

**State Of Alaska**  
**DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT**  
**DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING**

**BOARD OF PSYCHOLOGIST AND PSYCHOLOGICAL ASSOCIATE EXAMINERS**  
**January 31, 2019 & February 1, 2019**

**Thursday, January 31, 2019**

**Agenda Item – Call to order and Roll call**

Board Chair Al Levy called the meeting to order at 9:04 am.

Those present constituting a quorum of the Board:

Al Levy, Psychological Associate

Joel Wieman, Psychologist

Suzanne Dutson, Public Member

Richard Lazur, Psychologist

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

Renee Hoffard, Records and Licensing Supervisor

Sara Chambers, Director

Lacey Bartlett, Occupational Licensing Examiner

Erika Prieksat, Investigator III

**Agenda Item – Review & Approve Agenda**

The board reviewed the drafted agenda of the meeting. Suzanne Dutson stated agenda item #17.C – Telepsychology Website – was covered adequately by the last board meeting. She requested to amend item #17 to be able to discuss SB 74 and some concerns she had with it.

**In a motion duly made by Joel Wieman and seconded by Suzanne Dutson, with unanimous consent, it was resolved to approve the agenda as amended.**

Renee Hoffard noted due to being unable to schedule future meetings at this time, the Annual Report had been added to the agenda for review if the board would like. The report needs submitted by June 1<sup>st</sup>, 2019 so it needs to be reviewed and approved to the division. Board Chair Al Levy brought up challenges with the annual review as there has been a large turnover of new board members.

Board Chair Levy, discussed the upcoming meetings with legislators that have been scheduled while in Juneau. The meetings scheduled were with Mia Costello, Matt Claman, Elvi Gray-Jackson, Tom Begich, and Cathy Giessel. It will be discussed later who will attend what meeting. Board Chair Levy requested to have the Exam Drafting removed from the agenda due to board staff turnover. It would be too difficult to start that process and then start it over again with 2 new board members.

45

46 **In a motion duly made by Suzanne Dutson and seconded by Richard Lazur, with unanimous consent, it**  
47 **was resolved to amend the agenda to remove item #21 – Exam Question Drafting – and replace it with**  
48 **Legislative Meetings.**

49

50 **Agenda Item – Ethics Report**

51 Board Chair Al Levy gave a brief overview of the requirements of ethics reporting as a board member.  
52 Hearing no violations or reports, Mr. Levy moved the board onto the next agenda item.

53

54 *Director Sarah Chambers joined at 9:10am.*

55

56 **Agenda Item – Board Training**

57

58 Division Director, Sara Chambers joined the meeting to provide board training. Director Chambers  
59 discussed how well the board is able operate and work through conflict. Questions arose in regards to  
60 how to interpret what is written in statute and regulation, how to work through gray areas, and what is  
61 the board’s authority to deviate/make decisions on what is written. The regulations had fallen behind  
62 the times and how is the board supposed to respond?

63

64 Director Chambers assisted in explaining the elements to consider: you are erring in favor of the  
65 applicant, you are not raising the bar ABOVE the current standards, and you are doing it consistently.  
66 When a statute is outdated and causes issues to the process, it is the authority of the board to address it  
67 and can take the steps to address the issue. And in the interim, what are the requirements to be more  
68 attainable? The board was advised to identify the effect of the unintended consequences (outdated  
69 standards) and come up with a more adaptive standards to achieve our professionals being able to work  
70 in Alaska.

71

72 The Board and Director Chambers all agreed working together, communication, and monitoring needs  
73 of our licensees are essential in supporting our professionals. Our collective goals are to get our  
74 professionals to work. If regulations changes are necessary, the Board could start a regulations project  
75 to address those needs. It was also agreed that with the new board members coming in, Director  
76 Chambers would join additional meetings as needed for continued Board Training.

77

78 **In a motion duly made by Richard Lazur and seconded by Suzanne Dutson, with unanimous**  
79 **consent, it was resolved to amend the agenda to move Division Update to 9:45am to make**  
80 **best use of time.**

81 **Agenda Item – Division Update**

82

83 Board Chair Al Levy addressed Director Chambers and a few concerns he had regarding Board Member  
84 turnover and administrative staffing turn over. Board Chair Levy was concerned current members  
85 haven’t been notified their term has been ended by the current administration or have been replaced.  
86 Chair Levy stated it’s the Governors prerogative to appoint anyone he wants for his administration but  
87 HOW it is done and how it impacts the board are matters for concern. Director Chambers addressed  
88 those concerns by stating she’s receiving the same information as it comes in. She has expressed the  
89 concern as a division to the Director of Boards and Commissions, and we would like to find out sooner

90 rather than later when board members are being replaced. It has been affecting our boards negatively  
91 and how they're able to conduct business. The discussion continued around ensuring the productivity of  
92 the board and to effectively pass leadership training onto new members. It was agreed that all will do  
93 their best to communicate upcoming changes and work to manage the steep learning curve of our  
94 incoming members.

95  
96 *Erika Prieksat joined at 9:56am*

97  
98 **Agenda Item – Investigative Report**

99  
100 Investigator Erika Prieksat addressed the board with current investigation. There was 1 opened matter,  
101 4 closed matters, and 4 remain ongoing. Information was relayed to Investigator Prieksat regarding  
102 board member turnover and open investigations. It was advised to Investigator Prieksat any items  
103 previously assigned to Dr. Chris Reynolds or Dr. Richard Lazur would need to be reassigned. Additional  
104 training was also planned for future meetings when our new board members have joined so they fully  
105 understanding their roles in investigations.

106  
107 **Break 10:06am – 10:22am.**

108  
109 **Agenda Item – Division Update**

110  
111 Fiscal Year 2018 (FY18):  
112 The board took in just over \$17,000, however the expenses were almost \$100,000. With a surplus from  
113 past years, the program can remain in a positive fiscal position with a balance of \$318,694.

114  
115 Fiscal Year 2019 (FY19) 2<sup>nd</sup> Quarter:  
116 At the end of the 2<sup>nd</sup> quarter of FY19, the board income was approximately \$16,400 and the outgoing  
117 has been just over \$45,500. Total revenue will increase as we're in a renewal cycle. The board was  
118 informed it is tracking right along with previous years and overall is maintaining well. Ms. Chambers  
119 reviewed the indirect vs direct expenses, how these expenses are figured, and what the boards past  
120 trends have looked like.

121  
122 Administrative staff changes were also extensively discussed. It was asked if there was a way to  
123 reimburse the psychology board or shift cost from the board for administrative changes, such as,  
124 removing the licensing examiner to another program. Could the financial responsibility be shifted to the  
125 program that's receiving the licensing examiner? Director Chambers explained the division is focused on  
126 maintaining work and the state's needs. The best is being done to mitigate costs and anticipate the  
127 needs of all the boards. Director Chambers advised the board if they do have a remedy to the situation,  
128 to please let her know. Board Chair Al Levy stated he would collect some information from other boards  
129 and see what type of proposal could be submitted.

130  
131  
132 **Proposed License Fees**

133  
134 Director Chambers discussed the proposed license fee decrease. Both the board and the division have  
135 been working toward a more balanced income to expenditure ratio. The major concern raised regarded  
136 having enough funds to cover unforeseen expenses, such as investigations. After extensive discussion

137 regarding the boards desire to maintain an adequate surplus, while also adapting to a more suitable  
138 license fee based on income vs. expenditure, a \$500.00 license fee was proposed by the board.

139

140 **In a motion duly made by Richard Lazur, and seconded by Suzanne Dutson, with unanimous**  
141 **consent, it was resolved to recommend a fee of \$500 for initial licensing.**

142

143 **Break 11:27am – 11:36am**

144

145 **Agenda Item – Public Comments**

146

147 There were no members of the public present that wished to provide public comments to the board.

148

149 **Lunch 11:40pm – 1:06pm**

150

151 **Agenda Item – Review & Approve Meeting Minutes**

152

153 The previous meeting minutes were reviewed by the board.

154

155 **In a motion duly made by Richard Lazur, and seconded by Suzanne Dutson, with unanimous**  
156 **consent, it was resolved to approve the November 30, 2018 meeting minutes as written.**

157

158 **Agenda Item – Application Review**

159

160 The board reviewed 3 applications for licensure and 1 supervision extension request via OnBoard;  
161 ballots were signed using electronic signature per division policy. Applicants will be notified of the  
162 board’s decision within 10 business days of the board meeting.

163

164 **Break 2:38pm - 2:48pm**

165

166 **Agenda Item – Exam Scoring**

167

168 **Upon a motion made by Richard Lazur, seconded by Suzanne Dutson, and approved**  
169 **unanimously, it was resolved to enter into Executive Session in accordance with AS 44.62.310(c), and**  
170 **Alaska constitutional right to privacy provisions for the purpose of discussing matters involving**  
171 **matters which by law, municipal character, or ordinance are required to be confidential. Board staff**  
172 **Renee Hoffard and Lacey Bartlett to remain in the room.**

173

174 **Off record at 2:49pm**

175 **On record at 3:58pm**

176

177 Board Chair Levy stated they have all done good work for the day and accomplished many items. Not  
178 hearing any additional information to be discussed on the record, meeting was recessed.

179

180 **Recess at 3:59pm until 9:00 am on Friday, February 1, 2019.**

181

**Friday, February 1, 2019**

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Board Chair Al Levy called the meeting to order at 9:08am

Those present, constituting a quorum of the Board:

- Al Levy, Psychological Associate
- Joel Wieman, Psychologist
- Suzanne Dutson, Public Member
- Richard Lazur, Psychologist

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

- Lacey Bartlett, Licensing Examiner
- Renee Hoffard, Records & Licensing Supervisor
- Sarah Chambers, Division Director

Members of the Public in attendance:

- Jana Zeedyk,

**Reconvene at 9:08am.**

Roll Call, present Al Levy, Joel Wieman, Suzanne Dutson, and Richard Lazur.

Board Staff Renee Hoffard and Lacey Bartlett.

**Agenda Item – Correspondence**

No correspondence was provided to the board for this meeting. Renee Hoffard addressed the board regarding a question on a courtesy license compliance reporting. A psychologist had completed his permanent license since receiving his courtesy license. Ms. Hoffard’s question was to clarify if the individual needed to submit his courtesy license report OR if his permanent license replaced the need for the license report. It was requested to notate the file of his upgrade to permanent licensing and the applicant submit a letter requesting early expiration of his courtesy license (as he was issued a permanent license). Board Chair Levy requested this information be added to our procedure manual as this situation will likely arise again and it was agreed to add to the division’s training manual.

**In a motion duly made by Richard Lazur, seconded by Suzanne Dutson, with unanimous consent, it was resolved to amend the agenda to move Old Business up to make best use of time.**

**Agenda Item – Old Business**

Board member Suzanne Dutson presented her license category analysis. State of Alaska currently holds 4 license statuses. Ms. Dutson spoke of other states and their licensing categories. The goal would be to add “Retired” status to the licensing categories, in order to reflect a more accurate status than an

229 individual who retires and their license goes to "Inactive". Concerns have been raised regarding inactive  
230 licenses and a potential negative connotation on them when reality is the professional has retired or  
231 moved on from practice. Supervisor Hoffard advised the board that changes to add a license status  
232 would require legislative action as the board only has authority to make changes on what is currently  
233 written in statute. It was discussed how an individual would be able to go into retired status and how  
234 that process would look. All changes and procedures would be included in a regulations project.

235

236 *Director Sarah Chambers entered 9:31am*

237

238 Board member Suzanne Dutson went on to discuss the PSYPact Interstate Agreement and how it could  
239 benefit Alaska. PSYPact is a contract for specific, limited purpose, or particular policy issue - telehealth  
240 and temporary in-person, face-to-face practice of psychology across jurisdictional boundaries. After  
241 presenting the PSYPact information, questions were raised regarding how it would financially effect the  
242 State. Overall the project would have positive benefits to Alaska and serving our rural population.  
243 Additional questions requiring research are going to be addressed and clarified before presenting the  
244 information to Legislators. Specifically questioned were annual fees to the state, what fees are collected  
245 for processing PSYPact applications, how are investigations handled/funded, and what is the specific  
246 time scope of practice for both telehealth and face-to-face practice under PSYPact.

247

248 Chair Al Levy notified Director Chambers of the 2 items the board is currently working on for the current  
249 legislative session which were: 1. adding another licensing category and 2. pursue background checks for  
250 applicants.

251

252 **Upon a motion made by Joel Wieman, seconded by Suzanne Dutson, and approved**  
253 **unanimously, it was resolved to enter into executive session in accordance with AS**  
254 **44.62.310(c), and Alaska Constitutional Right to privacy provisions for the purpose of**  
255 **discussing subjects that tend to prejudice the reputation and character of any person,**  
256 **provided the person may request a public discussion. Board staff Renee Hoffard, Lacey**  
257 **Bartlett, and Sarah Chambers to remain in the room.**

258

259 **Off Record at 10:18am**

260 **On Record at 10:43am**

261

262 **Break 10:43am – 10:55am.**

263

264 **In a motion duly made by Suzanne Dutson, seconded by Richard Lazur, with unanimous**  
265 **consent, it was resolved to amend the agenda to move AKPA call to 1:00pm.**

266

267 Board Chair Levy advised the board of their goals for speaking with legislators while in Juneau. The  
268 board is seeking to require applicants to pass a background check to practice psychology in Alaska. It  
269 was advised the board keep it simple when speaking to legislators and their staff. The board does not  
270 have authority to require background checks and they are seeking authority to do so. Mr. Levy stated  
271 they're trying to find a sponsor for the background legislation through these meetings. Member  
272 Suzanne Dutson brought up SB74, instructing boards to implement things such as background checks.  
273 Supervisor Renee Hoffard helped clarify what was written in SB74 and how the board can make only  
274 make changes based on the diagnoses, prescriptions, treatments, or delivery of service. The Board  
275 imposing background checks would be outside the scope of the items currently written.

276  
277 The Editing of Supervised Practice Plan Forms was tabled to the next meeting when the 2 new board  
278 members can be present.

279  
280 **Agenda Item – New Business**

281  
282 The board reviewed the updated regulations language for 12 AAC 60.010 & 12 AAC 60.030. The  
283 recommended language was to correct and clarify needs for Courtesy Licenses and Letters of Reference.  
284 After a brief discussion, the board decided to table 12 AAC 60.010 for further clarification and move  
285 forward with 12 AAC 60.030.

286  
287 **In a motion duly made by Richard Lazur, seconded by Suzanne Dutson, with a roll call vote, it**  
288 **was resolved to amend add section B: 12 AAC 60.030. APPLICATION FOR LICENSURE BY**  
289 **CREDENTIALS. (a) An applicant for licensure by credentials as a psychologist will be licensed**  
290 **without examination if the applicant**  
291 **(1) if applying under AS 08.86.150(1),**  
292 **(A) complies with the application requirements of 12 AAC 60.010(a)(1), (2), (4), and (6)**  
293 **(B) submits 5 letters of recommendation from three licensed psychologists, members of the**  
294 **American Psychological Association, or diplomates of the American Board of Professional**  
295 **Psychology; and two from other persons not related to the applicant; and**  
296 **(C)**

297  
298 **Al Levy – Yes**  
299 **Joel Wieman – Yes**  
300 **Suzanne Dutson – Yes**  
301 **Richard Lazur – Yes**

302  
303 Recap of the ASPPB October 2018 Meeting was tabled by Board Chair Al Levy for the next board  
304 meeting. Member Joel Wieman did not have his notes with him to present.

305  
306 **In a motion duly made by Suzanne Dutson, seconded by Richard Lazur, with unanimous**  
307 **consent, it was resolved to amend the agenda to move agenda item Board Admin. Business up**  
308 **to make best use of time.**

309  
310 **Agenda Item – Board Admin Business**

311  
312 The courtesy license report was presented to the board by Supervisor Renee Hoffard. Of the 5 Courtesy  
313 Licenses addressed, 1 was out of compliance and the individual has been contacted. It was asked by  
314 Board Chair Levy if there was a place online to file the courtesy report and the answer was no. There is  
315 however potential in the future to add such a function to the division website.

316  
317 In order to include the 2 new board members coming in, it was suggested by Board Chair Al Levy to  
318 schedule the next meeting only so new members can have input for future meeting dates. The next  
319 meeting was set for May 9<sup>th</sup> & 10<sup>th</sup>, 2019. Once administrative staff can be contacted, the SLEE will be  
320 confirmed for some time during the week of April 15-19<sup>th</sup>, 2019.

321

322 The board discussed the upcoming ASPPB Midyear Meeting. Because board member Suzanne Dutson  
323 has been working diligently on the PSYPact Compact and Licensing Categories, it was requested she  
324 attend the ASPPB Midyear Meeting in April, 2019. It was also requested new Licensing Examiner Lacey  
325 Bartlett attend to gain knowledge and training for her position, as well as the 2 new board members.  
326

327 After discussing the upcoming annual reports due date to the division, it was requested by Chair Al Levy  
328 to have the annual report review as its own agenda item for the May meeting. This would allow the  
329 new board members to be present and provide input into the annual review.  
330

331 Before recessing for lunch, the board discussed what board members would meet with which  
332 legislators. It was also directed the board members would discuss seeking a legislative sponsor for the  
333 additional licensing category and for seeking background checks for applicants.

334 **Lunch 11:37am – 1:03pm**

335

336 *Michael Reed & Jana Zeedyk joined 1:00pm.*

337

338 **Agenda Item – AKPA**

339

340 Michael Reed and Jana Zeedyk from AKPA reviewed the APA Licensing Act for the board. Dr. Zeedyk  
341 explained they were working on finalizing the wording and information for the updated Model Licensing  
342 Act (MLA). She was hoping to have the finalized product ready for submission in the very near future.  
343 Dr. Zeedyk described how AKPA is proposing a revision to modernize the evolving opportunities of  
344 licensure. The main areas of revision were additions for action on reciprocity using ASPPB, CPQ as the  
345 credential. It was also presented, the hope to have applicants licensed after internship. Based on  
346 recent research, its viewed applicants are reaching their required internship hours prior to reaching  
347 their supervised post-doctoral internship. It was explained as a “resequencing of training hours”.  
348 Finally, Dr. Zeedyk presented the additional licensing categories being sought: Federal/Tribal Personnel,  
349 Inactive, Senior Psychologist, and Senior Psych. Associate. When questioned when they would like to  
350 present the proposal to the legislature, the hope is to possibly make the current session but it is still  
351 unclear at this time. After clarification of some details, Dr. Zeedyk and Mr. Reed were thanked for their  
352 time. They also agreed to join the May board meeting to address our new board members and bring  
353 everyone current with where the project currently stands.  
354

354

355 **Agenda Item - Adjourn**

356

357 After a brief review of the legislative meetings which have already been held, Chair Al Levy thanked the  
358 board for their hard work and completing very important tasks. Hearing no additional comments or  
359 concerns from the board, it was moved to adjourn.  
360

360

361 **Upon a motion made by Richard Lazur, seconded by Suzanne Dutson, and approved**  
362 **unanimously, it was resolved to adjourn the meeting.**  
363

363

364 **Chair Levy Adjourned the meeting at 1:26pm**

365 **Off record at 1:26pm**  
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Alaska Board of Psychologist and Psychological Associate Examiners  
January 31 & February 1, 2019

<b>Date Board approved minutes:</b>  <input checked="" type="checkbox"/> <b>Meeting</b> <input type="checkbox"/> <b>Onboard</b>	<b>May 10, 2019</b>
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