

State of Alaska
 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
 DIVISION OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING
 BOARD OF PSYCHOLOGISTS AND PSYCHOLOGICAL ASSOCIATE EXAMINERS
 Minutes of the meeting June 1-2, 2023

By the authority of AS 08.01.070(2) and AS 08.86.030, and in compliance with the provisions of 8 AS 44.62, Article 6, a scheduled meeting of the Board of Psychologists and Psychological Associate Examiners originated from Anchorage, 550 West 7th Avenue, Ste 1550; this meeting was held via Zoom and In-Person.

The Chair brought the meeting to order at 9:03 am.

Board Members Present Constituting a Quorum

Dr. Erin Johnson, Chair
 Bernard Gatewood, Public Member
 Dr. Bradley McConnell
 Sherri Scott, Licensed Psychological Associate

Board Members Absent

None

Staff Members Present

Renee Carabajal, Program Coordinator II
 Jeanne Pace, Program Coordinator I
 Marlo Adams, Licensing Examiner
 Rebecca Clay, Licensing Examiner

Members of the Public Present

Malan Paquette

Agenda Item - Ethics Disclosures

All members said they had no potential ethics conflicts to disclose.

Agenda Item – Review/Approve Agenda

Clarification as to what agenda item #17 is about was needed. Item #17 is there to discuss any license applications that have not been approved or that had been tabled.

A question was asked if Onboard votes are registering. Onboard votes are registering even if you cannot see them from the voter side. This is a specific issue with Onboard that Onboard is working to correct. Votes are double checked, and staff will reach out if they see you haven't voted on an application.

In a motion duly made by Bernard Gatewood, seconded by Bradley McConnell with unanimous consent, it was resolved to approve the June 1-2, 2023, agenda as presented.

Board Member	Approve	Deny	Recuse	Absent
Erin Johnson	X			
Bernard Gatewood	X			
Bradley McConnell	X			

Sherri Scott	X			
--------------	---	--	--	--

45
46
47
48
49

In a motion duly made by Sherri Scott, seconded by Bradley McConnell with unanimous consent, it was resolved to amend the June 1-2, 2023, agenda to include Agenda Item – Mission Statement.

Board Member	Approve	Deny	Recuse	Absent
Erin Johnson	X			
Bernard Gatewood	X			
Bradley McConnell	X			
Sherri Scott	X			

50
51

Agenda Item – Mission Statement

52 Board of Psychologists and Psychological Associates mission statement was read. Add mission statement to
53 the webpage.

54

55 **Agenda Item – Review/Approve Minutes**

56 It is recommended by the National Organization that we read the Mission Statement at the beginning of
57 each meeting. Will need this added to the agenda.

58

59 There are 2 edits on page 3 under Section 7, fifth line that need to be corrected. Rephrase wording to say
60 he also registered concern, that only licensees who have obtained their education in an accredited program
61 can qualify. On line 2, page 3, instead of Chambers, Miss Chambers will reach out to South Carolina. Then in
62 section 8 there are two news. Under motion, change to read The Board deliberated.

63

64 **In a motion duly made by Sherri Scott, seconded by Bernard Gatewood with unanimous consent, it was
65 resolved to accept the February 17, 2023, minutes as amended.**

66

Board Member	Approve	Deny	Recuse	Absent
Erin Johnson	X			
Bernard Gatewood	X			
Bradley McConnell	X			
Sherri Scott	X			

67

68 **Agenda Item - Courtesy License Update**

69 Compliance notices were sent. A couple applicants are not required to report any longer. There is a new
70 licensee whose hours are due in June. Everyone else responded. There were three that expired since the
71 last report.

72

73 **Agenda Item – Division Update with Renee Carabajal**

74 We have no concerns with renewals getting done. Things are going smoothly with renewals. Legislature
75 approved \$5000 to be dispersed across programs to aid with investigative costs. Investigative costs this
76 year are at \$29,000 and last year they were at \$31,000.

77

78 **Agenda Item – Fiscal Report with Sylvan Robb, Division Director**

79 Thank you all for your work. It's a lot of work to be a board member. We really appreciate the work that
80 you all do and that you are willing to donate your time.

81

82 The fiscal report is for fiscal year 2023. This report is through March 31st. Your total revenue for this year so
83 far is \$16,130. Your total expenditures this year are just under \$102,000.

84

85 There was a question about the legislative gift to help with investigative costs. It would be an administrative
86 burden to try to spread it out to all programs. We may just put it towards a shared expense.

87

88 Off Record at 9:39 am -Break

89 Return to record at 9:58 am

90

91 **Agenda Item – Investigations Unit with Jasmin Bautista**

92 11 open cases

93 4 closed cases

94

95 One or 2 cases is given to a board member for review, and then, as one gets done, another one is sent. The
96 next thing to be done is start with the older cases. The next case should be the 2021 case. If it's not already
97 on the review.

98

99 A procedure question was asked pertaining to concern about a licensing complaint. Do licensees call
100 investigations if they are concerned about being investigated? Yes, licensees can call us, and we will answer
101 questions. We do notify licensees. When it goes into a complaint stage, they will receive a notification in
102 the mail in letter form from me.

103

104 **In accordance with the provisions of Alaska Statute 44.62.310(c) and Alaska Constitutional Right to**
105 **Privacy Provisions, Bernard Gatewood moved that the State Board of Psychologists and Psychological**
106 **Associate Examiners go into executive session for the purpose of discussing matters involving**
107 **consideration of government records that by law are not subject to public disclosure. Board staff to**
108 **remain for the session. Sherri Scott seconded the motion. Motion passed via unanimous consent.**

109

Board Member	Approve	Deny	Recuse	Absent
Erin Johnson	X			
Bernard Gatewood	X			
Bradley McConnell	X			
Sherri Scott	X			

110

111 Off record at 10:03 am

112 Return to record at 10:16 am

113

114 No action taken by Board

115

116 **Agenda Item – FY2023 Annual Report**

117 This is a blank template just so we can see what the Board needs to update on the annual report. Staff can
118 update date and upload any information you send so don't spend a lot of time formatting the written work
119 you've done. Sections the board needs to focus on are the narrative statement, budget, legislative
120 recommendations, regulatory recommendations, goals, and objectives.

121

122 The Board set upcoming meeting dates as follows Next Board meeting August 17-18, 2023, via Zoom; Next
123 SLEE Exam August 10, 2023, Anchorage at 2 pm; November 2-3, 2023, via Zoom; Jan 4-5, 2024, in-person
124 meeting; Tentative SLEE Exam dates October 13, 2023, and December 15, 2023; ASPPB meeting is in

125 September 2023 in Cleveland; and April 18-19, 2024.
 126
 127 On the annual report 1a needs year updated, 1b looks fine, 1c through 1d are par for the course. No
 128 changes indicated for the goal.
 129
 130 The annual report must be posted by July 1st. Report needs approved within the next couple of weeks.
 131

132 Goal 2c. Work session – SLEE Exam; Goal 3 – No Changes; Goal 4 – No Changes. Sunset Audits to remain in
 133 Annual report – Do not remove. Add under Sunset Audit board continues to review courtesy licenses.
 134 Pg. 10 update PsyPact and EPPP. Budget information will automatically populate. Fiscal staff will give an
 135 estimate. No changes to goals. The narrative needs changed a bit. Sherri and Erin will work on annual
 136 report through lunch. Erin to send template to Sherri.
 137

138 **Agenda Item – Public Comment**

139 Malan Paquette: Concerns about public notice of meetings was brought up. It was voiced that more lead
 140 time be given as to when a Board meeting will take place. It was voiced that the Board meetings can be a
 141 learning tool for up-and-coming psychologists or psychological associates and that perhaps CEs could be
 142 offered for attendance of Board meetings. The overall all concern is not enough public are attending the
 143 Board meetings and how can this be improved.
 144

145 **Agenda Item – FY23 Annual Report Continued**

146 Last year’s accomplishments are drafting edits to the CEO requirements; we examined retired service status
 147 and will continue to examine this topic; we drafted changes to the LPA supervisor requirements; we
 148 opened discussion about PsyPact; we are actively addressing the required implementation of the EPPP Part
 149 2; and we are working on rebuilding the test bank. Let’s keep Alex Siegel on here just in case something big
 150 comes up.
 151

152 Legislative recommendations we should revisit are license category types and criminal background checks.
 153

154 Off record at 11:22 am - Lunch.

155 On record at 1:00 pm.

156
 157 **In accordance with the provisions of Alaska Statute 44.62.310(c) and Alaska Constitutional Right to**
 158 **Privacy Provisions, Bernard Gatewood moved that the State Board of Psychologists and Psychological**
 159 **Associate Examiners go into executive session for the purpose of discussing matters which by law,**
 160 **municipal charter, or ordinance are required to be confidential. Board staff to remain for the session.**
 161 **Bradley McConnell seconded the motion. Motion passed via unanimous consent.**
 162

Board Member	Approve	Deny	Recuse	Absent
Erin Johnson	X			
Bernard Gatewood	X			
Bradley McConnell	X			
Sherri Scott	X			

163
 164 Off record at 1:02 pm.

165 On record at 2:54 pm.

166
 167 Recess until 8:30 am tomorrow morning.

168 Off record at 2:54 pm.

169 On record at 8:31 am

170

171 Roll call: all Board members and staff from previous day were in attendance.

172

173 **Agenda Item – ASPPB Conference Report**

174 Invite ASPPB speaker to the next meeting. Disability was noted at the conference. How will we ask the
175 question about mental health and physical disabilities limiting work? We will need to look at this from a
176 legal standpoint. APA ethics code is being updated. They are leaning toward social justice and human rights.
177 There could be a lot of potential push back. We will see what the draft looks like. No publication dates have
178 been provided. Commission on Accreditation looking at competency based. We will need to see if our
179 applications need to be updated. We should check in with Anisa Hauser at UAF. Erin will reach out to her.
180 Perhaps Anisa will have a template we can use. There is an ASPPB toolkit to help manage this switch. The
181 Canadian masters level psychologist degree is being reviewed. There was talk about the EPPP.
182 Thirty-nine states have enacted PsyPact. Will Alaska be the only hold out? We need to keep a close eye on
183 this. Concerns are Who will enforce? Clarification needed on states allowing prescriptions and we won't
184 have control over Alaska Native specific CE requirements, and unaccredited vs. accredited program
185 equivalency. PsyPact requires 3 CEU of telehealth only. Marlo to reach out to Arizona to see how PsyPact is
186 going. Ask how many ethics complaints Arizona is getting, and how it is going overall. Should we have public
187 comment on this?

188

189 SLEE Exam, all four candidates passed. Candidates will be informed of this via letter.

190

191 Off record at 8:48 am

192 Back on record at 9:00 am

193

194 **Agenda Item – EPPP2 Presentation with Mariann Burnetti-Atwell and Hoa Song**

195 In January 2026 part two will become part of the exam. A panel of subject matter experts decided
196 questions. Looking to have knowledge based and competency-based exam. Perhaps students take part 1
197 during internship phase so they can get financial assistance with costs. Dr. Burnetti-Atwell will get
198 information on how many states are using part 1 as graduating comps. Sixty-five jurisdictions have adopted
199 part 1 and 7 jurisdictions have adopted part 2 (part 2 is only voluntary as of right now). Some jurisdictions
200 are looking at foregoing the oral exam and adopting the EPPP2 instead. The sample exam has 65 questions
201 vs the 130 questions for the full exam. The sample exam cost is \$30. Cost of part 2 is \$300 before August
202 15th and \$450 after August 15th.

203

204 Off record at 9:56 am.

205 Back on record at 10:01 am.

206

207 **Agenda Item – Regulations Project/Current Project/New Project with Alison Osbourne and Stephanie**
208 **Davis**

209

210 In April an email was received with several different edits and sorted out a clean draft which should be in
211 the OnBoard packet. There is a revised draft dated 04/07/2023 and starts on page 61 (clean copy) of your
212 packet. Both clean and edited versions are in the Onboard packet.

213

214 Amendments were made to 12 AAC 60.35c(4) and 12 AAC 60.260.b. Discussion took place about these
215 amendments.

216 New licensees will need 6 contact hours in 3 Professional Ethics, 6 Culture Alaska Native, 4 Telehealth, 3
 217 Suicide and 2 Substance Abuse contact hours. Subsequent licensees' renewals or reinstatements will need 3
 218 Professional Ethics CEU and still need the 20 CEU contact hours. July 2025 will begin the new CEU period.
 219 should the Board outline recommendations for CEU's and provide a link on the Board's webpage for Alaska
 220 Native CEU? Yes, you can provide links for this on your webpage.

221
 222 Teletherapy practice will be covered in 12 AAC 60.400 to 12 AAC 60.415 of the statutes. Discussion was had
 223 about changes to these regulations that better outline teletherapy.

224
 225 If you are providing business activities, you must have a telemedicine business license (TBR). This falls under
 226 business license regulations. Employees of organizations, the organization will be registered for the TBR.
 227 However, if you are an independent psychologist in business for yourself, you will need to get a TBR.

228
 229 Wording is needed that the telepsychology supervision requirement does not supersede the section for
 230 supervision requirements.

231
 232 A final clean version will be sent for all to review.

233
 234 If providing services to anyone here in Alaska or you are providing service from Alaska (on a short-term
 235 basis), you must obtain an Alaska courtesy license.

236
 237 **In a motion duly made by Bernard Gatewood, seconded by Sherri Scott with unanimous consent, it was**
 238 **resolved to approve regulations as amended.**

239

Board Member	Approve	Deny	Recuse	Absent
Erin Johnson	X			
Bernard Gatewood	X			
Bradley McConnell	X			
Sherri Scott	X			

240
 241 Oral and written testimony will be needed at the August 17-18 meeting. We will give 30 days' notice of the
 242 meeting and for public and oral comment. First day of the meeting, we will conduct the public comment
 243 portion.

244
 245 **In accordance with the provisions of Alaska Statute 44.62.310(c) and Alaska Constitutional Right to**
 246 **Privacy Provisions, Bernard Gatewood moved that the State Board of Psychologists and Psychological**
 247 **Associate Examiners go into executive session for the purpose of discussing matters involving**
 248 **consideration of government records that by law are not subject to public disclosure. Board staff to**
 249 **remain for the session. Bradley McConnell seconded the motion. Motion passed via unanimous consent.**

250

Board Member	Approve	Deny	Recuse	Absent
Erin Johnson	X			
Bernard Gatewood	X			
Bradley McConnell	X			
Sherri Scott	X			

251
 252 Off record at
 253 Back on record at 11:22 am

254 **In a motion duly made by Sherri Scott, seconded by Bernard Gatewood with unanimous consent, it was**
 255 **resolved to table #210008 pending further information.**
 256

Board Member	Approve	Deny	Recuse	Absent
Erin Johnson	X			
Bernard Gatewood	X			
Bradley McConnell	X			
Sherri Scott	X			

257
 258 **In a motion duly made by Bernard Gatewood, seconded by Sherri Scott with unanimous consent, it was**
 259 **resolved to allow for vote in Onboard, when necessary, information has been received regarding**
 260 **#210008.**
 261

Board Member	Approve	Deny	Recuse	Absent
Erin Johnson	X			
Bernard Gatewood	X			
Bradley McConnell	X			
Sherri Scott	X			

262
 263 Off record at 11:25 am - Lunch
 264 Back on record at 1:03 pm

265
 266 Correspondence with UAA’s Program Coordinator indicates the UAA PhD program is opposed to
 267 allowing students to complete EPPP (Part 1) before graduation. This correspondence also noted
 268 this is the general opinion of the Council of University Directors of Clinical Psychology (CUDCP).
 269

270 Renee sent a draft from Alison on amendments to Board members.

271
 272 Annual report edits were sent to Renee and Erin from Sherri Scott.

273
 274 **In accordance with the provisions of Alaska Statute 44.62.310(c) and Alaska Constitutional Right to**
 275 **Privacy Provisions, Bernard Gatewood moved that the State Board of Psychologists and Psychological**
 276 **Associate Examiners go into executive session for the purpose of discussing matters involving**
 277 **consideration of government records that by law are not subject to public disclosure. Board staff to**
 278 **remain for the session. Sherri Scott seconded the motion. Motion passed via unanimous consent.**
 279

Board Member	Approve	Deny	Recuse	Absent
Erin Johnson	X			
Bernard Gatewood	X			
Bradley McConnell	X			
Sherri Scott	X			

280
 281 Off record at 109 pm.
 282 Back on record at 345 pm.

283
 284 **In a motion duly made by Bradley McConnell, seconded by Sherri Scott with unanimous consent, it was**
 285 **resolved to adjourn the meeting at 3:44 pm.**

286
287

Board Member	Approve	Deny	Recuse	Absent
Erin Johnson	X			
Bernard Gatewood	X			
Bradley McConnell	X			
Sherri Scott	X			

288

Respectfully submitted,

289

290

DocuSigned by:

291

Marlo Adams

7/6/2023

292

E6AE3E31AD164A1...

293

Marlo Adams, Licensing Examiner

Date

294

DocuSigned by:

295

Erin Johnson

7/9/2023

296

764C9C58B424474...

297

Erin Johnson, Board Chair

Date

Certificate Of Completion

Envelope Id: A9AC20738D814886AD48171318373F0D	Status: Completed
Subject: Complete with DocuSign: Board of Psychologists and Psychological Associate Examiners 2023June1&...	
Source Envelope:	
Document Pages: 8	Signatures: 2
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Disabled	Marlo Adams
Time Zone: (UTC-09:00) Alaska	PO Box 110206
	Juneau, AK 99811
	marlo.adams@alaska.gov
	IP Address: 136.226.56.246

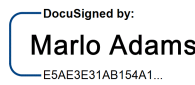
Record Tracking

Status: Original	Holder: Marlo Adams	Location: DocuSign
7/6/2023 9:30:31 AM	marlo.adams@alaska.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: State of Alaska	Location: DocuSign

Signer Events

Marlo Adams
 marlo.adams@alaska.gov
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 Marlo Adams
E5AE3E31AB154A1...
 Signature Adoption: Pre-selected Style
 Using IP Address: 216.137.238.254

Timestamp

Sent: 7/6/2023 9:52:40 AM
 Viewed: 7/6/2023 9:52:56 AM
 Signed: 7/6/2023 9:53:50 AM

Electronic Record and Signature Disclosure:

Accepted: 7/6/2023 9:52:56 AM
 ID: 081b9372-8592-4c26-ac14-b2111562ead3
 Company Name: State of Alaska

Erin Johnson
 ejohnson@southcentralfoundation.com
 Security Level: Email, Account Authentication (None)

DocuSigned by:

 Erin Johnson
784C9C58B424474...
 Signature Adoption: Pre-selected Style
 Using IP Address: 163.116.138.115

Sent: 7/6/2023 9:53:52 AM
 Viewed: 7/9/2023 2:43:51 PM
 Signed: 7/9/2023 2:44:12 PM

Electronic Record and Signature Disclosure:

Accepted: 3/22/2023 10:59:15 AM
 ID: 48a22176-b660-4f7c-b1fe-30ee4953eda0
 Company Name: State of Alaska

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/6/2023 9:52:40 AM
Certified Delivered	Security Checked	7/9/2023 2:43:51 PM
Signing Complete	Security Checked	7/9/2023 2:44:12 PM
Completed	Security Checked	7/9/2023 2:44:12 PM

Payment Events	Status	Timestamps
-----------------------	---------------	-------------------

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

Please read this Electronic Records and Signature Disclosure (ERSD). It concerns your rights regarding electronically undertaking, and the conditions under which you and the State of Alaska agree to electronically undertake, the transaction to which it relates (the “TRANSACTION”).

Consent to Electronically Undertake the TRANSACTION

You can electronically undertake the TRANSACTION only if you confirm that you meet the following requirements by selecting the box next to “I agree to use electronic records and signature” (the “AGREE BOX”):

1. you can fully access and have read this ERSD;
2. you can fully access all of the information in the other TRANSACTION records;
3. you can retain all of the TRANSACTION records in a form that you will be able to fully access for later reference;
4. you consent to undertake the TRANSACTION electronically; and
5. you are authorized to undertake the TRANSACTION. (Please note that falsely undertaking the TRANSACTION may subject you to civil liabilities and penalties and/or to criminal penalties.)

If you cannot or are not willing to confirm each of these five things, do not select the AGREE BOX.

Withdrawing Consent

If you select the AGREE BOX, you can withdraw your consent to electronically undertake the TRANSACTION at any time before you complete the TRANSACTION: simply do not finalize it. The only consequence of withdrawing your consent is that you will not finalize the TRANSACTION.

If you select the AGREE BOX, your consent will apply only to this TRANSACTION. You must separately consent to electronically undertake any other transaction with the State of Alaska.

Paper Option for Undertaking the TRANSACTION

You may undertake the TRANSACTION with the State of Alaska using paper records. (State of Alaska employees who want to undertake the TRANSACTION in paper should contact the agency responsible for the TRANSACTION.) Print the paper records on the website of the State of Alaska agency responsible for the TRANSACTION, or request them from the agency. The State of Alaska homepage is at <http://alaska.gov/>.

Copies of TRANSACTION Records

After completing the TRANSACTION but before closing your web browser, you should download the TRANSACTION records. Or you can download the records within 30 days after

completing the TRANSACTION using the link in the DocuSign email sent to the email address you used to complete the TRANSACTION. The State of Alaska will not provide a paper copy of the TRANSACTION records as part of the TRANSACTION. Under the Alaska Public Records Act (APRA), AS 40.25.100–.295, you can request a copy from the agency responsible for the TRANSACTION, but if too much time has passed, the agency may no longer have the records when you make your request. If required under the APRA, the agency will charge a fee.

Required Hardware and Software

For the minimum system requirements to electronically undertake the TRANSACTION, including accessing and thereby retaining the TRANSACTION records, visit <https://support.docusign.com/guides/signer-guide-signing-system-requirements>. These requirements may change. In addition, you need access to an email account.

How to Contact the State of Alaska

To ask a question on this ERSD or the DocuSign document generated after you complete the TRANSACTION or on using DocuSign to electronically undertake the TRANSACTION, contact the Alaska Department of Administration at either of the following addresses:

State of Alaska
Department of Administration
550 West 7th Avenue
Suite 1970
Anchorage, AK 99501
Reference: DocuSign

doa.commissioner@alaska.gov
Subject: DocuSign

To ask any other question on the TRANSACTION records or to update the information for contacting you electronically, contact the State of Alaska agency responsible for the TRANSACTION using the contact information in the TRANSACTION records or, if those records contain no contact information, using the contact information on the agency's website. Again, the State of Alaska homepage is at <http://alaska.gov/>.