. Monic suggested liaison and work group to include survey. The LSBEP selected Dr. Holcomb and Dr. Woods-Smith serve on the task force. Ms. Monic asked for public comment. None.

2. **SR 167: Creates Task Force on Child Sexual Abuse Investigation Processes. LSBEP chair must appoint child psychologist by August 15, 2024**

Jaime Monic reported on SR 167, recommended that an outreach letter be sent to licensee requesting qualified and interested licensees contact the Board if interested in participating, and that a LSBEP representative be randomly selected from interested licensees. Chair authorized to make selection. Dr. Sam requested that association publicize letter to its members and that letter include notice that participation may require in-person meeting attendance.

3. **SCR 10: LA Dept of Health to coordinate with the LSBEP to implement a plan for providing Medicaid reimbursement for services provided by psychology doctoral interns and post-doctoral fellow.**

Jaime Monic reported on SCR 10. The law presently mandates that licensed psychologists can only receive Medicaid reimbursements. A change in the law allowing for interns and post-doctoral fellows to receive Medicaid reimbursements may impact rules and require revisions. Mrs. Monic recommended formation of a Task Force.

*Public Comment:* Koren Boggs, Ph.D., informed the LSBEP that other states, such as Maryland, have fees schedules. Dr. Boggs recommended that the LSBEP communicate with other states about reimbursement and fee schedule. She further informed the LSBEP that Dr. Ruther at Ochsner would be a valuable resource and that she believes many individuals would be motivated to assist on the Task Force. Dr. Boggs informed the LSBEP that she would ask the LPA to promote the Task Force.

*Board Discussion:* Dr. Sam informed the Board that Nevada has a fee structure. Dr. Sam volunteered to serve as the Representative of the Board.

Dr. Woods-Smith recommended that a representative from Medicaid Services for Louisiana participate on the Task Force.

4. **HCR No. 114: Appoints LSBEP Exec Dir or Designee to study potential expansion of behavioral healthcare providers who are eligible for enhanced Medicaid reimbursement; # of counseling staff in schools; feasibility of staffing at least one social worker per school; feasibility of establishing certain educational programs or incentives to bring more mental health counselors into workforce; effects of changing recommended guidelines for schools to specify the recommended ratio; creating nurse advice lines; equitable reimbursement; removal of administrative burdens; incentives for persons to enter into behavioral health workforces in underserved areas such as scholarships and loan forgiveness.**

Jaime Monic reported on HCR No. 114 and advised the LSBEP that this provides the LSBEP with a good opportunity to license school psychologists who work for the Louisiana Department of Education. Dr. Harness suggested that a committee member from the Licensed School Psychologist Committee would be an appropriate representative.

5. **BUDGET: Draft Revised 2023-24 Ensuing 2024-25. Consider Resolution to Adopt.**

Jaime Monic reported on budget. Dr. Harness questions change in background check accounting. Mrs. Monic advised that the difference is due to La State Police (LSP) changing their policy to use IdentiGo for background checks that removed LSBEP a middleman for collecting payments from applicants and disbursing payments to LSP. Jaime Monic informed the LSBEP that copier budget is incorrect and that she will discuss with the CPA. Dr. Harness asked about the Complaint budget. Per Jaime Monic, the amount is based on contract and Board needs an amount sufficient to finance hearings should such be necessary.

Dr. Harness moved to investigate copy contract and to amend the budget appropriately. Following opportunity for discussion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against: (0); Abstained: (0); Absent: (1) Moore.

RECESS: Dr. Harness moved to recess for 10 minutes. Following opportunity for discussion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against: (0); Abstained: (0); Absent: (1) Moore.

At 12:34 p.m., Dr. Harness moved to reenter open meeting. Following opportunity for discussion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against: (0); Abstained: (0); Absent: (1) Moore.

## 6. **RULES**

- a. **Chapter 8: Continuing Professional Development – Executive Committee  
Emergency Declaration (6-28-24)**

**Public Comment:** Koren Boggs, Ph.D. addressed the LSBEP letter sent to licensees. Dr. Boggs expressed appreciation for service of LSBEP members. She advised the LSBEP that there is significant confusion and frustration regarding reporting CPD, that the rules are unclear, there are typos that render certain sections uninterpretable, subsections are missing. Dr. Boggs stated that the final revised CPD rule was not a realization of the intent of the rule as initially discussed when the process began in 2018. Licensees failed to realize that “pre-approval” was not optional. The intent was about creating optional “pre-approval” in advance at request of licensees. Licensees were surprised because there

was no documentation about shift from optional “pre-approval” as only January meeting minutes published – March minutes not yet published.

Jaime Monic read the LPA letter into Board minutes which expressed significant concern to rules related to continuing education. **Letter Attached.**

Dr. Harness opened the matter for discussion. Dr. Harness made a motion to formally adopt policy which allows for review of CPD application prior to June 30 regardless of whether activity already completed. Following opportunity for discussion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Woods-Smith, Holcomb; Against: (1) Sam; Abstained: (0); Absent: (1) Moore.

**b. Draft Revisions to Louisiana Administrative Code, Title 46, LXIII (previously approved)**

MOTION: Dr. Harness moved to table Agenda Item Nos. 6.b) - Draft Revisions to Louisiana Administrative Code, Title 46, LXIII (previously approved), 6.c) - All new: Master’s Level Licensure to allow public member participation in matters related to ASPPB/EPPP, and 7. – Policy Discussion / Motions. Following opportunity for discussion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against: (0); Abstained: (0); Absent: (1) Moore.\*

**c. All new: Master’s Level Licensure to allow public member participation in matters related to ASPPB/EPPP**

\*See above Motion.

**7. POLICY DISCUSSION/MOTIONS:**

**a. Oral Examination Procedures: Declaration of Specialty (Chapter 3 and 17)**

\*See above Motion.

**b. Determining Qualifications for Supervisors when approving Supervised Practice Plans (Postdoctoral, Masters, and related form updates).**

\*See above Motion.

**8. Matters Related to ASPPB/EPPP:**

**a. Written and Oral Comments Re: EPPP**

i. **Allana Robinson** - Dr. Sam read email sent on Thursday, July 11, 2024, aloud. Dr. Robinson asks the LSBEP to create a plan that supports the LPA with a study process as the ASPPB and the EPPP is becoming more exclusionary on multiple fronts. **See Attached.**

ii. **Danielle Cottonham Mason, Ph.D.** - Dr. Mason voiced support of Dr. Robinson’s statement and advocated for an increase in practitioners of color. Dr. Mason stated the following: (1) ASPPB is dividing and that it is imperative to figure out a way to come together; (2) licensees have to care about future applicants and licensees because the onus cannot be on applicants and unlicensed individuals to take action; (3) the LSBEP has a lot of power to take action; and that her hope/vision is that the Board listens and that we come together creatively and imagine what is possible.

iii. **Chanelle Batiste, Ph.D.-** A letter from Dr. Batiste was emailed to the LSBEP and read aloud. **See Attached.** Dr. Batiste came before the LSBEP in January. She asked LSBEP Board Members what were their thoughts and plans regarding the concerns raised about EPPP. Dr. Batiste warned that part 2 of the EPPP is quickly coming down pipeline and conversations about its negative impact have been ongoing for years. Dr. Batiste explained that when she appeared before the LSBEP in January, she was employed. She is no longer employed because she is not licensed due to the score on the EPPP. She was on post doc at LSU for two years, but no longer able to do so because timed out. Her job ended on June 30. Dr. Batiste argued that a score of 500 does not make sense as the vast majority of people who do not pass are between 400 and 499. When an argument was made to ASPPB about biased test questions, out of 2000 questions, ASPPB only removed 8 questions. Candidates for licensure are not able to function and move forward for reasons not readily explained by what ASPPB has offered. States are organizing – Texas and California.

iv. **Other.** The following emails were read aloud during the public comment period:

**Jennifer Bendig** email dated July 17, 2024 **See Attached.** Dr. Bendigo expressed concerns re EPPP1 racial disparity on pass rates and impending EPPP2. Dr. Bendigo requested that the LSBEP investigate and implement strategies to address concern. She further requested that the LSBEP take a firm stance against EPPP2. She requested that Louisiana follow Texas and request that the implementation of the EPPP2 be put to a vote before member jurisdictions.

**Krista Edwards** letter received July 18, 2024 **See Attached.** Dr. Edwards stated that there is documented evidence of racial discrepancies – Black/Latin-American discrepancies when compared with white counterparts. She advocated a need for deeper investigation. Dr. Edwards disclosed that she failed with EPPP twice with a score between 480 and 495. She is concerned about impact of the EPPP2 on licensure. She requests that the LSBEP investigate the EPPP1 cutoff score and considers lowering the cutoff score. Dr. Edwards further requests that the LSBEP take a firm stance against EPPP2.

**Adrea Miles** email received July 18, 2024 **See Attached.** Dr. Miles has significant concerns regarding the EPPP1 and EPPP. Dr. Miles requests lowering the passing score on EPPP1. Dr. Miles also requested that the LSBEP consider an alternate licensing exam and that the LSBEP demand that ASPPB allow jurisdictions to vote to accept implementation of the EPPP2.

- b. **June 17, 2024 letter from ASPPB to Members regarding the EPPP -** Jaime Monic presented the letter **See Letter Attached.** ASPPB explained that the EPPP is one exam with 2 parts. ASPPB passed a motion to provide a second testing option, pending a feasibility, that would permit a single fee/2-day testing period – the 2 days must take place within 30-day period. After the letter was read, Mrs. Monic stated that at the ASPPB meeting there were comments made by the jurisdictions to address concerns about the EPPP2. The June 17, 2024, letter with guidance was in response to the comments made. Mrs. Monic believes that ASPPB misheard or misunderstood the comments made by jurisdictions.
- c. **Petition to amend ASPPB Bylaws to be adopted and the Annual Meeting of Membership in Dallas, TX on October 31, -November 2, 2024 -** Jaime Monic reported that the TX director contacted regional directors to advise that TX would be putting forth

a petition to amend ASPPB bylaws (Article IV), to state that no jurisdiction shall be required to utilize a program or product utilized by ASPPB as a contingency for membership in ASPPB.

Mrs. Monic informed the LSBEP that Texas has 26 training programs and pressure from the legislature to remove obstacles to licensure. With the EPPP2 addition, ASPPB is creating an additional step to licensure. Texas is trying to prohibit the extra step to licensure without being excluded from ASPPB with the proposed amendment. The proposed amendment will also prohibit the association from having this type of power to require other programs or products on any jurisdiction. Texas has asked for support from jurisdictions for this amendment. Mrs. Monic recommended that the LSBEP decide on a clear opinion regarding the issue and nominate a delegate to be prepared to represent and vote on behalf of the LSBEP at the upcoming ASPPB meeting.

- d. **Texas Behavioral Health Executive Counsel, 6/25/2024 Complaint Against ASPPB for Anti-Competitive Practices and Unlawful Restraint of Trade** - Jaime Monic reported to the Board that on June 25, 2024, the Texas Behavioral Health Executive Counsel filed a Complaint Against the ASPPB for Anti-Competitive Practices and Unlawful Restraint of Trade with the FTC. A copy of the complaint was provided to the Board and read aloud. Ms. Monic reported that at this time, the implications of FTC involvement and the impacts on the LSBEP are unknown. Notwithstanding, Jaime Monic advised the LSBEP that it is the responsibility of the Board that tools, resources, and third parties utilized by the Board to fulfill the legislatively mandated duties and obligations of the Board are valid and reliable. The LSBEP's decision to accept EPPP2 should not be made because ASPPB mandates utilization.
- e. **July 1, 2024, letter from ASPPB to members regarding Board Meeting and EPPP.**  
**Letter Attached.**
- f. **July 3, 2024, letter from ASPPB to members regarding Texas FTC Complaint.**  
**Letter Attached.**

Jaime Monic opened LSBEP discussion, referencing the public comments received on the topic, to request the board consider the impacts of current events on LSBEP's decision to continue to use the EPPP after January 1, 2026, and LSBEP's plan for future legislative and/or rulemaking initiatives regarding to require EPPP2. LSBEP's current position is to review statutory and rulemaking revisions to require the EPPP2.

Dr. Harness moved to nominate a delegate for ASPPB meeting scheduled for October 30-31, 2024. Dr. Harness moved that Dr. Sam serve as voting delegate at the ASPPB October Meeting; Dr. Sam accepted the role. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against: (0); Abstained: (0); Absent: (1) Moore.

Dr. Sam made a motion that if she receives funding to attend the ASPPB October meeting from another source, that the LSBEP fund the attendance of Dr. Woods-Smith at the ASPPB October meeting. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against (0); Abstained: (0); Absent: (1) Moore.

Dr. Sam moved that Dr. Harness attend and serve as the LSBEP voting delegate at the ASPPB spring meeting. The motion passed by unanimous roll call vote of the members

present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against (0); Abstained: (0); Absent: (1) Moore.

Dr. Harness moved to add licensure requirements and standards to long range planning meeting agenda and requested that key stakeholders be in attendance. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against (0); Abstained: (0); Absent: (1) Moore.

Dr. Sam requested that subject matter expert speakers be invited to participate at the Long-Range Planning Meeting.

Public Comment: Dr. Batiste informed the LSBEP that the passing score of 500 is used by all jurisdictions. Passing score of 400 and 450 are typical for Master's level licensure.

Mrs. Monic informed the LSBEP that legislation has passed in Louisiana that requires the Master's level psychologist to take the knowledge portion of the EPPP, but not the skills portion of the EPPP. If the ASPPB mandates that Master's level psychologists take the same testing required by doctorate level psychologists, that will be in direct conflict with Louisiana law.

**9. 2024 Regular Legislative Session Summary: New Legislation, Impacts/mandates on LSBEP**

Attorney Courtney P. Newton reported on the status of the following bills and acts: SB59, HB180, HB265, HB598, HB596, HB408, HB268 (Act 495), SB57(Act 286), SB60(Act 253), SB129(Act 295), SB336(Act 517), HB109(Act 192), HB192(Act 20), HB268(Act 495), HB446(Act 617), HB716(Act 568), HB828(Act 731), and HB872(Act 745).

RECESS: At approximately 2:00 p.m., Dr. Harness moved for recess until technical issues resolved. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against (0); Abstained: (0); Absent: (1) Moore.

At 2:33 p.m., following resolution of technical difficulties, Dr. Harness moved to reenter open meeting. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against (0); Abstained: (0); Absent: (1) Moore.

**RULES CONTINUATION (Agenda Item 6)**

**DRAFT REVISIONS to Louisiana Administrative Code, Title 46, LXIII (previously approved)**

**Chapter 1, § 105:**

Dr. Sam moved to accept the draft language to remove limitations on the number of times a person can take EPPP before a person as to sit out two years before retake. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against (0); Abstained: (0); Absent: (1) Moore.

**Chapter 2:**

The Board discussed the Welcome Home Act and need to ensure law incorporated in licensure rules. Board also discussed term "satisfactory character" and suggested utilizing "good moral character" to ensure continuity of law and rule. Dr. Sam moved to review Chapter 2 draft revisions at next full Board meeting following receipt of information regarding newly enacted legislation. The motion passed by unanimous roll call vote of the members present as follows: In

favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against (0); Abstained: (0); Absent: (1) Moore.

#### **Chapter 5.**

Jaime Monic informed the Board that Chapter 5 rules are on agenda to discuss at the Long-Range Planning meeting. Dr. Sam moved to table the discussion on Chapter 5 rules until the next meeting. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against (0); Abstained: (0); Absent: (1) Moore. Jaime Monic advised that the Board would need to clarify their position on the EPPP/EPPP2 prior to revising Chapter 5 rule. Mrs. Monic asked for thoughts and directions about what the Board wants. Discussions landed on receiving recommendations from the workgroups that were created at last Board meeting to address rules on this topic for Master's level psychologists and the workgroup for Written Examination (skills).

#### **Chapter 7.**

The Board reviewed and discussed fees. Dr. Sam inquired about possibility of having a general "Administrative Fee". Jaime Monic educated Board that law mandates fee schedule. Dr. Harness discussed repeat paperwork fee that was discussed two years ago. Dr. Sam confirmed. Dr. Harness proposed an incomplete application fee. Dr. Harness proposed paper processing fee be renamed and increased to \$75.00. Dr. Sam moved to table discuss to future Board meeting. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Harness, Sam, Woods-Smith, Holcomb; Against (0); Abstained: (0); Absent: (1) Moore.

*Dr. Holcomb left the meeting at this point of the discussion.*

#### **Chapter 8.**

Board discussion of CPD requirements including workshops, teaching, multiplier, "sponsored", conferences, and number of required CPD.

Dr. Sam made a motion to retract all rule revisions made. The motion failed with Board members voting as follows: In favor: (1) Sam; Against: (2) Harness, Woods-Smith; Abstained (0); Absent: (2) Holcomb, Moore.

Dr. Sam made a motion to change the CPD rule requirements to 30 approved hours per biennial reporting period to include 2 hours of ethics and 2 hours of multiculturalism or diversity. The Board discussed the matter. Jaime Monic provided the Board with CPD data from ASBPD: the majority of boards require 40 hours of CPD every 2 years (16 boards); 9 boards require 20 CPD hours per year; six boards require 30 CPD hours per 2 years, and 3 states require 20 CPD hours every 2 years. The matter was put to a vote. The motion failed with Board members voting as follows: In favor: (0); Against: (3) Harness, Sam, Woods-Smith; Against (0); Abstained (0); Absent: (2) Holcomb, Moore.

Dr. Sam moved to discontinue section related to professional and other activities as part of CPD. The Board discussed the matter. Dr. Sam withdrew the motion.

Dr. Harness moved to table further discussion on Chapter 8 rules until next full Board meeting. The motion passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against (0); Abstained: (0); Absent: (2) Holcomb, Moore.

#### **Section 1907.**



Jaime Monic presented final language and reminded the Board that it reviewed a redlined copy and requested adoption of the revised language at last meeting. Mrs. Monic asked if there were any objections to moving forward. No objections.

### **Section 3202.B.**

Dr. Sam moved to authorize staff to move forward with rulemaking for adopted changes in Chapter 1, Section 1907, and Section 3203.B. The matter was open for discussion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against (0); Abstained: (0); Absent: (2) Holcomb, Moore.

### **All new: Master's Level Licensure**

Jaime Monic reported that ASPPB published a workflow, a recommended scope, recommended regulations, and advised that the Committee review the report. Dr. Sam provided some of the data for the report. Per the request of the Board, Jaime Monic is to communicate with Dr. Henke to appoint an LPA member to serve on the committee. The Board requested that a draft of the Master's Level Licensure rules be put on October Agenda.

## **POLICY DISCUSSION/MOTIONS (Agenda Item 7):**

### **Oral Examination Procedures: Declaration of a Specialty (Chapter 3 and 17)**

The Board discussed issues related to declaration of specialty. Chapter 17 rules read. Concerns about consistency expressed. Dr. Sam requested that Chapter 17 be included in future rule revisions. At present, applicants must complete form as instructed.

Additional discussion regarding determining supervisor qualifications when approving Supervised Practice Plans; consider opinions and forms update for clarification (Supervised Practice Plan, Postdoctoral, Masters, and related form updates).

### **MINUTES (Con't)**

Dr. Sam made a motion to approve June 21, 2024, minutes. The matter was open for discussion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against: (0); Abstained: (0); Absent: (2) Holcomb, Moore.

Dr. Woods-Smith made a motion to approve April 19, 2024, minutes. The matter was open for discussion. The motion passed roll call vote of the members present as follows: In favor: (2) Harness, Woods-Smith; Against: (0); Abstained: (1) Sam; Absent: (2) Holcomb, Moore.

Dr. Harness made a motion to adjourn the Board meeting at 5:17 p.m. The matter was open for discussion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (3) Harness, Sam, Woods-Smith; Against: (0); Abstained: (0); Absent: (2) Holcomb, Moore.

The meeting adjourned at 5:17 p.m.

ATTACHMENTS: