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STATE OF ALASKA

DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING
BOARD OF PSYCHOLOGISTS AND PSYCHOLOGICAL ASSOCIATES

MINUTES OF MEETING
February 1-3, 2017

The staff of the Division of Corporations, Business & Professional Licensing prepared these minutes. They have been reviewed and approved by the Board.

By the authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled Board meeting was held at 333 Willoughby Ave., Juneau, Alaska.

WEDNESDAY, FEBRUARY 1, 2017

Due to lack of quorum the meeting was not called to order 2/1/17. Board members Joel Wieman and Al Levy worked on drafting questions for the State Law and Ethics examination. Board staff Renee Hoffard remained in the conference room to assist the board members present.

THURSDAY, FEBRUARY 2, 2017

AGENDA ITEM 1- CALL TO ORDER AND ROLL CALL

The meeting was called to order at 8:51 a.m. by Al Levy

Those present, constituting a quorum of the Board:

Kristi Fuller, Psychologist,
Al Levy, Psychological Associate
Joel Wieman, Psychologist
Sarah Angstman, Psychologist

Board member Suzanne Dutson was excused from the meeting.

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

Renee Hoffard, Licensing Examiner
Janey Hovenden, Director
Michelle Wall-Rood, Investigations via teleconference

In attendance as members of the public:

Dianna Rehn
Kaichen McRae

AGENDA ITEM 2- REVIEW AND APPROVE AGENDA

53 UPON A MOTION MADE BY SARAH ANGSTMAN; SECONDED BY KRISTI FULLER AND
54 APPROVED UNANIMOUSLY, IT WAS RESOLVED TO AMEND THE AGENDA BY STRIKING
55 AGENDA ITEM 10, CORRESPONDENCE.
56

57 UPON A MOTION MADE BY SARAH ANGSTMAN; SECONDED BY KRISTI FULLER AND
58 APPROVED UNANIMOUSLY, IT WAS RESOLVED TO APPROVE THE AGENDA AS AMENDED.
59

60
61 AGENDA ITEM 3- REVIEW AND APPROVE MEETING MINUTES
62

63 UPON A MOTION MADE BY KRISTI FULLER; SECONDED BY SARAH ANGSTMAN AND
64 APPROVED UNANIMOUSLY, IT WAS RESOLVED TO APPROVE THE MEETING MINUTES FOR
65 OCTOBER 2015, MARCH 2016, MAY 2016 AND JUNE 2016 AS WRITTEN.
66

67 AGENDA ITEM 4- ETHICS REPORT
68

69 None of the board member had any ethics disclosures at this time.
70

71 Break at 9:34 a.m.

72 Returned at 9:48 a.m.
73

74 AGENDA ITEM 5- INVESTIGATIVE REPORT
75

76 Investigator Michelle Wall-Rood joined the meeting via teleconference to provide the program's
77 Investigative report for the period of May 31, 2016 through October 31, 2016. The division
78 opened 5 matters and closed 4 matters. There is 1 matter ongoing and under review. There are
79 no probation cases at this time. The call ended at 9:56 a.m.
80

81 AGENDA ITEM 6- DIVISION UPDATE
82

83 Division Director Janey Hovenden joined the meeting at 9:58 a.m. Director Hovenden discussed
84 the board's current fiscal reports and fiscal analysis in preparation for the program's upcoming
85 renewals. The board proposed increasing the application fee to reflect the time used to process
86 incoming applications for licensure. The board also recommended increasing the licensure fee
87 for psychological associates; the fee for that license has not been reevaluated since the scope of
88 practice was changed and the board sees no discernable reason for a tiered fee system between
89 the 2 license types. The board also discussed the current travel restrictions, Chair Levy was
90 tasked with sending a letter to the division outlining the reasons it is imperative for the entire
91 board and staff to attend the upcoming ASPPB Mid-year conference in Memphis, TN.
92

93
94 AGENDA ITEM 7- PUBLIC COMMENT
95

96 Dianna Rehn and Kaichen McRae called into to public comment with a question about the
97 continuing education requirement for renewals as it applies to licensees that will be licensed less
98 than one year at the time of renewals. Renee requested clarification from the Department of Law
99 and was tasked with letting Ms. Rehn and Ms. McRae know what DOL said within 2 weeks of the
00 meeting.
01

02 The board recessed for lunch at 12:03 p.m.

03 The board returned at 1:15 p.m.
04

05 **AGENDA ITEM 8- APPLICATION REVIEW**

06
07 UPON A MOTION MADE BY SARAH ANGSTMAN; SECONDED BY KRISTIE FULLER AND
08 APPROVED UNANIMOUSLY, IT WAS RESOLVED TO APPROVE THE FOLLOWING
09 APPLICATIONS WITH THE STIPULATION THAT THE INFORMATION IN THE APPLICATION
10 FILES WILL TAKE PRECEDENCE OVER THE MINUTES OF THIS MEETING.
11

12 *Psychologist by Credentials*
13 *Mark Cunningham, Sharon Arffa, and Gwendoline Lander*
14

15 **AGENDA ITEM 9- NEW BUSINESS**

16
17 4:34 PM, Board recesses until tomorrow (February 3, 2017), 9AM.
18

19 **FRIDAY, FEBRUARY 3, 2017**

20
21 Reconvene at 9:09AM.
22

23 Roll call, present Kristi Fuller, Al Levy, Joel Wieman, and Sarah Angstman.
24

25 Board staff Renee Hoffard
26

27 Board member Suzanne Dutson was excused.
28
29

30 **AGENDA ITEM 12 OLD BUSINESS**

31
32 The board asked Renee to check on the status of a previous regulations project that had been
33 submitted in regards to the Tele-health legislation passed in 2016. The board had voted on the
34 proposed amendment during the June 2016 board meeting.
35

36 **AGENDA ITEM 13 ADMINISTRATIVE BUSINESS**

37
38 **A. *Schedule meetings for upcoming year***

39 The board determined that Renee would arrange an online survey to schedule the April and
40 August board meetings. The board planned to hold the August meeting in Bethel, AK. They
41 determined it would be best to wait to schedule any further meetings as there would
42 be a new board member as Krisi's term ends March 1.
43

44 **B. *Schedule attendees for future ASPPB Conferences***

45 The board reiterated that Renee would submit travel requests for all board members and
46 herself to attend the mid-year ASPPB Conference in Memphis, TN April 27-30, 2017. The
47 October meeting will be in FY18 and should be worked on after July 1, 2017.
48

49 The board recessed for lunch, off record at 11:30 a.m.

50 The board returned at 12:04 p.m.
51

52 **AGENDA ITEM 15 STATE LAW & ETHICS EXAM REVIEW**

53
54 UPON A MOTION MADE BY KRISTI FULLER, SECONDED BY SARAH ANGSTMAN AND
55 APPROVED UNANIMOUSLY, IT WAS RESOLVED TO ENTER INTO EXECUTIVE SESSION IN
56 ACCORDANCE WITH AS 44.62.310(C), AND ALASKA CONSTITUTIONAL RIGHT TO PRIVACY

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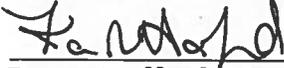
**PROVISIONS FOR THE PUPOSE OF DICUSSING MATTERS INVOLVING CONSIDERATION OF
GOVERNMENT RECORDS THAT BY LAW ARE NOT SUBJECT TO PUBLIC DISCLOSURE. BOARD
STAFF RENEE HOFFARD TO REMAIN IN THE ROOM.**

Off record at 12:05 p.m.
Return to record at 2:12 p.m.

**UPON A MOTION MADE BY KRISTI FULLER; SECONDED BY JOEL WIEMAN AND APPROVED
UNANIMOUSLY, IT WAS RESOLVED TO ADJOURN THE BOARD MEETING.**

OFF THE RECORD AT 2:19 P.M.

Respectfully Submitted:



Renee Hoffard, Licensing Examiner

Approved:



Al Levy, Chair

4/14/17
Date