

1
2 **State Of Alaska**
3 **DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT**
4 **DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING**
5 **BOARD OF PSYCHOLOGIST AND PSYCHOLOGICAL ASSOCIATE EXAMINERS**

6 **Minutes of Meeting**
7 **May 10-11, 2018**
8

9 **The staff of the Division of Corporations, Business and Professional Licensing**
10 **prepared these draft minutes. They have not been reviewed or approved by the**
11 **Board.**

12
13 By the authority of AS. 08.01.070(2), and in compliance with the provisions of AS
14 44.64, Article 6, a scheduled board meeting was held at 333 Willoughby Ave. Juneau,
15 Alaska.

16
17 Thursday, May 10, 2018
18

19 *Agenda Item 2 - Call to order and Roll call*

20 Board Chair Al Levy called the meeting to order at 9:11am.
21

22 Those present, constituting a quorum of the Board:

23
24 Sarah Angstman, Psychologist
25 Paul Dukarm, Psychologist
26 Suzanne Dutson, Public Member
27 Al Levy, Psychological Associate
28 Joel Wieman, Psychologist
29

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

32
33 Rissa Teske, Licensing Examiner
34 Autumn Roark, Investigator
35 Sonia Lipker, Senior Investigator
36 Marylene Wales, Accountant III
37 Chase Parkey, Records & Licensing Supervisor
38 Sara Chambers, Deputy Director
39 Shirley Marquardt, Director of Boards & Commissions
40 Shalome Cederberg, Boards & Commissions
41

42 Members of the public in attendance: Jana Zeedyk and Chris Reynolds from Alaska
43 Psychological Association in person at 11:30 am
44
45

46 *Agenda Item 3 - Review & Approve Agenda*

47 The board reviewed the draft agenda of the meeting. Chair Levy asked to add the
48 provision that the board will be flexible with the public comment time in case the
49 AKPA (Alaska Psychological Association) representative is unable to attend at the 11:30
50 am.
51

52 UPON A MOTION MADE BY SUZANNE DUTSON; SECONDED BY JOEL WIEMAN
53 AND APPROVED UNANIMOUSLY, IT WAS RESOLVED TO APPROVE THE AGENDA AS
54 AMENDED.

55 Agenda Item 4 - OnBoard Training

56 Licensing Examiner Teske gave a very brief overview of the OnBoard Program. The
57 board had several problems including but not limited to slow MiFi internet, crashing of
58 the board book, having to use 2 separate hotspots to improve internet speed, and
59 difficulty navigating the program. Licensing Examiner Teske spoke about the OnBoard
60 feature that allows the board to review applications outside of board meetings. The
61 board discussed the need for the ability to be able to discuss applications with each
62 other while reviewing them. The board agreed that discussion is very important, and
63 that online application review eliminates the possibility for new board members to get
64 the support they need to do their job correctly. All board members agree on some
65 level or another that discussion is needed when reviewing applications.

66
67
68 Agenda Item 5 - Ethics Report

69 There were no ethics disclosures from the board.

70
71
72 Agenda Item 6 - Review & Approve Meeting Minutes

73 The board reviewed draft minutes of the February 2018 board meeting; the board
74 noted spelling errors. Board Member Wieman suggests that in the future the board
75 read the minutes on their own prior to the board meeting, and bring in a copy with
76 their changes to give the Licensing Examiner. Chair Levy agreed.

77
78 UPON A MOTION MADE BY JOEL WIEMAN; SECONDED BY SARAH
79 ANGSTMAN AND APPROVED UNANIMOUSLY, IT WAS RESOLVED TO APPROVE THE
80 FEBRUARY 2018 BOARD MEETING MINUTES AS CORRECTED.

81
82 UPON A MOTION MADE BY SUZANNE DUTSON; SECONDED BY PAUL
83 DUKARM AND APPROVED UNANIMOUSLY, IT WAS RESOLVED TO AMEND THE
84 AGENDA TO INSERT 30 MINUTES OF APPLICATION REVIEW TO MAKE GOOD USE
85 OF THE BOARD'S TIME.

86
87
88 Agenda Item 12 - Application Review

89 The board reviewed applications for licensure. (3 applications, and 1 license renewal)

90
91 Break at 10:27 am

92 Return at 10:32 am

93
94 Agenda Item 7 - Investigative Report

95 Investigators Sonia Lipker and Autumn Roark, reviewed the investigative report with
96 the board. For the period of January 23, 2018, through May 4, 2018, the division
97 closed four (4) matters; opened one (1) matter; the program has one (1) ongoing and/or
98 under active investigation. Investigator Lipker gave an overview of the investigative
99 process, per request of Chair Levy. There was a brief discussion about the role of a
100 reviewing board member; the reviewing board member cannot discuss the case with
101 other board members, must recuse themselves from the discussion of the case if/when
102 it goes to the board, and must abstain from voting on the case.

103
104 UPON A MOTION MADE BY SUZANNE DUTSON; SECONDED BY PAUL
105 DUKARM AND APPROVED UNANIMOUSLY, IT WAS RESOLVED TO AMEND THE
106 AGENDA TO INCLUDE 20 MINUTES OF APPLICATION REVIEW UNTIL THE NEXT
107 AGENDA ITEM AT 11:00AM TO MAKE GOOD USE OF THE BOARD'S TIME.
108

109
110 Agenda Item 12 - Application Review

111 The board continued the review of applications for licensure. (3 applications, and 1
112 license renewal)
113

114
115 Agenda Item 8 - Division Update

116 Accountant Marylene Wales and Records and Licensing Supervisor Chase Parkey,
117 joined the meeting via teleconference to provide the division update. Accountant
118 Wales reviewed the FY18 third quarter fiscal report with the board. Chair Levy wanted
119 to discuss travel issues with the division to make sure that when board members travel
120 that reservations are confirmed, that there is emergency contact information provided,
121 and they are not out of pocket for expenses that should be covered by the board and
122 the division. Chair Levy referenced Board Member Dutson's experience in Memphis
123 last year. Supervisor Parkey shared that he is currently working with the division
124 Deputy Director Sara Chambers, and Boards and Commissions' Director Shirley
125 Marquardt, and Shalome Cederberg, also with Boards & Commissions to fix these
126 issues with travel. Board Member Dutson shared information about what happened in
127 Memphis, Dallas, and in Anchorage last night (May 9, 2018). She stated that she was
128 told by the Anchorage hotel front desk that the state credit card was not authorized
129 for her room and they need a faxed signature authorizing the charge to the state card.
130 She stated that she provided her personal credit card instead, which was then charged
131 for her room. Board Member Dutson asked that the person who booked her travel be
132 addressed directly, and she gave the name of the person on her itinerary. Chair Levy
133 asked that resources, procedure, or policy be provided for travelers so that when there
134 is an emergency they know who to contact. Licensing Examiner Teske shared that
135 those resources Chair Levy is requesting are already in place, as there is an emergency
136 after hour's service phone number located on your itinerary. Board Member Angstman
137 shared that her hotel charge card authorization was emailed directly to her and she
138 gave it to the front desk last night when she checked in to the same hotel as board
139 member Dutson, and it worked well for her. Board Member Dutson stated that a
140 charge card authorization was not emailed to her, and that the after-hours emergency
141 number is located below her airline information in her itinerary so she doesn't know if
142 that number is for the airline or for the travel desk. Board Member Dutson said she's
143 had to ask for her itineraries for the last three trips, as they are never sent to her.
144 Board Member Wieman shared a travel issue he had with his last trip to Juneau, as he
145 was booked on an 8 am flight and subsequently missed an entire day's work. Board
146 Member Dukarm also shared that he had to change to a later flight yesterday, which he
147 did directly through Alaska Airlines. Board Member Dutson shares that she has also
148 been booked on an early morning flight and had to ask to be rebooked on a later flight
149 so that she doesn't miss work. Board Member Dutson stated that she's submitted her
150 travel preferences to the division in the past, that the travel process is not going well,
151 and the timing of reimbursements is problematic as she's waited over eight weeks for
152 reimbursement. Accountant Wales says she will bring this all up with Melissa (Dumas).

153 Chair Levy moved on to another topic and asked what the division's position is on fees
154 for late renewal. Division Staff Parkey answered that some programs do have late fees
155 and if the board wanted to as well, they would need to initiate a regulation project.
156

157 Director of Boards and Commissions, Shirley Marquardt, joined the meeting in person
158 and shared that she's had the same experiences with travel that the board has, and
159 found that the problem was a disconnect between the back office at the hotel and the
160 front desk. She suggested that Chair Levy send an email to Licensing Examiner Teske
161 before board members travel to ask that the travel desk confirm with the hotel that
162 they have everything they need and board members are not going to be charged for the
163 room.
164

165 Deputy Director Sara Chambers joined the meeting in person and apologized to Board
166 Member Dutson about her situation, she stated that wants to make sure we are doing
167 everything we can to assist and to also prevent things from happening in the future.
168 She also said that fortunately in the past few weeks the division has gotten approval to
169 take back travel arrangement duties from Shared Services. She also shared that she
170 has just learned that a hotel authorization is emailed to the traveler when travel is
171 booked, and she was able to forward that to the hotel when she checked in earlier this
172 week. She stated that this is a new thing, and to be on the lookout for it. Board
173 Member Dutson stated that that authorization was not emailed to her. There is a
174 discussion about travel preferences. Board Member Dutson stated that she's made her
175 travel preferences known more than once, including ADA accommodation requests
176 which she says is met only half the time. Deputy Director Chambers asked if she can
177 speak with Board Member Dutson separately to make sure they are communicating
178 well.
179

180
181 Agenda Item 9 - Public Comment
182

183 Dr. Jana Zeedyk, President of Alaska Psychological Association (AKPA) and AKPA board
184 member Chris Reynolds joined the meeting in person for public comment. Chris
185 Reynolds spoke about collaboration between the board and AKPA to reach common
186 goals. He stated that AKPA is interested in adopting the APA Model Licensure Act. He
187 shared that at the national level, eighteen states have already adopted some version of
188 the APA Model Licensure Act. He asks if the board is familiar with this. Chair Levy
189 then stated that public comment time is not supposed to be a dialog; it is a one way
190 street and AKPA's opportunity to tell the board what it would like the board to hear.
191 In order for a discussion to take place, AKPA would need to ask for a spot on the
192 agenda to present information and it's handled differently. Chris Reynolds continued
193 talking about the APA Model Licensing Act, stating that the AKPA board isn't
194 completely committed to it yet but they are exploring it and moving that direction.
195 The main difference is the two years of required supervision for licensure, under the
196 Model Licensing Act, can both take place before graduation. He then stated that he's
197 interested in finding a way for both boards to have more collaborative conversations to
198 be able to identify common ground and then to work together on that.
199

200 **UPON A MOTION MADE BY SUZANNE DUTSON; SECONDED BY PAUL**
201 **DUKARM AND APPROVED UNANIMOUSLY, IT WAS RESOLVED TO AMEND THE**
202 **AGENDA TO HAVE THE LUNCH BREAK END AT 1:15 PM.**
203

204 Lunch break at 12:08 pm.

205 Return from lunch at 1:28 pm.

206

207 Agenda Item 11 - Exam Scoring

208

209

210

211

212

213

214

215

UPON A MOTION MADE BY SUZANNE DUTSON; SECONDED BY PAUL DUKARM AND APPROVED UNANIMOUSLY, IT WAS RESOLVED TO ENTER INTO EXECUTIVE SESSION IN ACCORDANCE WITH AS 44.62.310(C), AND ALASKA CONSTITUTIONAL RIGHT TO PRIVACY PROVISIONS FOR THE PURPOSE OF DICUSSING MATTERS INVOLVING CONSIDERATION OF GOVERNMENT RECORDS THAT BY LAW ARE NOT SUBJECT TO PUBLIC DISCLOSURE. BOARD STAFF RISSA TESKE TO REMAIN IN THE ROOM.

216

217 OFF RECORD AT 1:31 PM

218

BACK ON RECORD AT 2:30 PM

219

220

221 Agenda Item 12 - Application Review

222

The board continued the review of applications for licensure. (3 applications, and 1 license renewal)

223

224

225

There is a continued discussion about concerns with supervised practice plans that are being submitted by applicants. Board member Angstman states that she would be willing to edit the Supervised Practice Plan form. Chair Levy asks board member Angstman to start with a draft and send it to Licensing Examiner Teske and she will email it to the rest of the board for review.

226

227

228

229

230

231

UPON A MOTION MADE BY SUZANNE DUTSON; SECONDED BY PAUL DUKARM AND APPROVED UNANIMOUSLY, IT WAS RESOLVED TO APPROVE THE FOLLOWING APPLICATIONS WITH THE STIPULATION THAT THE INFORMATION IN THE APPLICANT FILES TAKE PRECEDENCE OVER THE MINUTES OF THIS MEETING.

232

233

234

235

236

JANECE RICHARD - PSYCHOLOGIST BY EXAM TEMPORARY LICENSE

237

KYLIE GORE-HALL - PSYCHOLOGICAL ASSOCIATE BY EXAM TEMPORARY LICENSE

238

239

The board briefly discussed the Model Licensing Act and the post-doctoral supervision. Chair Levy asked Licensing Examiner Teske to scan and email a copy of the act to the board members before tomorrow morning.

240

241

242

243

The board recessed at 3:41 pm until 9:00 am Friday, May 11, 2018.

244

245

246

FRIDAY, May 11, 2018

247

248

Board Chair Al Levy called the meeting to order at 9:12 am.

249

250

Those present, constituting a quorum of the Board:

251

252

Sarah Angstman, Psychologist

253

Paul Dukarm, Psychologist

254

Suzanne Dutson, Public Member

255

Al Levy, Psychological Associate

256

Joel Wieman, Psychologist

257
258 In attendance from the Department of Commerce, Community and Economic
259 Development, Division of Corporations, Business and Professional Licensing were:

260
261 Rissa Teske, Licensing Examiner

262
263 Members of the public in attendance: Michael Reed in person at 9:15 am

264
265 No changes to the agenda at this time.

266
267 Agenda Item 16 - Correspondence

268
269 The board read the letter from Michael Reed which requested the board accept his
270 2,000 hours obtained during his LPA supervision period in lieu of an additional year of
271 post-doctoral supervised experience. The board read through the regulations and
272 statutes and discussed whether or not there is any authority given to them to allow the
273 board to grant his request. The board was unable to find any regulation or statute that
274 gave them the authority to override the statute that sets requirements for licensure.
275 Mr. Reed was encouraged to do his own research in the regulations and statutes as he
276 might be able to find something that the board has missed. The board agrees that they
277 do not have the legal authority to grant his request.

278
279 The board read and discussed the email forwarded by Records and Licensing
280 Supervisor Chase Parkey, inquiring about the \$100 credentialing fee for the PLUS
281 program. The Will of the board is they do not want to charge a \$100 document review
282 fee for anyone applying through the PLUS program, the feeling was that it was
283 unnecessary. Anyone who is applying directly to the board, not using the PLUS
284 program, does need to pay the \$100 document review fee.

285
286 **UPON A MOTION MADE BY SUZANNE DUTSON; SECONDED BY PAUL**
287 **DUKARM AND APPROVED UNANIMOUSLY, IT WAS RESOLVED TO WAIVE THE \$100**
288 **DOCUMENT REVIEW FEE FOR ANY APPLICANT USING THE PLUS PROGRAM**
289 **WHEATHER FOR LICENSURE BY CREDENTIALS OR LICENSURE BY EXAMINATION.**

290
291 The board read and discussed the email from Dr. Cathy von Hippel with Alaska
292 Telepsychology. The board agreed that there were two parts to the question. Part one:
293 Can a person accrue post-doctoral hours in a telepsychology practice? The board
294 agreed that there is nothing that says a person can't do that. Part two: The letter
295 proposed a mix of in-person supervision and face-to-face videoconferencing. How
296 much of it is in person? The board decided that they need more information before
297 they can provide an answer and proposed a set of questions be asked of Dr. von
298 Hippel:

299 The board sees supervision as a distinctly different activity, with a different purpose
300 than providing therapy and therefore the board defines face-to-face differently in
301 supervision than it does in therapy. The board has the means and authority to
302 approve alternate supervision plans. Here are the concerns the board has that need to
303 be addressed in order for the board to consider your proposal:

304 1. What percent of the supervisee's therapy services will be done through the
305 telepsychology practice and what percent will be direct on site/in person therapy or
306 other professional type services, for example, evaluations? 2. You propose a mix of in
307 person supervision with some face-to-face videoconferencing; what percentages are
308 you proposing for this? 3. Is there the ability in the video supervision for the

309 supervisor to directly observe any of the telehealth services being provided in real time
310 or not? 4. What do you mean by immediate access to the clinical supervision? 5. What
311 percent of the time would the supervisee have access to on-site alternative
312 supervisors?

313

314 Break at 10:25 am

315 Return at 10:40 am

316

317 Agenda Item 17 - Old Business

318 Board Member Dutson and Licensing Examiner Teske gave a brief presentation of their
319 attendance to the midyear meeting of the Association of State and Provincial
320 Psychology Boards (ASPPB) in Savannah, Georgia. Licensing Examiner Teske spoke
321 about the EPPP 2 exam and gave information about a workshop she attended and what
322 other jurisdictions were saying about the new exam. She shared her notes from the
323 workshop including comments from other jurisdictions that were not in favor of the
324 new test. ASPPB was met with a lot of pushback and questions from a majority of the
325 jurisdictions in attendance about the justification of making the EPPP a two part test.
326 The board discussed the EPPP 2, which is to be skills based and the EPPP 1 will remain
327 knowledge based, who the test would weed out, and board member Angstman brought
328 up the question of if the EPPP 2 could be used in place of an ethics exam. The board
329 moved on to discuss AKPA and the idea of informing the agency of upcoming board
330 meetings and sending them a copy of the agenda as a courtesy.

331

332 Agenda Item 18 - New Business

333 Board Member Dutson spoke about PSYPact (legislation that authorizes interstate
334 telepsychology services) and read the definition of face-to-face from the PSYPact model
335 legislation stating that she felt it is incredibly valuable. *Face-to-face is defined as*
336 *interactions in which the psychologist and the client/patient are in the same physical*
337 *space and which does not include interactions that may occur through the use of*
338 *telecommunication technology.* Board Member Dutson stated that she advocates that
339 the board adheres to the PSYPact definition for uniformity purposes, and from here
340 forward the board use the PSYPact model legislation definition of face-to-face in the
341 board's public communications. Board Member Angstman expressed a concern that if
342 the board applies the the PSYPact definition of face-to-face to our regulations on post-
343 doctoral experience and internship, then that means a person cannot do telehealth.
344 She added that in the state of Alaska you can bill medicaid for face-to-face telehealth
345 and so there are other definitions at play here that will affect people's ability and
346 understanding of how they can practice. Board Member Angstman agreed that the
347 board needs to get onboard with nationally used language, and to do that they need to
348 go through and update all of our regulations. Chair Levy sated that as a starting point
349 the board can accept the definition as a working definition, and he suggested adding to
350 our current definition of "direct services", the words "telepsychology or telehealth".
351 Board Member Dukarm suggests using the term telepsychology and not telehealth to
352 give more focus, and the board agreed. The board agreed that there needs to be a
353 standing agenda item of "Regulation Review" for every meeting to allow for regulation
354 work. Current standing agenda items are the courtesy license report, and SLEE exam
355 question drafting. Board Member Dutson moved on to discuss the "safety screening
356 tool" for PSYPact that she has come up with to screen for safety and informed
357 providers. The board discussed the pros and cons of getting onboard with PSYPact
358 including the potential for provider incompetence. Chair Levy asked that for the next
359 meeting all board members to read PSYPact and Board Member Dutson to bring a
360 rough draft of the screening tool and top 5-10 questions about PSYPact for Alaska.

361
362
363
364
365
366
367
368
369
370
371
372
373
374
375
376
377
378
379
380
381
382
383
384
385
386
387
388
389
390
391
392
393
394
395
396
397
398
399
400
401
402
403
404
405
406
407
408
409
410
411
412

Break for lunch at 11:54 am
Return at 1:15 pm

The board read the Telemedicine Business Registry (TBR) email forwarded to Licensing Examiner Teske from Records and Licensing Supervisor Parkey. There was a discussion about what the board is doing to inform licensees about the TBR. The board decided that the notice on the board's website is acceptable, and also asked the Licensing Examiner to do a mass mail out in the form of a card sent to all licensees as a reminder. Wording: "Anyone practicing telemedicine in Alaska needs to be registered with the Telemedicine Business Registry, and you can find more information at this link: _____."

Agenda Item 20 - Administrative Business

Licensing Examiner Teske shared that there were no courtesy licenses to report on.

The board discussed upcoming meeting dates:

- August 2-3, 2018, in Fairbanks or Anchorage
- November 8-9, 2018, in Anchorage
- January/February 2019, in Juneau and final date to be determined.

The board discussed upcoming SLEE exam dates:

- July 20, 2018
- October 26, 2018

The board discussed upcoming ASPPB meeting dates:

- October 17-21, 2018

Board member Angstman will be living in Spokane, Washington, during this time and travel will need to be requested for her from that location.

Board member Dutson shared that there is a possibility that she may not be available for the next meeting.

Chair Levy signed the final meeting minutes for February 2018.

Chair Levy requested a template for the annual report be emailed to him, Licensing Examiner Teske did that.

Agenda Item 21 - Executive Session - Draft of Exam Questions

UPON A MOTION MADE BY PAUL DUKARM; SECONDED BY SUZANNE DUTSON AND APPROVED UNANIMOUSLY, IT WAS RESOLVED TO ENTER INTO EXECUTIVE SESSION IN ACCORDANCE WITH AS 44.62.310(C), AND ALASKA CONSTITUTIONAL RIGHT TO PRIVACY PROVISIONS FOR THE PUPOSE OF DICUSSING MATTERS INVOLVING CONSIDERATION OF GOVERNEMENT RECORDS THAT BY LAW ARE NOT SUBJECT TO PUBLIC DISCLOSURE. BOARD STAFF RISSA TESKE TO REMAIN IN THE ROOM.

OFF RECORD AT 1:52 PM

413 **BACK ON RECORD AT 3:01 PM**

414

415 During the work session the board finalized three exam questions, and they have
416 enough questions for the state law and ethics exam that will be given in July 2018.
417 The board decided that when taking the exam, they would like all 5 exam questions
418 answered instead of 4 from now on. Licensing Examiner Teske is to look into what the
419 two exam takers for the upcoming exam in July 2018, were told about the questions. If
420 they were told they would be given four questions then we need to stick with that,
421 after that exams will be five questions.

422

423 **UPON A MOTION MADE BY SUZANNE DUTSON; SECONDED BY JOEL WIEMAN**
424 **AND APPROVED UNANIMOUSLY, IT WAS RESOLVED TO ADJOURN THE MEETING.**

425 Chair Levy adjourned the meeting at 3:02 pm

426 Off the record at 3:02 pm

427

428

Respectfully Submitted:

429

430



431

Rissa Teske, Licensing Examiner

432

433

434

435

Approved:

436

437



438

Board Chair, Al Levy

439

440

441



442

Date

443

444

445

446

447

448

449

