

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

Friday, October 21, 2022
APPROVED: November 18, 2022

The meeting of the Louisiana State Board of Examiners of Psychologists (Board or LSBEP) was noticed and the agenda was posted and emailed to individuals and the news media who have requested to receive notices of LSBEP meetings Wednesday October 19, 2022. 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 Passcode: S46L5k

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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

I. CALL TO ORDER: Board Chairperson, Dr. Greg Gormanous, called the meeting to order at 9:05 a.m. on Friday, October 21, 2022.

Attendance:

Board Members Present: Dr. Greg Gormanous, Dr. Michelle Moore, Dr. Shannae Harness, Dr. T. Shavaun Sam and Dr. Matthew Holcomb

Board Members Absent: Mr. Chance McNeely

Staff Present: Executive Director, Jaime T. Monic

Guests Present: None

Zoom Attendees: Richard Niolon, Ph.D., Kim E. VanGeffen, Ph.D.

II. DECLARATION OF PURPOSE: Dr. Gormanous 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."*

III. CHAIR'S DECLARATION: Dr. Gormanous read the following statement of service for the record as follows:

"My service on LSBEP is to ensure that consumers of psychological services are protected against any unqualified, harmful and unauthorized practice, application or use of psychology. I serve as a consumer advocate and educator. I do not serve as a market participant or as a guild representative. Allow me to express my gratitude to Dr. Michelle B. Moore, Vice Chair, for leading the initial meetings of LSBEP in my absence. Pre-existing and unavoidable medical & psychology obligations created a conflict when the meeting schedule was developed by LSBEP. I know I shared this with all of you but I also wanted the public stakeholders to know."

COMMONLY USED ACRONYMS/ABBREVIATIONS:

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III. BOARD CHAIR'S GOALS, BOARD FUNCTIONS, AND KINDRED MATTERS: Dr. Gormanous read the following declaration of goals, board functions and kindred matters for the record as follows:

"Recall that after being elected as LSBEP Chair, I did a "Shallow Dive" by phone individually with members of the Board to solicit their input on organizational issues. This "Shallow Dive" is a less extensive version of ASPPB's self-examination process which they call a "Deep Dive." Many of my goals & objectives for my term were derived from the feedback I received during my "Shallow Dive" efforts, and I want to thank those who took their valuable time to provide me with their considered thoughts. Additionally, my perspectives below are offered in a spirit of collegiality without attributing fault. Based on the responses I received and incorporating them into my own vision, I would like to pursue the following:

On Board Goals & Objectives

- I. Ensure basic services are provided to psychology stakeholders effectively by integrating technology.*
- II. Enhance relationships to cultivate trust with more openness & transparency.*
- III. Utilize basics in goal setting, problem-solving & decision-making.*
- IV. Enhance board meeting interactions.*
- V. Prepare for what might be expected to be transformational changes in the regulatory arena in the next 3 to 5 years.*

OBJECTIVES

- 1. To expand technology use to reduce time & effort to process credentials & perform other gatekeeping requirements and to process & adjudicate complaints.*
- 2. To pursue aggressively outreach to licensees, professional organizations, & targeted stakeholders (e.g., students). To achieve this goal, I propose:
 - a) To shape the Board's future by cultivating better relationships with ASPPB, BRASP, LAMP, LPA, & LSPA as well as with broader classes of psychology stakeholders, such as: public consumers; colleges & universities; applicants and licensees; legislators, etc.*
 - b) To invite stakeholders to meetings.*
 - c) To include at least one non-Board member to serve on appropriate Board committees & workgroups.*
 - d) To reduce the expectation of sacrifice (e.g., martyr culture) for Board members & staff, i.e., enhance balance between work & life demands.**
- 3. To ensure that LSBEP is making decisions as an "entitativity" by consensus testing and trust. To define objectives, analyze problems, & make decisions in the context of public protection.*
- 4. To assist presiding officers & committee chairs/co-chairs to follow established parliamentary procedures to ensure that deliberation/discussions during meetings & workgroups stay on topic.*
- 5. To identify & prioritize anticipated changes driven by external forces (e.g., APA; ASPPB; legislature; etc.).*

On Roles

As Chair my role will be very active. Due diligence is my primary responsibility. And your Board member role is also due diligence. Part of that due diligence requires all of us to be informed about important matters that will come before the Board by actively reviewing materials before meetings. It is critically important for Board members to be familiar with emergency plans. The Executive Director's role is to execute Board policy & operations and to share expertise with the Board.

On Meeting Decorum

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The desired outcome is transparency, accountability, and careful adherence to LOMA. And more collegiality, efficiency, effectiveness, & general recombobulation. I intend to return to the decorum that was the hallmark of past boards. The Chair was respected and given deference. In most parliamentary arenas, members don't address one another during debate. Comments are directed to the Chair who receives the comments and then when discussion ends, puts the question to the members for a vote. It is similar to court, i.e., attorneys address the judge and not each other. This supports decorum and the orderly conduct of business. It also makes meetings more efficient and fair to everyone such that each member has equal opportunity to contribute to the discussion and have input. In order to facilitate more deep level thinking and reasoned consideration of issues, the Executive Director & I will share information & documents with the Board before the meeting. This will allow more time to cogitate on issues. Snap decisions are sometimes error prone on hindsight. Civil dissent is healthy, but it is important to attempt consensus.

I intend to return the Board to some degree of formality without stifling discussion & clarification of issues.

On Board Communications & LOMA

Board communications have sometimes been hindered by the incorrect idea that members cannot share information. Members cannot make board decisions outside an open meeting. Members may share perspectives outside an open meeting. Please review LOMA resources to confirm this. As Chair, I expect to be copied on all agenda items sent to the Executive Director. Also, please copy both of us on Board related emails unless there is a reason not to.

On Messaging

Messaging involves the public image, persona, and culture of the Board. In I-O Psychology, there is a saying: "Culture is the Root (positive) or Rot (negative) of an organization." Our image based on reports from stakeholders who have contacted me is not favorable. Hopefully this is misperception by a small group of individuals. Either way, our image & culture can be enhanced by listening to applicants, licensees, & other stakeholders without making attribution errors.

On Outreach

Outreach is critical. The Board must be seen as being proactive and not reactionary. Historically the Board would travel around the state and hold Board meetings in the major metropolitan areas like Shreveport, N.O., and Alexandria so that the public and licensees in those areas could visit during the public hour. With technology, the board meetings can be streamed/zoomed. The Board can be much more accessible to the public and to its licensees. The Board also hosted workshops on ethics for CE credit and held listening sessions to hear from its licensees on issues of concern to them.

On Barriers & Hindrances to Credentialing & Public Protection

Being consistent & fair to all is the ideal. Careful adherence to practices is helpful, but rigid adherence is usually not productive when it defies common sense solutions. The Board should be able to be nimble when exigencies require it. Eliminating barriers serves public protection. And common sense without unnecessary barriers is what stakeholders and especially legislators want.

OUTCOME

By June 2023, I hope to have made incremental progress on many of the above issues.

Vigilantia pro bono publico.

Vigilance for the public good.

IDEAL VISIONING

OUR CHALLENGE AS BOARD MEMBERS & STAFF IS TO WED WHAT IS ETHICALLY RIGHT WITH WHAT WORKS."

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V. REVIEW AND APPROVAL OF AGENDA: Dr. Moore moved to approve the agenda. The Board discussed the motion, the motion passed by majority roll call vote as follows: The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness and Holcomb; Against: (1) Sam; Abstained: (0); Absent: (1) McNeely.

VI. CONSENT AGENDA:

Dr. Gormanous called for the review and consideration of item removal from the Consent Agenda. Following opportunity for consideration, no items were removed.

Ms. Monic read aloud the Consent Agenda Items for consideration by the Board for affirmation, ratification, adoption, approval, and/or conferral as follows:

CONSENT AGENDA

a. Minutes (Approval):

September 23, 2022 - ORAL EXAMINATION COMMITTEE and SUPERVISION AND CREDENTIALS COMMITTEE MEETING MINUTES
September 23, 2022 - BOARD MEETING MINUTES

b. Financial Statements Received (Affirm and Ratify):

August and September 2022 – General Ledger, Balance Sheet, Budget vs. Actual, Profit & Loss

c. Temporary Registrations approved (Affirm and Ratify):

Name	State of Residence	Reviewer	Date Approved
RABKIN, Ari N., Ph.D.		J. Monic	8/29/2022
FLOWERS, Nicole, Ph.D.		J. Monic	9/13/2022
O'CONNELL, Michael, Ph.D.		J. Monic	9/13/2022
NICKOLS, Riley Aaron, Ph.D.		J. Monic	9/13/2022
MACK, Melissa, Ph.D.		J. Monic	9/16/2022
WANG, Christine Hanna, Ph.D.		J. Monic	10/3/2022

d. Supervised Practice Plans approved (Affirm and Ratify):

Applicant	Supervisor	Reviewer	Date Approved
None to report			

e. Applicants approved for Candidacy Status and issued Provisional Licensure (eligible for EPPP) (Affirm and Ratify):

Candidate	Supervisor	Reviewer	Date Approved
None to report			

f. Applicants approved for Candidacy Status (eligible for EPPP) (Affirm and Ratify):

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Candidate	Reviewer	Date Approved
Joy Bui, Psy.D.	T. Shavaun Sam	10/19/2022

g. Candidates approved for Oral Examination or Face to Face (Affirm and Ratify):

Candidate	Reviewer	Date Approved
BORGAN, Christina	T. Shavaun Sam	10/5/2022
FEJZIC, Arialda	M. Moore	10/18/2022
COSENTINO, Shannon	M. Moore	10/18/2022
FRAZIER, Crystal	M. Moore	10/18/2022

h. 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. Licensure recommendations of applicants and candidates who have completed all licensing requirements, including passing LSBEP’s Jurisprudence and Face to Face Interview (Board Conferral):

Name	Declared Specialty	Date of Examination	Examining Members
None to report			

j. Licensure recommendations from the LSSP Committee of applicants for Licensed Specialist in School Psychology (LSSP) who have completed all licensing requirements (Board Conferral):

Name	Date of LSSP Committee Review	Committee Reviewers	Results
HORAM, Julie	10/12/2022	Katherine Chenier/George Hebert	Recommended for Licensure

k. License Respecialization:

Name	Current Specialization	Added Specialization	Date of Examination	Examining Members
None to report				

l. License Reinstatements (Board Conferral):

Name	Reviewer	Date
WATKINS-EMONET, Carrie	S. Harness	10/19/2022

m. Continuing Professional Development Reviews (Affirm and Ratify):

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Name	Review Type	Reviewer	Date Approved
None to report			

n. Shared News releases/general information/previously approved business (Affirm):

1) None to report
 Following the reading of the Consent Agenda, Dr. Gormanous called for motions to object or approve the Consent Agenda. With regard to the items specified on the Consent Agenda, Dr. Sam moved to approve, affirm and ratify the items on the Consent Agenda accordingly. The Board discussed the motion, the motion passed by roll call vote as follows: The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

VII. EXECUTIVE SESSION: Dr. Sam moved to enter Executive Session pursuant to La. R.S.42:16.1, La. R.S. 42.17.A(1) and A(4) to conduct 4 oral examinations, 6 file reviews, and discuss a complaint matter. The Board discussed the motion, the motion passed by roll call vote as follows: The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

At approximately 12:55 p.m. Dr. Sam moved to close Executive Session to enter the Open Meeting to report on and receive motions for Executive Session matters. The Board discussed the motion, the motion passed by roll call vote as follows: The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

OPEN MEETING:

VIII. Executive Session Motions:

1. ORAL EXAMINATIONS

a. **C.A. "Jasper" Privat, Psy.D. -** appeared before Board Members, Drs. Moore and Sam for an oral examination for licensure in Clinical Psychology. Finding that **Dr. Privat** met the requirements for licensure, Dr. Sam moved that **Dr. Privat** be granted a license to practice psychology with a declared specialty in Clinical Psychology. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

b. **Hezekiah Franklin, Psy.D. -** appeared before Board Members, Drs. Gormanous and Holcomb for an oral examination for licensure in Clinical Psychology. Finding that **Dr. Franklin** met the requirements for licensure, Dr. Holcomb moved that **Dr. Franklin** be granted a license to practice psychology with a declared specialty in Clinical Psychology. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

c. **Ariana L. Mitchell, Ph.D. - appeared** before Board Members, Drs. Moore and Holcomb for an oral examination for licensure in Clinical Psychology. Finding that **Dr. Mitchell** met the requirements for licensure, Dr. Holcomb moved that **Dr. Mitchell** be granted a license to practice psychology with a declared specialty in Clinical Psychology. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

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d. **Christina Borgan, Psy.D.** - appeared before Board Members, Drs. Gormanous and Harness for an oral examination for licensure in Clinical Psychology. Finding that **Dr. Borgan** met the requirements for licensure, Dr. Gormanous moved that **Dr. Borgan** be granted a license to practice psychology with a declared specialty in Clinical Psychology. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Sam and Holcomb; Against: (0); Abstained: (1) Harness; Absent: (1) McNeely.

Dr. Gormanous extended compliments and appreciation to Dr. Jesse Lambert for his participation at the last meeting, that allowed the board to conduct oral examinations.

2. FILE REVIEWS [LSA-R.S.42.16.1]

a. **Kimberly Smith Martin, Ph.D.** – Following discussion, this matter was tabled until later on the agenda to give Dr. Sam an opportunity to review the file and formulate a motion.

b. **Claudia Schott, Psy.D.** - Finding the Reinstatement Application of Dr. Schott to be complete, Dr. Harness moved to reinstate Dr. Schott's license. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

c. **Lauren Robinson, Psy.D.** - Dr. Sam reviewed the Reinstatement Application of Dr. Robinson and requested additional information be provided prior to approving this application. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

d. **Melanie Gaudet, SSP** - Dr. Moore moved in favor of accepting the recommendation of the LSSP Committee to close this application, noting inactivity on the application since it was initiated. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

e. **Shannah Ordoyne, SSP** - Dr. Moore moved in favor of accepting the recommendation of the LSSP Committee to close this application, noting inactivity on the application since it was initiated. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

f. **Quynh Wong, SSP** - Dr. Sam moved in favor of accepting the recommendation of the LSSP Committee to close this application, noting the applicant indicated they are no longer moving to Louisiana. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

3. COMPLAINTS [LSA-R.S.42.17.A(4)]:

a. **LSSP22-23-05B** - Dr. Gormanous presented this matter to the Board in Executive Session, noting his agreement with the LSSP Committee's finding that the matter was appropriately handled under another jurisdiction and that no violation of LSBEP's laws, rules or ethics were found. Dr. Gormanous moved to accept the recommendation of the LSSP Committee and dismiss the matter without further action. The Board discussed the motion. The motion passed by unanimous roll call vote of the members

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present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

IX. COMMITTEE, COMMITTEE CHAIRS AND LIAISON/AD HOC/OTHER REPORTS

a. **Executive Committee Report –**

i. **Executive Director Report:** Ms. Monic reported on Board operations as follows:

1. The In-house attorney position is still open. Dr. Gormanous noted that he would be overseeing efforts to reach out to interested applicants.

2. New applications received:

APPLICATION TYPE	September '22
LSSP	1
PSYCHOLOGIST	8
TEMPORARY	0
TOTAL	9

3. Meetings/appearances since last meeting: Disciplinary Meeting in the matters P21-22-07C and P21-22-08C on September 30, 2022 attended by Ms. Monic, Dr. Michelle Moore, Complaints Coordinator Dr. Sasha Lambert and Attorney Courtney Newton; Meeting with Sparkhound on Friday, October 7, 2022 attended by Ms. Monic and Dr. Greg Gormanous to discuss roll out for registration of assistants and request quote for Phases roll out of for adding Online Application process, Registration of Assistants, renewal of registration of assistants and potential interface with CE Broker to manage CPD review and approval; Meeting attended by Dr. Gormanous and Ms. Monic on Friday, October 14, 2022 to discuss board management, future agenda items; Meeting with LPA's Executive Counsel attended by Dr. Gormanous and Ms. Monic to discuss collaborating on a CPD activity to educate licensees on the roles of the board vs. association, explain the election process and qualifications of board members; LSSP Committee Meeting in New Orleans, LA on October 12, 2022; Executive Director Regulatory Roundtable October 19, 2022 attended by Ms. Monic.

4. The Legislative Financial Audit for fiscal years 2020-21 and 2021-22 still ongoing

5. The rules will be published in the November 20, 2022 edition of the La Register, noting that this will push the hearing on the rules to December 16, 2022.

6. The Call for Nominations for the upcoming Board vacancy on June 30, 2022, was emailed to eligible voters on Friday October 14, 2022. The nominations period will end on November 15, 2022. Nominations will be read, and candidates will be vetted at the LSBEP Board Meeting on November 18, 2022. Elections will open for 30 days thereafter, with the goal of opening election results at the Board's LRP meeting on January 19, 2022.

7. Most "Old Business" has been docketed for discussion, except procedures to comply with the Louisiana Legislative Performance Audit, which remains a priority.

2. Finance Committee Report

Date Report Prepared: October 20, 2022			
Name of Preparer: Jaime T. Monic			
REPORTING PERIOD: 8/1/2022 - 9/30/2022			
Financial Reports have been provided to members as noted through the consent agenda. The Board Chair continues to review and sign off on all banking reconciliations including merchant accounts and spending accounts (i.e., purchase cards, supply business credit). As of this report, we are 3 months into FY 2022-23. Significant income trends include			
TYPE	AMOUNT	BUDGETED	Trends/Notes

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INCOME:			
Income:	\$319,443	\$374,560	The Board has collected 97.1% of the estimated budget on Renewal Fees; 24.3% of the estimated Applicant Fees; 13.9% of the estimated miscellaneous fees (CPD, disciplinary judgements, address list, etc.); 24.2% of the estimated Oral Examination fees; 41.8% of the estimated jurisprudence examination fees; and 42.4% of the estimated license verification fees. A total of 85.3% of the projected budget. ATAP fees are budgeted to be collected within this FY \$10K. Renewal of ATAP is also budgeted; this will need to be amended.

EXPENSES:			
Expenses:	\$97,570	\$405,809	Overall expenses are at or below the budgeted amount. Some line items are over budget for Credit Card Processing fees, Printing and Reproduction, Insurance-Property/Liability. Travel for Conferences is currently at 72.8% of the projected budget, this may need amending following the upcoming ASPPB meeting.

INCOME SUMMARY				
Monthly Income	AUGUST	SEPTEMBER	YTD Income	\$319,443.43
	\$52,835.94	\$6,231.89		
Monthly Expense	\$39,550.20	23,209.34	YTD Expense	\$97,570.35
Total Net Income	\$13,285.74	-16,977.45	Total Net Income	\$ 221,873.08

As of September 2022: The budget is stable, and the board has funds to operate through the end of FY 2022-23. The Board's cash on hand is reported to be \$402,710.31, with an additional \$7,584.44 in receivables. Your budgeted expenses for FY 2022-23 are estimated to be: \$405,809. Since this is the third month of the fiscal year, the majority of expenses are either at or below what is expected.

The Board should meet their rulemaking goals in FY 2022-23. This should have a positive impact on revenue; however, the Board is still understaffed with the In-house counsel position vacant. The Executive Director continues to work overtime to keep up with daily operations, employee/contract management, accounting, complaints, general operations and office management, legislative obligations and board member/meeting management. The Board continues to discuss Information/technology issues first brought up in June 2022 that will need to be addressed very soon. The Board has obtained an estimate from its current IT developer and will need to consider a strategy for obtaining additional quotes or paying for the service.

Board Strategy Recommendations:

Process and procedures for implementing new rules that will impact licensing, license renewal for emeritus, telepsychology. Focus on adopting new processes and procedures to implement Legislative Performance Audit recommendations including adopting a disciplinary matrix.

Continue to explore financially sustainable options for technology to be utilized in the application and renewal process which may either counter (or reduce) the cost of employees, workload and related expenses for processing applications, and/or counter (or reduce) the cost of real-estate needed to store paper files.

Consider setting a goal to 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.

c. Complaints Committee - No report.

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- d. **Continuing Professional Development Report** - No report.
- e. **Jurisprudence Examination Committee** - No report.
- f. **Legislative Oversight Committee** - No report.
- g. **Liaison to Professional Organizations** - No report.
- h. **Long Range Planning Committee** - Dr. Gormanous recommended that the LRP Meeting occur in August following the installation of Board Officers.
- i. **Oral Examination Committee** - Dr. Sam reported that 4 oral examinations were conducted today, all were approved for licensure and recorded in the minutes following executive session.
- j. **Public and Professional Outreach Committee** - No report.
- k. **Supervision/Credentials Committee** - No report.
- l. **Ad hoc/Other - Recruitment/Search - Executive Counsel (a) Finalize Zoom Interview**

Process - Dr. Gormanous reported he would like the board to finalize the hiring process for Executive Counsel. The Board discussed the previously approved process that the Ad Hoc committee conduct interviews and make a recommendation to the board regarding a hiring recommendation. Dr. Gormanous recommended that a list of previous applicants be compiled; their current interest in the position be obtained and that the Ad Hoc Committee schedule interviews for the second week of November 2022. Dr. Gormanous requested an alternate board member for the Committee in the event Mr. McNeely was not available for an interview. Dr. Holcomb volunteered only in the event Mr. McNeely was not available.

X. DISCUSSION/ACTION ITEMS: [Note: Due to time limitations, some time sensitive items may have been taken out of order.]

1. Professional Outreach/Education and roll out of proposed rules:

a. Registration of Assistants to Psychologists: Chapters 6 and 11 – The board discussed and without objection affirmed the rollout of proposed rule changes regarding the initial application and renewal of ATAP’s fell under the oversight of the Supervision and Credentials Review Committee. The board discussed potential options for educating licensees on the new requirements such as bullet point flyers posted to the website and emailed to licensees, webinars.

b. Continuing Education, Exemptions and Fees: Chapters 6, 8, 9 and 40. - The board discussed and without objection affirmed the rollout of the proposed rule changes to continuing education, exemptions and fees fell under the Continuing Professional Development Committee.

2. POLICY AMENDMENTS: a. Section 1010: Board Meetings (Meeting Dates, Quorum, Agenda, Video Conferences)

i. Discuss board meeting frequency, managing the licensing process and calendrical deadlines. Dr. Harness requested the Board revisit options for meeting quarterly as an opportunity to streamline the licensing process through delegated authority to examining board members, committees and staff; and cut costs related to board meeting expenses. The Board discussed the proposed schedule and general calendar in consideration of the new meeting schedule. Dr. Harness moved that the Board adopt the policy of meeting quarterly effective immediately, with the first quarterly meeting being the Long Range Planning meeting scheduled for January 19, 2022 and January 20, 2022; Further that the timetable outlined for completing applications and oral examinations be adopted to facilitate licensing on the new quarterly schedule, with options to a) offer Continuing Education Credit to former board members approved as Board Examiners for participation in conducting Oral Examinations and b) offer flexibility to Examining Board Members/Board Examiners in dates selected for scheduled oral examinations, as follows:

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APPLICATION SCHEDULE FOR LICENSING EXAMINATIONS TIMETABLE			
Application completion deadline for FINAL Supervision and Credential Committee Review**	CORRECTIONS DEADLINE	Oral Examinations	Board Meeting (3rd Friday)
Note: If complete, staff notices and sends examination schedule. If incomplete, applicant must meet the corrections deadline (the 10th of the following month) to be scheduled for the next examination date.		Conducted by Examining Board Members/Approved Board Examiners.	
OCTOBER 10th	NOVEMBER 10th	DECEMBER	JANUARY
JANUARY 10th	FEBRUARY 10th	MARCH	APRIL
APRIL 10th	MAY 10th	JUNE	JULY
JULY 10th	AUGUST 10th	SEPTEMBER	OCTOBER
Provisional License Applications <u>completed</u> by the 10th of any month, will be reviewed by the 20th of the same month for consideration of provisional licensure and early admittance to the EPPP. However, the application deadline for receipt of primary sourced documentation of passing EPPP and Postdoctoral documentation must be received according to the timetable above for oral examination scheduling.			

The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

ii. **Discuss practice of recording open board meetings** - This discussion item was tabled until the November 18, 2022.

3. **2023-24 BUDGET: Review draft budget. Due December 31, 2022** - Dr. Gormanous presented the proposed budget for the ensuing fiscal year 2023-24, noting that the significant changes were for the items related to technology, employee cost of living adjustments and board member travel.

a. **Technology - LSBEP Renewal System Development** - The Board reviewed the proposed quote (\$518,000) from Sparkhound for the upgrades and development of the software including increased security, and development of adding online application for licensure and registration of assistants to new platform. The quote included Phase I – Technical upgrade & ATAP Application (15 weeks) \$344,000 and Phase 2 – Psychologist online application & continuing education interface (8 weeks) \$174,000. Additional information was requested by board members. Given security issues surrounding technology, Dr. Gormanous moved that the Board enter Executive Session to receive additional information about the issues. The Board discussed the motion. The motion passed by unanimous roll call vote of the members

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present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely. Dr. Moore moved to close Executive Session to consider motions on this discussion item The Board discussed the motion, the motion passed by roll call vote as follows: The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely. Dr. Holcomb moved that he be allowed to gather additional information related to cost/benefit and potentially meet with Sparkhound to discuss further. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely. Board members also requested additional quotes be obtained for developing a Licensing Application and Renewal system. Ms. Monic agreed to investigate other options for consideration.

Dr. Sam moved in favor of tabling the remaining items pertaining to discussion of the Budget until the November 18, 2022 Board meeting. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

- b. **Employee COLA/Equity Salary Increases** - This discussion item was tabled until the November 18, 2022.
- c. **Board Member Travel** - This discussion item was tabled until the November 18, 2022.

4. **LSBEP's 2022 CPD - Discuss organizing/arranging details including potential topical content, goals/objectives, date and time, fees, marketing, APA Accreditation, honorarium etc.** - Dr. Sam reported that she had secured expert speaker, Dr. Cynthia De las Fuentes, Ph.D. to present on ethical and cultural considerations on Friday, December 2, 2022, from 10 – noon CST. Dr. Sam recommended that board consider an honorarium in the amount of \$300. Dr. Holcomb moved in favor of approving an Honorarium Payment in the amount of \$300 to Dr. Cynthia De las Fuentes, Ph.D. for her presentation on December 2, 2022, on Immigration Evaluations: Ethical and Cultural Considerations. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (2) Gormanous and McNeely.

5. **LPA/LSBEP Co-sponsored CPD Activity: a. Tentative Objectives: Differentiate the role of the Board from the role of the Association; Benefits of Board Member Service; What to expect from Board Member Service; Qualifications of eligible candidates; Election Process; b. Potential panelists; c. Tentative date: Tuesday, November 8, 2022, afternoon/evening.** – The Board discussed the potential of co-sponsoring a CPD Activity with LPA for the purpose of educating licensees and members of LPA about the role of the board vs. the role of LPA and other aspects of board member service in order to drum up interest in serving on the Board. Dr. Holcomb moved in favor of the board participating in principle and committing to one hour for the presentation. The Board discussed the motion. The motion passed by majority roll call vote of the members present as follows: In favor: (4) Gormanous, Moore, Harness and Holcomb; Against: (0); Abstained: (1) Sam; Absent: (1) McNeely. Drs. Holcomb and Moore agreed to participate in the presentation, which was affirmed without objection.

6. POLICY AMENDMENTS: Section 7000: Request for Investigations and Complaint Processes

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i. Defining reasonable costs for the purpose of reimbursement for informal agreements pursuant to LA37:2359(C)(1);

ii. Defining reasonable costs for the purpose of reimbursement for disciplinary hearings pursuant to LA37:2359(C)(1);

iii. Interagency agreement with the Attorney General's Office for debt collections pursuant to RS 49:257G(1)(a).

Ms. Monic provided information regarding an Interagency Agreement with the Attorney General's office for debt collections. Dr. Holcomb moved to defer this discussion to November 18, 2022. This motion passed without objection.

7. Consider exemption from State As a Model Employer (SAME): Due 12/1/22 - Dr.

Gormanous presented this item, with information from Ms. Rikki David, ADA Coordinator for the State of Louisiana. Dr. Gormanous moved that the Board accept the exemption offered by the ADA Coordinator due to the Board's inability to implement the state's requirements due to size, resources and structure; and that Ms. Monic be authorized to sign the exemption agreement on behalf of the LSBEP. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Gormanous, Moore, Harness and Holcomb; Against: (0); Abstained: (0); Absent: (2) Sam and McNeely.

8. Erich G. Duchmann, Ph.D. Inquiry regarding Louisiana Crime Victims Reparations Board and Act 487 of the 2022 Regular Legislative Session – The Board reviewed the inquiry from Dr. Erich Duchmann related to Act 487 of the 2022 Regular Legislation Session. Dr. Sam moved in favor of delegating authority to Dr. Moore to respond to Dr. Duchmann's inquiry and thank him for providing information related to Act 487 regarding the potential for an ethical violation by a Licensed Psychologist who may "certify" that a crime occurred if this is not within their competence and training as a Licensed Psychologist, and where the Licensed Psychologist may financially benefit from such statement.

9. ASPPB 62nd Annual Meeting of Delegates, Oxon Hill, Maryland, October 26-30, 2022: a. Discuss LSBEP Caucus process; Discuss Candidate Responses; b. Designate a Voting Delegate for LSBEP – The board discussed the upcoming ASPPB Annual meeting with respect to the caucus process, reviewing candidate responses and appointing a delegate to represent LSBEP's vote. Dr. Sam moved that the board support Dr. Romana Mellott for Member at Large 2022. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (2) Gormanous and McNeely. Dr. Holcomb moved that Dr. Gormanous represent LSBEP as its Voting Delegate at the 2022 Annual Meeting. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (2) Gormanous, McNeely.

10. In-house Counsel and Complaints Coordinator III Interviews – Dr. Gormanous discussed covering the plan to move forward with the hiring process for the In-House Counsel position. Ms. Monic reminded the Board that they approved the interview of Dr. Laura Brown for the contract position of Complaints Coordinator and explained the interview process for a contract Complaints Coordinator position which had not yet been facilitated.

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11. **LSBME consensual legislation - Concerns inconsistencies in "Health care entities" reporting sanctions to regulatory boards.** – Dr. Gormanous provided an update related to this discussion item reporting that himself and Ms. Monic attended a presentation hosted by LSBME where they discussed potential legislation to address their concerns that loopholes were present in the current reporting requirements of hospitals imposing sanctions on employees that were considered substandard and in order to avoid reporting incidents to Boards. No action was taken on this matter, the Board will continue to follow developments on this matter.

12. **Regulatory Academy Workshop - Dale Atkinson, Attorney and Amy Richardson, Attorney - February 10, 2023, 8:30 a.m. – 4:30 p.m.: Renaissance Hotel Baton Rouge | Early bird: \$275.00 Nov. 30; \$350.00 after Dec. 1. Hosted by Boards of Speech-Language Pathology and Audiology and Dietetics and Nutrition.** – Due to time, the board voted to defer consideration of participation in this training until November 18, 2022.

13. **FORMS UPDATE: a. Application for Licensure, b. Steps Toward Licensure, c. Steps Toward Provisional Licensure** - The Board reviewed revisions to its Application for Licensure, Steps Toward Licensure and Steps Toward Provisional Licensure.

Dr. Moore moved in favor of adopting the revisions to the Application for Licensure, which added a “Supplemental Application for Fee Waiver” to comply with La RS 37:23.4., following consultation with Amy Groves Lowe on clarification of the fee waiver and appropriateness of the checklist of documentation which the board may request as proof of meeting the requirements for a waiver. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (2) Gormanous and McNeely.

Dr. Gormanous excused himself from the remainder of the meeting. A quorum of the board remaining, the meeting continued.

Ms. Monic provided a final draft of the Steps Toward Licensure previously approved by the Board. No further adjustments were made.

Dr. Moore moved in favor of adopting the revisions to the Steps Toward Provisional Licensure. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (2) Gormanous and McNeely.

14. **Review LSSP Committee Draft Presentation to the Louisiana School Psychological Association on November 3, 2022, at 11:00 a.m.** – The Board reviewed the draft presentation of the LSSP Committee to be presented to LSPA on November 3, 2022. Dr. Sam moved to accept and affirm the presentation as drafted to be presented to the LSPA by the LSSP Committee. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (2) Gormanous and McNeely.

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In consideration of the file review of **Kimberly Smith Martin, Ph.D.**, and additional discussion, Dr. Harness moved that the Board allow Dr. Sam to respond to Dr. Martin that the last communication from the board was in error and reexplain what is needed. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (2) Gormanous and McNeely.

At 5:14pm, Dr. Sam moved to table the **remaining discussion items*** moving them to the first items for discussion on the November 18, 2022 meeting, and adjourn the Board Meeting. The Board discussed the motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (2) Gormanous and McNeely.

***NOTE remaining items tabled to November 18, 2022:**

15. *APA Guidelines on Race and Ethnicity in Psychology*
16. *APA Racial Equity Action Plan - Psychology's Role in Dismantling Systemic Racism*
17. *Reviewing the continued utilization of the Examination for Professional Practice in Psychology to fulfill the requirement of to assess professional knowledge under R.S. 37:2356.*
18. *University of New Orleans (UNO), Ph.D. Developmental Psychology Training Program*
19. *Training requirements, routes toward licensure and limitations on practice*
20. **POLICY AMENDMENTS:**
 - a. *Section 1002: Committees*
 - i. *Certifying/Credentialing & Ethics Code Committee: Charge - study, discuss, prepare, deliberate, address & embed long range implications in the context of protecting the public.*
 - (a) *Whether or not to adopt the new APA Code, implications & relevant issues like adoption by reference or by codifying, in entirety or modified, timetable & transition, etc.*
 - (b) *Whether or not to certify or credential persons with master's degrees in health service psychology & general applied psychology, etc.*
 - (c) *Committee Appointments if committee is established.*
21. *In-house Counsel and Complaints Coordinator III Interviews*
22. *Discuss changing banking institution*

LEGAL NOTICES

LA R.S. 42.14.D. Public comments** – In accordance with LA R.S. 42.14.D., the LSBEP shall allow public comments at any point in the meeting prior to action on an agenda item upon which a vote is to be taken. Individuals who wish to comment on a matter must sign in and state their intent to comment on a matter. La. R.S. 44:33.1 - In compliance with La. R.S. 44:33.1, the LSBEP hereby gives notice that information submitted to the LSBEP may become public record pursuant to the provisions of Louisiana Public Records Law, La. R.S. 44:1, et seq.

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