

**STATE OF ALASKA  
DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT  
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING  
BOARD OF PSYCHOLOGIST & PSYCHOLOGICAL ASSOCIATE EXAMINERS**

**MINUTES OF MEETING  
April 18-19, 2013**

***The Staff of the Division of Corporations, Business and Professional Licensing prepared these draft minutes. They have not been reviewed or 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 meeting of the Board of Psychologist and Psychological Associate Examiners was held on August 23-24, 2012 at the Robert B. Atwood Building, 550 West 7<sup>th</sup> Avenue, Suite 1860, Anchorage, Alaska.

**Thursday, April 18, 2013**

**Call to Order/Roll Call**

The meeting was called to order at 8:38 am by Dr. John DeRuyter, Board Chair.

Those present, constituting a quorum of the Board:

Dr. Joel Wieman, Psychologist  
Christian Muntean, Public Member  
Allen Levy, Psychological Associate  
Dr. Kristi Fuller, Psychologist  
Dr. John DeRuyter, Psychologist

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

Karl Marx, Licensing Examiner  
Michele Wall-Rood, Investigator

In attendance from the public was:

Tina DeMelfi-Warner  
Dr. Phillip Baker (AK-PA)

**Agenda Item 2 – Review/Amend Agenda**

Dr. DeRuyter added teletherapy E-passport under Correspondence.

**Upon a motion by Mr. Levy, seconded by Dr. DeRuyter and approved unanimously, it was:  
MOVED to approve the agenda.**

Break 8:54 a.m. while router was installed. Return 9:01 a.m.

**Agenda Item 3 – Review Task List**

Tasked individuals gave a brief update on their progress. Mr. Levy asked about the ASPPB Mid-year conference travel request. No approval or denial was received for the submitted travel request. Mr. Muntean agreed that this should be included in the Annual Report.

Online renewals are not currently an option for psychologist since the renewal forms must be notarized. This might become possible for future renewals.

**Agenda Item 5 – Investigative Report**

Investigators Michele Wall-Rood briefed the Board on recent investigations activity. She also suggested that an initial applicant provided FBI fingerprint based background check would be most useful for investigations. She provided a copy of Alaska Statute 12.62.400 which specifies 15 professions who must provide fingerprints and adding psychologist would be a very simple way to move forward on requiring fingerprints from future applicants. The justification is that psychologist serve at risk populations.

**Agenda Item 3 – Review Task List (Continued)**

**TASK:** Staff may coordinate a teleconference for the Board to vote to accept public noticed regulation changes.

Mr. Marx pointed out that the last meeting task of looking into allowing CPQ credential banking is addressed in statute, AS 08.86.150, but the Board would need to create regulations to cover each credentialing agency.

Mr. Levy stated that "imminent danger" and "duty to warn" are being looked at in congress so he recommended waiting to see what decisions are made at a national level before attempting to draft anything at a state level.

**Agenda Item 4 – Ethics Disclosure**

No one had any ethics disclosures.

**Agenda Item 6 – Review & Approve Minutes**

Mr. Levy pointed out one wording change to the minutes.

**TASK:** Staff will search for earlier versions of 12 AAC 60.080(9) to verify wording.

**Upon a motion by Mr. Levy, seconded by Dr. Fuller and approved unanimously, it was:  
MOVED to accept the January minutes as corrected.**

**Agenda Item 9 – Courtesy License Report**

Being ahead of schedule, Mr. Marx presented the current matrix of courtesy license monthly reports to the board. There were no concerns at this time.

### **Agenda Item 7 – AK-PA Testimony**

Dr. Phillip Baker spoke stated that there will be new leaders in AK-PA in August. He went on to discuss other AK-PA areas of interest such as HS-187 and new license fees.

Mr. Levy pointed out that at some point in the future the Board should look into leveling psychological associate license fees with psychologist fees since there is no real difference in the amount of work to issue either license.

Dr. Baker asked how AK-PA can work with the Board. Dissemination of information about proposed statute and regulation changes could be significant help. Mr. Marx explained the regulation approval process.

### **Agenda Item 8 – Public Comment**

No public speakers were present.

Break 11:03 a.m. Return 11:15 a.m.

### **Agenda Item 11– Board Correspondence**

Dr. DeRuyter led a discussion about the proposal for e-therapy and an e-passport. Mr. Muntean suggested approaching this topic from the angle of how can it be regulated to set the highest standards in Alaska and make the best use of e-therapy to benefit Alaskans.

Break 12:01 a.m. break for lunch. Return 1:05 p.m.

### **Agenda Item 10 – Budget**

Having no questions over the quarterly report the Board decided not to contact Misty Frawley.

### **Agenda Item 11– Board Correspondence (Continued)**

The Board continued a discussion of the e-passport and teletherapy proposal. A reoccurring concern was complaint resolution procedures.

**TASK:** Dr. DeRuyter will submit a response letter.

**TASK:** Staff will offer to share the response letter with other mental health boards.

Mr. Levy questioned the unclear wording of 12 AAC 60.080(a)(9) wondering is "all" or "50%" was omitted accidentally.

**TASK:** Mr. Marx was tasked with providing copies of past versions of 12 AAC 60.080(a)(9) in next Board packet.

Break 2:55 p.m. Return 3:16 p.m.

### **Agenda Item 12 – State Law & Ethics Exam**

**At 3:17 pm Dr. Wieman filed a motion to enter into executive session to grade the State Law & Ethics Examinations and to select questions for upcoming examinations. Mr. Levy seconded.**

Back on the record 5:06 p.m.

Questions were selected for the August examination. State Law & Ethics Examination dates were set for 8/9/13 and 11/1/13.

**Upon a motion by Mr. Muntean, seconded by Mr. Levy and approved unanimously, it was:  
MOVED to recess the meeting at 5:07 PM.**

**Friday, April 19, 2013**

### **Call to Order/Roll Call**

The meeting was called to order at 8:45 am by Dr. John DeRuyter, Board Chair.

Those present, constituting a quorum of the Board:

Dr. Joel Wieman, Psychologist  
Christian Muntean, Public Member  
Allen Levy, Psychological Associate  
Dr. Kristi Fuller, Psychologist  
Dr. John DeRuyter, Psychologist

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

Karl Marx, Licensing Examiner  
Quinten Warren, Chief Investigator

In attendance from the public was:

Tina DeMelfi-Warner  
Chris Reynolds

### **Agenda Item 14 – Application Review**

**At 9:55 am Mr. Levy filed a motion to enter into executive session to discuss possibly confidential information provided in a license application. Dr. Fuller seconded.**

Back on the record 11:13 a.m.

The Board reviewed the following applications:

**Psychologist by Credentials**

- Mark V. Holman
- Amanda O. MacKinnon

**Psychologist Renewing Lapsed Licenses (automatic CE audit)**

- Cleary Donovan

**Psychologist by Examination**

- Verne E. Lewis
- Kathryn I. Dziekan

Upon a motion by Mr. Levy, seconded by Dr. Fuller and approved unanimously, it was:  
**MOVED to approve Amanda MacKinnon's application for licensure by credentials.**

**Roll Call Vote**

NAME	YES	NO
Al Levy	X	
Joel Wieman	X	
John DeRuyter	X	
Christian Muntean	X	
Kristi Fuller	X	

**THE MOTION PASSED.**

Upon a motion by Mr. Levy, seconded by Mr. Muntean and approved unanimously, it was:  
**MOVED to approve Kathryn Dziekan's application for licensure by examination.**

**Roll Call Vote**

NAME	YES	NO
John DeRuyter	X	
Kristi Fuller	X	
Al Levy	X	
Christian Muntean	X	
Joel Wieman	X	

**THE MOTION PASSED.**

Upon a motion by Mr. Levy, seconded by Dr. Fuller and approved unanimously, it was:  
**MOVED to approve Mark Holman's application for licensure by credentials.**

**Roll Call Vote**

NAME	YES	NO
Al Levy	X	
Joel Wieman	X	
John DeRuyter	X	
Christian Muntean	X	
Kristi Fuller	X	

**THE MOTION PASSED.**

Cleary Donovan's lapsed CEU audit tabled until August, 2013 meeting.

**Upon a motion by Mr. Muntean, seconded by Levy, it was:  
MOVED to approve Verne Lewis's application by examination.**

**Roll Call Vote**

NAME	YES	NO
Al Levy		X
Joel Wieman		X
John DeRuyter		X
Christian Muntean		X
Kristi Fuller		X

**THE MOTION FAILED TO PASS.**

Application denied based on self disclosed information in conflict with AS 08.86.130(a)(2), 12 AAC 60.185, and AS 08.86.204(a)(8).

**Agenda Item 15 – Administrative Business**

Sign Travel Authorizations

Travel authorizations were handed out for signatures and returned to Mr. Marx.

Sign 1/13 minutes

Meeting minutes for January 10-11, 2013 were signed along with one wall certificate and returned to Mr. Marx.

Outline further long term goals

Tabled until Annual Report.

Define "duty to warn" and "imminent danger"

Tabled pending upcoming federal guidelines.

ASPPB "Universal Application" process

Tabled until August meeting.

Annual Report

**TASK:** Dr. DeRuyter will coordinate the collection of e-mailed Board input.

Break 11:26 a.m. Return 11:45 a.m.

Supervision best practices

Moved to regulation proposals.

**Agenda Item 16 – Review/Amend/Adopt Regulations**

Dr. DeRuyter read 12 AAC 60.080(e), (g), h), (i), and (j) then began a discussion about these proposed supervision regulations. Mr. Levy stated that the intent of these proposed regulations was to increase access to supervision while providing a trained work force. The Board discussed a variety of in person supervision minimums.

**Upon a motion by Mr. Levy, seconded by Mr. Muntean and approved unanimously, it was:  
MOVED to table supervision regulations 12 AAC 60.080 until the August 2013 meeting.**

**TASK:** Mr. Muntean will set up an e-mail "drop box" for Board members to help organize conversation timelines.

Mr. Levy asked about adding a "FAQ" or "What's New?" link to the PSY webpage.

**TASK:** Staff will add "All Board members to review PSY website" to future agenda task lists.

After Board review, Dr. DeRuyter read the corrected version of the following regulation proposals to be public noticed:

12 AAC 60.270(b) Credit will be given as awarded by the agency providing the instruction.

12 AAC 60.300(b) Nonacademic continuing education programs under this section must be provided by sponsoring organizations approved by the American Psychological Association or another professional organization representing mental or behavioral health professions, including the American Medical Association, American Psychiatric Association, National Association of Social Workers, American Nurses Association, American Association of Marriage and Family Therapist, and the National Association of School Psychologist.

12 AAC 60.300(d) On or after July 1, 2013, psychologist and psychological associates may obtain one hour of continuing education for attending two hours of regularly scheduled meeting of the Board of Psychologist and Psychological Associate Examiners. The individual obtaining the continuing education must verify attendance by signing in upon arrival and signing out upon departure. The individual obtaining credit will be given a certificate of attendance signed by the licensing examiner and one board member in attendance at the meeting. In any given licensing period, psychologist and psychological associates may obtain a maximum of two continuing education hours for attendance as described under this subsection.

12 AAC 60.300(c) On or after July 1, 2013, nonacademic continuing education programs provided by sponsoring organizations approved by the American Bar Association are approved provided that those programs must contribute directly to the professional competency of a person licensed to practice as a psychologist or a psychological associate and must be directly related to the concepts of psychological principles, ethics, or practices as defined in AS 08.86.230(6).

**Upon a motion by Mr. Levy, seconded by Dr. Fuller and approved unanimously, it was:  
MOVED to approve 12 AAC 60.270(b), 12 AAC 60.300(b),(c),(d) to be public noticed as read.**

**Roll Call Vote**

<b>NAME</b>	<b>YES</b>	<b>NO</b>
Joel Wieman	X	
Christian Muntean	X	
Al Levy	X	
Kristi Fuller	X	
John DeRuyter	X	

**THE MOTION PASSED.**

Dr. Wieman suggested a simpler and broader wording change.

12 AAC 60.310 INDIVIDUAL STUDY. (a) The number of continuing education credits awarded for completion of a formal correspondence program, electronic media program, or other individual study program which requires registration and provides evidence of satisfactory completion will be determined by the board on an individual basis.

**Upon a motion by Mr. Levy, seconded by Dr. Fuller and approved unanimously, it was:  
MOVED to approve 12 AAC 60.310(a) to be public noticed as read.**

**Roll Call Vote**

<b>NAME</b>	<b>YES</b>	<b>NO</b>
Al Levy	X	
Joel Wieman	X	
John DeRuyter	X	
Christian Muntean	X	
Kristi Fuller	X	

**THE MOTION PASSED.**

12 AAC 60.300(e) Live interactive continuing education programs presented over the internet by approved sponsoring organizations are approved as nonacademic continuing education provided that attendance is verified.

**Upon a motion by Mr. Levy, seconded by Dr. Wieman and approved unanimously, it was:  
MOVED to approve 12 AAC 60.300(e) to be public noticed as read.**

**Roll Call Vote**

<b>NAME</b>	<b>YES</b>	<b>NO</b>
<b>Al Levy</b>	<b>X</b>	
<b>Joel Wieman</b>	<b>X</b>	
<b>John DeRuyter</b>	<b>X</b>	
<b>Christian Muntean</b>	<b>X</b>	
<b>Kristi Fuller</b>	<b>X</b>	

**THE MOTION PASSED.**

**Upon a motion by Mr. Levy, seconded by Dr. Wieman and approved unanimously, it was:  
MOVED to allow staff to modify the previous regulations so long as the intent is maintained.**

**Upon a motion by Mr. Levy, seconded by Dr. Wieman and approved unanimously, it was:  
MOVED to allow staff to schedule a teleconference for regulation approval.**

Dr. Fuller stated that the preferred time would be a Friday at 1:00 PM if such a teleconference needs scheduled.

Mr. Marx asked to what level the Board would like the previous regulations being submitted for public comment disseminated and how comments would be received. Mr. Levy answered that these proposed regulations will be mailed to all licensees including temporary licensees. Only written comments will be accepted.

**TASK:** Staff will e-mail a copy of the 2013-2015 renewal forms to Dr. Wieman for possible CEU guideline rewording.

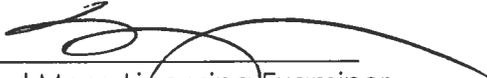
**TASK:** Staff will attempt to add a drop down option to the CEU lines on the online renewal forms so that more CEUs can be clearly listed.

There was a Board discussion of the UAF and APU programs.

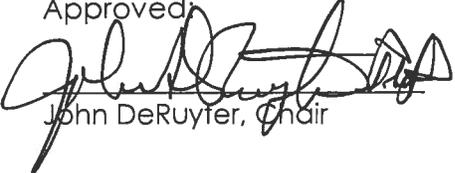
**Upon a motion by Mr. Levy, seconded by Dr. Fuller and approved unanimously, it was:  
MOVED to adjourn the meeting.**

There being no further board business, the meeting adjourned at 1:59 pm.

Respectfully Submitted:

  
Karl Marx, Licensing Examiner  
Susan Johnson

Approved:

  
John DeRuyter, Chair

8/13/2013  
Date