STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY & ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING
BOARD OF CERTIFIED REAL ESTATE APPRAISERS

MINUTES OF TELEPHONIC MEETING
January 13, 2014

By the authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled meeting of the Board of Psychologist and Psychological Associate Examiners was held on January 13, 2014 at the State Office Building, 333 Willoughby, 9th Floor, Conference Room B, Juneau, Alaska.

The meeting was called to order at 9:35 A.M. by Michelle Johnston, Records and Licensing Supervisor.

Those present, constituting a quorum of the Board:

Jim Picard
Lance Cook
Clint Lentfer

In attendance from the Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing was:

Michelle Johnston, Records and License Supervisor – Juneau
Susan Johnson, Licensing Examiner - Juneau

Ms. Johnston stated that the Division hoped that the Board would be able to choose a new chairperson since they no longer had one. Mr. Picard responded that Mr. Cook had stated on record that he only intended on finishing his term and then will no longer be on the Board. Mr. Picard stated that he was confronted with about 3,000 pages of regulation changes as of January 2013 and is in no position to spend much time focusing on Board business in a leadership position.

Clint Lentfer asked what the progress was regarding the vacancies on the Board. Ms. Johnston answered that there are two people that have applied and possibly for appointment by the Governor. Regarding the examiner position, there have been just a few

people that applied. Examiner Susan Johnson joined the meeting who will be taking over some examiner duties during the search for a new examiner. Mr. Lentfer asked if the Director would be helping out in the search for finding a new examiner. Ms. Johnston replied that the Director is aware of the situation however is not directly involved in the process of selecting examiners.

Subcommittee Final Audit

Ms. Johnston stated that it is the Division and the Board's responsibilities to reply to the final audit. The subcommittee provided timelines that require the division to perform a 100% audit and gave a 30, 60 and 90 day timeline. The division is in the process of filing an extension on those timelines as the Division did not receive notification in a timely manner. There is a new auditor involved in the audit process as the original auditor, Neil, has cycled off, per the Subcommittee's rules. The Division's concern regarding the audit is the Subcommittee's recommendation to pull or downgrade an applicant's license. In the state of Alaska, a license is considered personal property and once it is issued, it is very difficult to take away from the licensee. The Division is searching out alternate options that will satisfy the requirements of the Subcommittee and the Statutes and Regulations of the State of Alaska. Ms. Johnston asked if the Board had any instructions in response to the audit. Mr. Lintfer stated that the Board is working toward compliance and that working closely with the auditor will be in the best interest of the program. He also suggested that application items be addressed individually with the auditor so that both the Division and the Board knows exactly what the auditor is looking for; inactivity will be detrimental.

Mr. Picard proposed that Mr. Lentfer consider being the chairman until the end of his term, however Mr. Lentfer's term is up on March 1st, 2014 and while he considered being an interim however his time is too short to be effective.

Application Discussion

The Board discussed the application of Denver Lee Hudson. The checklist indicated that Mr. Hudson did not disclose all licensed states on his application. Mr. Picard wanted to know if that was a fatal error in terms of his application. He thought that there would be an investigation if this happened. Ms. Johnston stated that the Board determined that when an application comes in without all of the licensed states listed, staff was instructed to treat the application as incomplete and require that the applicant resubmit the correction with all of the accurate information.

Under a motion duly made by Mr. Picard, seconded by Mr. Cook and approved unanimously, it was:

RESOLVED approve the application for Denver Lee Hudson.

Respectfully Submitted:

Laura Carrillo 04/14/16

Laura Carrillo (For Susan Johnson) **Date**

Approved:

4/21/16

David Derry, Chair **Date**