

**Louisiana State Board of Examiners of Psychologists**  
**BOARD MEETING MINUTES**  
**Friday, July 23, 2021**

**FINAL APPROVED: August 27, 2021**

The meeting of the Louisiana State Board of Examiners of Psychologists (Board or LSBEP) was noticed, agenda certified, and signed by LSBEP Chairperson Amy Henke, posted, emailed to individuals and the news media who have requested to receive notices of LSBEP meetings, and widely distributed to every known news media outlet that broadcasts or publishes news within Louisiana through the Louisiana Press Association on July 21, 2021. The notice included information on how to join the meeting virtually via Zoom <https://us02web.zoom.us/j/84112383863?pwd=Y3h6a0RlYmFwcmRDNjJRdkIwcmRDdz09>

**Meeting ID:** 841 1238 3863 **Passcode:** 1mhp8P **One tap mobile:** +13126266799,,84112383863#,,,,,0#,,442710# US (Chicago) +19292056099, 84112383863#,,,,,0#,,442710# US (New York) **Dial by your location**+1 312 626 6799 US (Chicago), +1 929 205 6099 US (New York), +1 301 715 8592 US (Germantown), +1 346 248 7799 US (Houston), +1 669 900 6833 US (San Jose), +1 253 215 8782 US (Tacoma) **Meeting ID:** 841 1238 3863 **Passcode:** 442710 **Find your local number:** <https://us02web.zoom.us/j/84112383863?pwd=Y3h6a0RlYmFwcmRDNjJRdkIwcmRDdz09>

Board Chairperson, Dr. Amy Henke, called the meeting to order at 8:36 a.m. on Friday, July 23, 2021.

**Attendance:**

Board Member attending virtually: Dr. Amy Henke, Dr. Gina Gibson, Dr. Gregory Gormanous, Dr. Michelle Moore  
Dr. Shannae Harness and Mr. Darren “Chance” McNeely

Board Members Absent: (0)

Staff Present: Executive Director, Jaime T. Monic and Compliance Officer, Justin Owens.

Guests Present for Open Meeting (partial attendance): Dr. Kim VanGeffen (LPA), Dr. Joseph Comaty (LAMP), Dr. Matt Holcomb (LPA), Dr. Richard Nilon (LPA)

Dr. Henke advised attendees that the meeting would run progressively through all Agenda Items with coffee breaks as needed and a formal lunch break from Noon to 1:00p.m. Dr. Henke 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.”*

Dr. Gormanous requested that his statement of service be recorded into the minutes as follows, *“My serving on LSBEP is to ensure that consumers of psychological services are protected against any unqualified, harmful and unauthorized practice, application or use of psychology. My service is as a consumer advocate and educator. My service is not as a market participant.”*

Dr. Henke reminded board members to adhere to LSBEP’s policy for Video Meeting Decorum.

**REVIEW AND APPROVAL OF AGENDA** Dr. Gormanous moved to amend the agenda to add a file review for Amanda DeWitt, LSSP. The Board discussed this motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Henke, Gormanous, Gibson, Moore, Harness; Against: (0); Abstained: (0); Absent: (1) McNeely.

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Posted: 8/27/2021

Page 1 of 14

Dr. Gormanous moved approve the agenda as amended. The Board discussed the motion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Henke, Gormanous, Gibson, Moore, Harness; Against: (0); Abstained: (0); Absent: (1) McNeely.

The Board paused for a moment of silence and remembrance for Former La. Governor Edwin Washington Edwards.

### **ELECTION OF OFFICERS:**

Dr. Henke opened the floor for nominations. Dr. Gormanous moved to nominate Dr. Gina Gibson for Board Chairperson. Dr. Gibson accepted the nomination. The motion was opened for a vote. The motion passed by roll call vote as follows: In favor: (6) Harness, Henke, Gormanous, Gibson, Moore, McNeely; Against: (0); Abstained: (0); Absent: (0).

Dr. Henke moved to nominate Dr. Greg Gormanous for Vice Chairperson. Dr. Gormanous accepted the nomination. The motion was opened for a vote. The motion passed by roll call vote as follows: In favor: (6) Harness, Henke, Gormanous, Gibson, Moore, McNeely; Against: (0); Abstained: (0); Absent: (0).

Dr. Henke graciously turned the meeting over to Dr. Gibson who accepted the position and discussed goals and objectives for her term as Chairperson that she wished to accomplish during her tenure including continuing to stay focused on developing and maintaining financial stability; board independence; building on transparency and the collaborative initiatives to communicate with licensees and professional organizations; continuing to ‘step into the present’ with technology to relieve staff burden; and ensuring board regulations are in alignment with statutes and focused on public protection.

Dr. Gibson exercised her privilege and made the following committee appointments for 2021-22:

1. Executive Committee – Dr. Gibson, Dr. Gormanous and Ms. Monic
2. Finance Committee - Gibson and Gormanous
3. Oral Examination Committee – Gormanous, Moore and Harness
4. Jurisprudence Examination Committee – Gibson, Moore and Harness
5. Legislative Oversight Committee – Gibson, Gormanous and McNeely
6. Liaison to Professional Organizations and Boards – Gormanous, Moore and [new board member]
7. Public and Professional Outreach Committee – Gibson, Gormanous, and McNeely
8. Continuing Professional Development Committee – Gibson, Harness and [new board member]
9. Supervision/Credentials Committee – Moore and [new board member]
10. Complaints Committee –Gibson and Gormanous
10. Long Range Planning Committee – Gibson, Gormanous and [new board member]

**EXECUTIVE SESSION:** Dr. Moore moved to enter Executive Session pursuant to LSA R.S.42:17.A(2) and (4) to discuss oral examinations. The Board discussed this motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, McNeely; Against: (0); Abstained: (0); Absent: (1) Henke

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

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At approximately 9:15 a.m. the Board received information from Mr. Felix Vanderlick, Senior Case Manager/Administrative Director and Katie Dalton, Jr. Case Manager of Healthcare Professional Foundation of Louisiana. This organization offers a service to licensing boards to provide management of impaired professionals. Following the presentation and questions, the Board requested a proposal to review and consider.

**EXECUTIVE SESSION:** Dr. Moore moved to return to Executive Session pursuant to LSA R.S.42:17.A(2) and (4) to continue to discuss oral examinations, file reviews, Sasha J. Lambert’s contract and complaints. The Board discussed this motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke; Against: (0); Abstained: (0); Absent: (1) McNeely

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

**1. CONTRACTION NEGOTIATION – Sasha J. Lambert, Ph.D.** The following Motion and Resolution was offered by Dr. Gregory Gormanous who moved for its adoption, and was seconded by Dr. Moore, at the **JULY 23, 2021** meeting of the Louisiana State Board of Examiners of Psychologists (the “Board”):

*WHEREAS the Board is authorized under R.S. 37:2353.C(2) to “Employ, within the limits of funds received by the Board, ...general legal counsel, or other personnel necessary for the proper performance of work under this Chapter; and WHEREAS the Board conducts hearings on complaints, cause the prosecution and enjoinder of all persons in violation of Title 37: Chapter 28 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; and WHEREAS the nature of the functions performed by the Board require the continuing services of a COMPLAINTS COORDINATOR who is a licensed psychologist, with experience in forensics, to review complaints and direct the investigation of complaints; and WHEREAS potential conflicts of interest may arise, the Board requires more than one individual to serve in this role; and WHEREAS the Sasha J. Lambert, Ph.D. has been found to be qualified for this position and previously contracted with Board to provide these services to the satisfaction of the Board; and WHEREAS the hourly rates of pay for the position of Complaints Coordinator shall be:*

- *\$150 per hour, contractor will dedicate a minimum of 8 hours per month for completion of a review of a Request for Investigation, with a preliminary and final recommendation to the Board, completion of a review/proof of an Administrative Complaint pleading, all meetings, including training and meetings with attorneys, investigator, executive director, board, and preliminary hearings.*
- *Travel and lodging may be reimbursed, if pre-approved/pre-authorized by the Executive Director. However, travel and other allowable expenses shall be reimbursed in accordance with the Division of Administration State General Travel Regulations, within the limits established for State Employees as defined in Division of Administration Policy and Procedure Memorandum No. 49. All out of state travel will be subject to prior approval by the Executive Director of the agency or his/her designee.”*

*WHEREAS this resolution shall take effect immediately.*

*IT THEREFORE RESOLVES by motion of Dr. Gormanous that the Board contract with Sasha J. Lambert, Ph.D. to provide services as Complaints Coordinator I, for a multi-year contract beginning July 1, 2021 and ending June 30, 2024 for an amount not to exceed a maximum of \$50,400.*

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*FURTHER THAT the Board authorize Ms. Jaime Monic, Executive Director, to execute such contract for approval through the Office of State Procurement.*

The resolution having been submitted to a vote, the vote thereon was as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke, Against: (0); Abstained: (0); Absent: (1) McNeely

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

- a. **(NP) ST vs. RJW Rec'd 1/4/2021** - (*Complaint Investigation Committee (Committee) Assigned: Dr. Amy Henke and Mr. Justin Owens*) – Mr. Owens presented this case to the Board in Executive Session and reported that on review and consideration it was determined that this matter was not reported to the proper jurisdiction. Mr. Owens reported that the complainant was notified of the proper filing jurisdiction. Mr. Owens recommended closing the matter without further action. Dr. Moore moved to accept the recommendation. The Board discussed the motion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke; Against: (0); Abstained: (0); Absent: (1) McNeely
- b. **P20-21-06C** - (*Complaint Investigation Committee (Committee) Assigned: Dr. Sasha Lambert, Dr. Amy Henke, and Mr. Justin Owens*) – Mr. Owens presented this case to the Board in Executive Session and reported that following thorough investigation, review and consideration of all evidence in this matter by the Committee, noting dual licensure with the LSBME and upon consultation with General Counsel, Amy Groves Lowe recommended that the matter be turned over to the jurisdiction of the La. State Board of Medical Examiners, and without further action from the LSBEP. The Board thoroughly discussed this matter and considered the recommendation of the Committee. Dr. Gormanous moved to accept the Committee's recommendation within the reporting boundaries outlined by General Counsel. The motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke; Against: (0); Abstained: (0); Absent: (1) McNeely
- c. **P20-21-11C** - (*Complaint Investigation Committee (Committee) Assigned: Dr. Sasha Lambert, Dr. Amy Henke, and Mr. Justin Owens*) – Mr. Owens presented this case to the Board in Executive Session and reported that following thorough investigation, review and consideration of all evidence in this matter by the Committee, the Committee found insufficient evidence that a violation of the Psychology Practice Act had occurred. The Committee recommended that the matter be dismissed without further investigation or action. The Board thoroughly discussed this matter and considered the recommendation of the Committee. Dr. Moore moved to accept the Committee's recommendation. The motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke; Against: (0); Abstained: (0); Absent: (1) McNeely
- d. **NP20-21-19C** - (*Complaint Investigation Committee (Committee) Assigned: Dr. Amy Henke and Mr. Justin Owens*) – Mr. Owens presented this case to the Board in Executive Session and reported that on review and consideration it was determined that this matter was not reported to the proper jurisdiction. Mr. Owens reported that the complainant was notified of the proper filing jurisdiction. Mr. Owens recommended closing the matter without further action. Dr. Moore moved to accept the recommendation. The Board discussed the motion, the motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke; Against: (0); Abstained: (0); Absent: (1) McNeely

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

- a. **Nathan Brown, Ph.D.** – Dr. Henke reviewed the Application for License of **Dr. Brown**. Finding that **Dr. Brown's** documentation was complete, Dr. Henke moved that the candidacy status of **Dr. Brown** be confirmed and that the Board invite **Dr. Brown** to complete the Oral Examination requirements for licensure. The Board discussed this motion. The motion passed by unanimous roll call vote of the

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members present as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke; Against: (0); Abstained: (0); Absent: (1) McNeely

*Dr. Henke left the meeting.*

- b. **Rosaura E. Orengo-Aguayo, Ph.D.** – Dr. Moore reviewed the Application for License of **Dr. Orengo-Aguayo**. Finding that **Dr. Orengo-Aguayo's** documentation was complete, Dr. Moore moved that the candidacy status of **Dr. Orengo-Aguayo** be confirmed and that the Board invite **Dr. Orengo-Aguayo** to complete the Oral Examination requirements for licensure. The Board discussed this motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
- c. **Steven D. Thurber, Ph.D.** – Dr. Moore reviewed the Reciprocity Application for License of **Dr. Thurber** as a Diplomat of the American Board of Professional Psychology. Finding that **Dr. Thurber's** documentation was complete, Dr. Moore moved that the candidacy status of **Dr. Thurber** be confirmed and that the Board invite **Dr. Thurber** to meet face to face with the board to complete the requirements for licensure. The Board discussed this motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
- d. **Laura B. Braby, Psy.D.** – The Board reviewed the Application of Dr. Braby in Executive Session.
- e. **John Drozd, Ph.D.** – Dr. Moore reviewed the Application for License of **Dr. Drozd**. Finding that **Dr. Drozd's** documentation was complete, Dr. Moore moved that the candidacy status of **Dr. Drozd** be confirmed and that the Board invite **Dr. Drozd** to complete the Oral Examination requirements for licensure. The Board discussed this motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Henke, Gormanous, Gibson, Moore, Harness; Against: (0); Abstained: (0); Absent: (1) McNeely. In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
- f. **Alex C. Birdsill, Ph.D.** – Dr. Moore reviewed the Application for License of **Dr. Birdsill**. Finding that **Dr. Birdsill's** documentation was complete, Dr. Moore moved that the candidacy status of **Dr. Birdsill** be confirmed and that the Board invite **Dr. Birdsill** to complete the Oral Examination requirements for licensure. The Board discussed this motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
- g. **Kasia S. Plessy, Ph.D.** – Dr. Moore reviewed the Application for License of **Dr. Plessy**. Finding that **Dr. Plessy's** documentation was complete, Dr. Moore moved that the candidacy status of **Dr. Plessy** be confirmed and that the Board invite **Dr. Plessy** to complete the Oral Examination requirements for licensure. The Board discussed this motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
- h. **Lilian A. Odera, Ph.D.** – Dr. Moore reviewed the Application for License of **Dr. Odera**. Finding that **Dr. Odera's** documentation was complete, Dr. Moore moved that the candidacy status of **Dr. Odera** be confirmed and that the Board invite **Dr. Odera** to complete the Oral Examination requirements for licensure. The Board discussed this motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
- i. **Mary Bush, Ph.D.** – The Board reviewed Dr. Bush's request for an extension to take the Examination for Professional Practice in Psychology in consideration of extenuating circumstances compounded with delays in scheduling the examination due to testing center closures as a result of COVID-19. Dr. Moore moved in favor of granting Dr. Bush a 6-month extension to complete the

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Posted: 8/27/2021

Page 5 of 14

- examination requirements. The Board discussed this motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
- j. **Kelly N. Clark** – Dr. Moore reviewed the Application for Licensure of **Dr. Clark**. Finding that **Dr. Clark** had met the requirements for Provisional Licensure, Dr. Moore recommended that **Dr. Clark's** candidacy status be approved, and that **Dr. Clark** be granted a Provisional License for early admission to the Examination for Professional Practice in Psychology (EPPP). The Board discussed the motion and recommendation. In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
  - k. **Alicia Pellegrin, Ph.D.** – Dr. Moore Reviewed the Reinstatement Application for **Alicia Pellegrin, Ph.D.** Finding that **Dr. Pellegrin** had submitted the required fee, application and continuing professional development materials for license reinstatement, Dr. Moore moved that the license of **Dr. Pellegrin** be reinstated for the remainder of Fiscal Year 2020-2021. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
  - l. **Amanda Dewitt, LSSP** - The Board reviewed the recommendation of the **LSSP Committee** that **Ms. Dewitt's** training credentials were appropriate for licensure as a Licensed Specialist in School Psychology. The Board discussed this recommendation with a motion by Dr. Moore accept the recommendation of the LSSP Committee and issue **Ms. Dewitt** a license as a specialist in school psychology. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke

#### **4. ORAL EXAMINATIONS [LSA-R.S. 42.17.A(1)]:**

- a. **Erin C. Conway, Psy.D.** – The Board discussed the additional information received by Dr. Conway. Dr. Moore requested that Dr. Conway's file be docketed for August following receipt of additional clarification on the information submitted.
- m. **Susanne Lavelle, Psy.D. (ND)** – appeared for examination via Video Conference before an LSBEP Examining Committee consisting of Drs. Gormanous and Moore on July 16, 2021. The Board discussed the results of the examination in executive session. Finding that **Dr. Lavelle** has met the qualifications for licensure, Dr. Moore moved that **Dr. Lavelle** be granted a license to practice psychology. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
- n. **Tina D.W. Myers, Ph.D. (DV)** – appeared for examination via Video Conference before an LSBEP Examining Committee consisting of Drs. Gormanous and Moore on July 16, 2021. The Board discussed the results of the examination in executive session. Finding that **Dr. Myers** has met the qualifications for licensure under the requirements for general applied psychology, Dr. Gormanous moved that **Dr. Myers** be granted a license to practice psychology with a declared specialty in Developmental Psychology. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke

#### **DISCUSSION/ACTION ITEMS:**

The Board acknowledged the interest that Dr. Joseph Comaty had in Discussion Item # 2 related to Supervised Practice toward licensure in Louisiana by Medical Psychologists not licensed with the LSBEP. Dr. Gibson called for a motion to take the agenda out of order. Dr. Gormanous moved in favor of taking this item out of order so that Dr.

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Comaty could be present for the discussion. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (4) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke

**Supervised Practice toward Licensure in Louisiana by Medical Psychologists not licensed with the LSBEP -**

Dr. Moore presented this discussion item explaining that recently she had reviewed supervised practice plans for applicants requesting a provisional license under the jurisdiction of the LSBEP but whose supervisors were not licensed with the LSBEP, which she did not believe to be appropriate.

Dr. Comaty offered comments particularly related to Opinion #12, and the fact that the Board accepts supervision from other licensing jurisdictions.

Dr. Moore clarified that the Board does not pre-approve supervised practice plans for individuals who are applying from other jurisdictions and individuals who are not located in Louisiana are not eligible for a provisional license under the jurisdiction of the LSBEP. For out-of-state licensees, the supervisor submits documentation of the completed experience and the LSBEP determines if it meets the criteria for licensure. Dr. Moore further discussed that although the current regulations acknowledge that a Licensed Medical Psychologist could provide appropriate supervision, which is not disputed, for those Medical Psychologists that are not licensed with the LSBEP, as stated in Opinion #12, it is clear that LSBEP does not have regulatory control over supervisors not licensed with the LSBEP and therefore those supervisors have no accountability in providing supervision according to LSBEP's regulations; because the supervisor is legally responsible for the practices of their supervisee, it does not appear to fall under the purview of the LSBEP to have oversight over the relationship or issue a Provisional License to an individual for which it could not effectively regulate; more appropriately, LSBME has oversight over the supervisory relationship between a Medical Psychologist and their supervisees. This would not prohibit an individual who received supervision under a Medical Psychologist from submitting documentation following the completion of the supervised experience in the same manner as a Licensed Psychologist from another state provides documentation.

Additional discussion was had about the lack of a cooperative endeavor agreement between the LSBEP and LSBME, related to investigating individuals with dual licenses, which agreement was terminated by LSBME sometime prior to 2015.

Dr. Gormanous moved to seek general legal counsel concerning the jurisdiction of the LSBEP to oversee the practice of psychology by Medical Psychologists not licensed by LSBEP but who are providing supervision to an applicant for license; and also concerning the issuance of a Provisional License under the LSBEP's jurisdiction when supervision is provided by a Medical Psychologists not licensed by LSBEP. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke

*The board returned to the scheduled agenda; Dr. Henke returned to the meeting:*

**COMMITTEE AND LIAISON REPORTS:**

1. **Executive Committee Report** – Ms. Monic reported on the following:
  - a. Legislative Performance Audit – Ms. Monic reminded the Board of the upcoming performance audit by the Legislative Auditor in late August 2021.
  - b. The matter Richard Marksbury vs. LSBEP – the Louisiana 1<sup>st</sup> Circuit Court of Appeals denied Marksbury's Motion to Dismiss LSBEP's appeal and converted LSBEP's to a Writ, which will be heard by the circuit court.
  - c. Temporary Registration Report – No Temporary Registrations issued since the last meeting,
  - d. Monthly Operations/Updates - Ms. Monic reported the following for June 2021:
    - i. 5 New applications were received, 134 Total Open applications

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- ii. 1 new Temporary Registration Application received, 7 open applications for Temporary Registration
- iii. 0 public records request filled
- iv. Renewal and Continuing Professional Development forms have been updated and posted to the Website. Emails and phone calls are picking up regarding upcoming renewals.
- e. Meetings/appearances:
  - i. June 17, 2021 - Occupational Licensing Review Commission regarding final rule making for LAC 46:LXIII. Chapter 6. Fees
  - ii. June 25, 2021 - Healthcare Professionals Foundation of Louisiana regarding monitoring of impaired psychologists.
  - iii. July 16, 2021 – Proctored Oral Examinations
  - iv. July 14, 2021 – Met with Dr. Moore and Harness to discuss an electronic option for the Jurisprudence Examination.
  - v. July 20, 2021 – Met with Dr. Gibson and Dr. Henke for agenda planning and transitioning.
- f. Contracts: Chehardy, Sherman, Williams, Murray contract was approved.
- g. Complaint Oversight: Ms. Monic is currently filling the role of compliance officer on one matter that Mr. Owens is recused from; Ms. Monic and Mr. Owens continue to meet every other Wednesday to review complaint status and progress.
- h. Prior meeting minutes were drafted, all action items have been initiated, website updated, and agenda developed and properly posted.
- i. Continuing to research options for Learning Management Systems to administer the Jurisprudence Examination.
- j. Ms. Monic reported the LPAA Report (property management) was delinquent by one day due to the report filing window being one day, which fell on the day of the board meeting. It was filed one day late and LPAA conditionally approved our inventory report.

2. **Finance Committee** –

- a. **Financial Statements** – The Board reviewed the financial statements prepared by Ms. Valerie Dominique for June 2021. Dr. Gormanous moved in favor of accepting the financial statements for June 2021. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke; Against: (0); Abstained: (0); Absent: (1) McNeely

3. **Oral Examination Committee** – Dr. Moore reported on two oral examinations conducted in July and discussed in executive session on this date.

4. **Legislative Oversight Committee** – Dr. Gormanous reported that the Louisiana Legislature went into its first veto session since 1964 but that the endeavor failed. Two issues touched on Psychology and dealt with transgender issues. Additionally, Dr. Gormanous reported that the legislature could call up to 4 special sessions.

5. **Supervision/Credentials Committee** – Dr. Moore reported that she continues to review and approve *Supervised Practice Plans* and *Applications to Provide Telesupervision* electronically. Dr. Moore reported on file reviews conducted in executive session on this date. Dr. Moore also reported that she continues to work on updating forms required by the Board in reviewing licensing requirements.

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6. **Complaints Committee** –

- a. Mr. Owens reported for the period 6/12/21-7/23/21 as follows: 1 new *Request(s) for Investigation* was received by a consumer since the last report; there are a total of 14 open investigations, 12 are active (one from FY17-18; one from FY19-20; eleven from FY 20-21; and one from FY 21-22. Two are under review and not yet noticed). There are currently no formal hearings scheduled; no disciplinary actions were finalized during this period and there was one application received with criminal background.
- b. Committee Recommendations: Mr. Owens and Ms. Monic reported on Complaints discussed in executive session.

7. **Continuing Professional Development Report**

- a. CPD Committee Report on Renewals – Dr. Harness and Dr. Gibson reported on the review and approval of CPD extensions, exemptions and approvals. Dr. Harness also raised the question on the ethics requirement and why service on a board or professional association would not count as the ethics requirement. The Board discussed this topic with the consensus being that every CPD activity has some component of ethics in the activity however the two-hour requirement for ethics that is expressly carved out of general professional continuing education activities for psychologists that is accepted toward this requirement is expected to be solely in the area of ethics and/or forensics; such activity should be clearly labeled as an ethics activity/training.
- b. Updates on LSBEP CPD offering by Dr. Antonio Puente on diversity, multicultural issues, etc. (finalizing organizing/arranging details including board goals & objectives, title, topical content, day/date, time, fees, marketing, etc.) – The Board discussed the upcoming Continuing Education Offering to be sponsored by the LSBEP.
  - i. Dr. Henke confirmed September 17, 2021 from 11:00 a.m. – 1:00 p.m. CST as the date agreed on by Dr. Puente.
  - ii. Dr. Gormanous moved in favor of requiring \$17.50/hour of CPD. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke; Against: (0); Abstained: (0); Absent: (1) McNeely
  - iii. Dr. Gormanous moved to delegate and empower authority to Drs. Gibson, Harness and Moore to purchase a platform and implement the design, platform and registration to facilitate the CPD Offering. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke; Against: (0); Abstained: (0); Absent: (1) McNeely

8. **Jurisprudence Examination Committee** –

Dr. Moore reported that the Committee reviewed an option for an electronic version of the Jurisprudence Examination through Canvas. Dr. Moore moved that the Board utilize the Canvas platform. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke; Against: (0); Abstained: (0); Absent: (1) McNeely  
Dr. Moore reported that she is reviewing options for feedback through the exam which could eliminate the need to review missed items on the Oral Examination.

- a. Dr. Moore also discussed that a pass rate had not been considered on acceptance of the revised Jurisprudence Examination. Dr. Moore moved for an 80% pass rate for the new examination. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness, Henke; Against: (0); Abstained: (0); Absent: (1) McNeely,

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9. **Public and Professional Outreach Committee** – Dr. Henke reported on the publication of the July edition of the LSBEP Newsletter. She reported that some articles related to ASPPB had been drafted and encouraged board members to continue the publication.
10. **Liaison to Professional Organizations** – Dr. Henke reported that she attended the ASPPB Board Chair Meeting on July 15, 2021. She reported that attendance was low and there were a lot of new members present. She encouraged board members to continue to keep track of the ASPPB Board Chair meetings and attend them since the transient nature of this committee creates an environment where ASPPB administrators are leading discussions that should be led by the members of the Board Chair Committee and ultimately result in major decisions being made by ASPPB. Dr. Henke also shared the letter received from ASPPB in response to LSBEP’s letter of June 28, 2021 outlining concerns with the EPPP2, PSYPACT and the perception that ASPPB is no longer focused on its mission to support member boards.
11. **Long Range Planning Committee** – There were no reports from the workgroups.

*Dr. Henke left the meeting.*

### **DISCUSSION/ACTION ITEMS**

1. **Review and Approval of Minutes: June 11, 2021** – The Board reviewed the minutes of June 11, 2021. Dr. Gormanous moved to approve the minutes with corrections. The Board discussed the motion. The motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
2. **Supervised Practice toward Licensure in Louisiana by Medical Psychologists not licensed with the LSBEP (M.Moore)** - this item was taken out of order and discussed earlier in the meeting.
3. **Supervision vs. Consultation Education/Opinion** – Ms. Monic discussed the growing number of complaints; requests for supervised practice plans that were consultative in nature; and questions from licensees and applicants regarding appropriate supervision. Ms. Monic suggested that the Board provide education either through an Opinion, newsletter article or a CPD offering regarding appropriate supervision. The board agreed that a newsletter article would be an appropriate topic.
4. **Licensing Best Practice Guidelines (J.Monic)**
  - a. **Policy Considerations: National Practitioner Databank: Reporting and Querying** – Ms. Monic provided the Board with information regarding best practice guidelines in credentialing as well as a sample report from the La. Legislative Auditor’s office. Ms. Monic suggested that the Board consider implementing some of the best practices suggested within reasonable budget considerations. The Board discussed some of the issues including querying the NPDB. Dr. Gormanous moved in favor of delegating funds of \$2/applicant to implement a query on all new applicants for licensure. The motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
5. **Non-Criminal CJIS Audit Findings (J.Monic)** – Ms. Monic reporting the findings from the Non-Criminal CJIS Audit conducted on the LSBEP as required of all agencies authorized to require and receive fingerprints and federal criminal history records. The Board discussed the audit findings and required policy revisions. Following discussion, Dr. Gormanous moved in favor of adopting revised policies on Training; Reporting mishandling or misuse of Criminal History Record Information; and Discipline/actions for mishandling or misuse of Criminal History Record Information as proposed by Ms. Monic, including the following:

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**6006. Personnel and Training Required for Employees/Board Members Receiving, Handling or Processing Criminal History Records Information**

**NAC AND LASO OFFICER:** *The Executive Director will serve as both Noncriminal Agency Coordinator (NAC) and Local Agency Security Officer (LASO). Other authorized employees: Compliance Officer, Attorney, Investigator, Complaints Coordinator, Current Board Members*

**TRAINING:** *Basic security awareness training shall be required within six months of initial assignment, and biennially thereafter, for all personnel who have access to Criminal Justice Information to include all personnel who have unescorted access to a physically secure location. All personnel of the board with access to Criminal History Record Information will complete security awareness training offered through the Louisiana State Police every two years.*

**6013. Administrative Procedures for Handling and Processing Criminal History Records**

*The Board Executive Director, ~~and~~ Administrative Assistant and Compliance Officer are in charge of processing/submitting/handling results of CBC's. Current Board Members, Complaint Coordinators, Board Attorney's, and Investigators of the Board may also have access to such records in the course of an investigation of an applicant, candidate or licensee to obtain, renew or maintain a license or registration with this Board.*

...

*The Board shall require the Applicant or Registrant to sign an acknowledgment that they have received the "Privacy Act Statement" as required pursuant to the Federal Privacy Act of 1974 (5USC 552a).*

...

- *The Compliance Officer is responsible for documenting the existence of a Criminal Background Check by applicants and submitting a report to the Louisiana Legislature in accordance with La. R.S. 37:36.E.(3) pertaining to licensure or the denial of licensure of applicants with a criminal record.*
- *The Compliance Officer may also investigate any arrest, charge, or conviction disclosed as a result of the Criminal Background Check, including instances where the applicant has not disclosed their criminal or disciplinary histories on the notarized application.*
- *If a Criminal Record/History is received that does not belong to the LSBEP, LSBEP is required to contact LSP and shred the record in accordance with this policy (i.e., witnessed/onsite destruction).*

...

**Improper Handling and/or Misuse of CHRI:**

- *Employee's shall provide a signed acknowledgment of receipt of LSBEP Policies and Procedures herewith pertaining to such misuse of CHRI and consequences, including loss of access to CHRI, loss of employment and/or criminal prosecution.*
- *Any employee or current board member aware of improper handling or misuse of CHRI, shall immediately report incidents to the Executive Director. If the Executive Director is alleged to have improperly handled or misused CHRI, the incident shall immediately be reported to the Board Chair.*
- *The Executive Director or Board Chair shall take steps to investigate any allegation involving improper handling and misuse of CHRI.*

**Consequences of improper handling or misuse of CHRI:**

- *Should it be determined that an employee of the LSBEP or a Board Member has improperly handled or misused CHRI either due to intentional or accidental acts, the Executive Director or Board Chair will report the incident to the Louisiana State Police and the LSBEP Board of Directors and reporting the breach to affected persons.*

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- The Executive Director, Board Chair or Board of Directors, may determine additional action is appropriate including but not limited to the following:
  1. corrective action plan to prevent future unintentional or accidental mishandling/misuse of CHRI
  2. termination in the event intentional misuse is discovered, or the employee is not able to competently handle CHRI in conjunction with their job duties.
- Documenting improper handling or misuse of CHRI:
  - The Board shall maintain a log to be update by the Executive Director or Board Chair for the purpose of tracking, documenting investigations and reporting incidents to Louisiana State Police.

6. **Other LSBEP Policy and Procedure:**

- a. **Employee Pay (J.Monic):** Ms. Monic reported that she had received the equity pay awarded to her by the Board during their June 11, 2021 meeting. Ms. Monic reported that Civil Service did not require reporting this payment to them since it was not considered regular pay, however it was recommended that the Board consider a policy regarding this type of payment. The Board discussed the recommendation. Dr. Gormanous moved in favor of adopting the following policy:
- Board members may consider equity adjustments (one time or continuous) or excess leave payout (based on an employee’s hourly rate and other factors) in lieu of a raise, and in consideration of agency funding, when an employee has performed exceptionally in executing their job duties, or has taken on additional job duties or tasks in extraordinary circumstances (e.g. implementing new projects, overtime work required to maintain board functioning during a declared state of emergency, other unusual or extraordinary job performance) deemed worthy of recognition or compensation by the members of the Board of Directors.*
- b. **Board meetings/functions/frequency of meetings** - The board continued discussing options for restructuring board meeting frequency to every other month while facilitating committee work and training requirements in between board meetings. Ms. Monic requested assistance in reviewing old board meeting minutes to outline all of the delegations that would need to be in place in order to continue board operations without delays or disruption. Drs. Gormanous and Harness agreed to assist with this process. The board discussed meeting in September to possibly implement this structure
- c. **Oral Examination Practice and Procedure (G.Gormanous/M.Moore)** – Drs. Moore and Gormanous presented an updated document which they proposed should be provided to each candidate invited to the oral examination. Dr. Moore explained that they updated and expanded on the Seven Areas of the Oral Examination and Case Vignette instructions and consolidated these into an improved document called “*Oral Examination Practices and Procedures*” (outlined below). Dr. Gibson moved for the adoption of this document. The Board discussed the motion, the motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke

***ORAL EXAMINATION PRACTICES AND PROCEDURES***

*The Oral Examination covers an in-depth inquiry into and rating of Adequate, Borderline, or Deficient on each of the seven (7) areas listed below, as well as any area the Board deems relevant to protecting the public against the unauthorized, unqualified, and improper application of psychology. The Candidate will receive feedback on any borderline or deficient rating.*

**Seven Areas of the Oral Examination:**

1. *Appropriateness of predoctoral training for type of work that the candidate does or anticipates doing.*
2. *Ability to conceptualize and to bring psychological theory to bear upon a typical scientific or professional problem.*
3. *Proficiency in assessments and interventions, which is the ability to utilize an appropriately broad-based range of techniques.*

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4. *Sensitivity to ethical dilemmas or scenarios, and how they may be resolved in the candidate's work setting.*
5. *An appropriate sense of one's limitations and an understanding of what is outside one's competence.*
6. *Knowledge of Louisiana's licensing law, rules, and regulations.*
7. *Maturity, sound decision making, and effective professional judgment.*

**What to expect:**

*The Examining Committee will have reviewed the Candidate's application file for licensure including training documentation, reference forms and transcripts in advance of your examination and select a Case Vignette based*

*on the Candidate's Declaration of Competencies. The Candidate can expect to have 20-30 minutes to review the*

*Case Vignette prior to meeting with the Examining Committee.*

*The Examining Committee will:*

- *review any missed items on the Jurisprudence Examination;*
- *request that the Candidate provide a brief overview of their training;*
- *review the Candidate's Declaration of Competencies with the Candidate;*
- *request the Candidate present their Case Vignette;*
- *request the Candidate present a real-life ethical dilemma or scenario they have experienced in their career and explain how the Candidate resolved the dilemma; and*
- *address any concerns or discrepancies noted in the Candidates File.*

**Completing the Case Vignette:**

*Please be prepared to provide the Board with an analysis of the case vignette and include the following:*

- *A clear and distinct primary diagnosis (individual or organizational) and justification for this diagnosis;*
- *Any possible alternative diagnoses you considered but ruled out and why;*
- *What tests you would consider and/or what additional information might be needed to either confirm your preliminary diagnosis or rule out your alternative diagnoses;*
- *How would you approach treatment if this were your client; i.e., what is your initial treatment plan;*
- *Relevant multicultural considerations you might consider for the selected case;*
- *Relevant ethical considerations you might consider for the selected case.*

7. **Forms Review and Updates (a. Steps Toward Licensure form; b. Internship Supervision Documentation form; c. Postdoctoral Supervision Documentation form (M.Moore)** – Dr. Moore presented the updated Steps Toward Licensure, as well as the Internship Documentation form and Postdoctoral Supervision Documentation form which were updated to align with the Declaration of Competencies form in creating several data points to assess an applicants declared competence based on their verified training and credentials; Dr. Moore moved for the adoption of the updated forms. The Board discussed the motion, the motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
8. **Staff/Organizational**
  - a. **Complaints Coordinator 1 – Sasha J. Lambert Contract - report from executive session** – Dr. Gormanous read the resolution for adoption concerning the three-year contract offered to Sasha J. Lambert, Ph.D. for the position of Complaints Coordinator I. (see Executive Session Item 1. CONTRACTION NEGOTIATION – Sasha J. Lambert, Ph.D.)
  - b. **Complaints Coordinator 3 (Vacant Position)** - Ms. Monic advised the Board that this position was vacant and recommended putting out a call for interest in this position. Ms. Monic advised that once eligible candidates were identified, she would need a Board Member to assist with interviewing for the contract position. The Board affirmed the initiative to fill this position.
  - c. **Administrative Assistant Position-** Ms. Monic advised the Board that she had contacted Civil Service about converting the 3<sup>rd</sup> approved unclassified position for an attorney to an administrative assistant. Civil

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Service was looking into the matter but had not gotten back to Ms. Monic. Alternately, Ms. Monic advised the Board that the LA Behavior Analyst Board may be interested in splitting the attorney position which would make the salary for that position more appealing. The Board discussed the issue. Dr. Gormanous relayed his preference to stay on track with someone who could be mentored and groomed to take Ms. Monic's place on retirement. Ms. Monic agreed to stay the course, but advised that until new funds are generated, and the Board's budget is stabilized the board is not in a position to add another person to its payroll.

9. **Staff/Board Member Training Conferences and Online Training -**

- a. **FARB – September 30, 2021 – October 3, 2021, Nashville, TN -** Ms. Monic presented an opportunity for staff training with FARB which includes “Ethics in an Administrative Law Setting” (3.5 hrs.), “State of Judicial Deference” (1 hr), “A Dialectical Method of Fact-Finding in Administrative Hearings” (1hr), “Immediate Temporary Suspensions” (1hr), “COVID19: Occupational Licensure During Public Emergencies” (1hr), “Validation of Examinations with Respect to Diversity” (1hr), “In Defense of Licensure” (1hr), “Administrative Hearings: Lessons Learned from the Pandemic” (2hrs), “The Debate over Criminal History Records Checks” (1 hr.), “Preparing for a Review of Agency Rules” (1.25hrs). Ms. Monic stated that Ms. Rhonda Boe approached her to advise that she would be attending and was willing to share accommodations if LSBEP was interested in furthering her training. The Board discussed the opportunity for training. Dr. Gormanous stated he has attended FARB and that it is a very valuable training. Dr. Gormanous moved in favor of sending Ms. Monic to FARB's conference, and authorizing funds to cover registration, travel, expenses and splitting hotel accommodations with the LBAB. The Board discussed the motion, the motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke
- b. **ASPPB – October 15, 2021 – October 16, 2021, Virtual Meeting –** Ms. Monic presented the flyer for ASPPB's Virtual Meeting, advising that the savings the Board incurs by not having travel or hotel expenses, and the fact that registration is \$50 per attendee makes this meeting very affordable. Dr. Gormanous moved in favor of approving funds to register all board members and staff interested in attending. The Board discussed this motion, the motion passed by roll call vote as follows: In favor: (5) Gibson, Gormanous, Moore, Harness; Against: (0); Abstained: (0); Absent: (2) McNeely, Henke. Drs. Gibson, Gormanous and Moore confirmed their interest in being registered for this meeting. Dr. Harness stated that she was not available to attend this meeting. Ms. Monic advised that she would initiate registration for interested board members and staff.

At 4:31 p.m., all business having concluded, Dr. Moore moved to adjourn the meeting. The Board discussed this motion. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Henke, Gormanous, Gibson, Moore, Harness; Against: (0); Abstained: (0); Absent: (1) McNeely.

**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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