

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

**MINUTES OF TELECONFERENCE MEETING
September 6, 2005**

By authority of AS 08.04.025 and AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled teleconference meeting of the Alaska State Board of Psychologist and Psychological Associate Examiners was held on September 6, 2005, beginning at 4:30 p.m. The meeting was held by teleconference originating at 333 Willoughby Avenue in Juneau, Alaska.

Tuesday, September 6, 2005

Item 1 Call to Order/Roll Call

The meeting was called to order by John Miller, Ph.D., Chairperson, at 4:35 p.m. There were present, constituting a quorum:

John Miller, Psychologist, Chairperson
Lorin Bradbury, Psychologist
Destiny Sargeant, Psychologist
Cam Carlson, Public Member

The psychological associate position is vacant.

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

Cynthia Cintra, Licensing Examiner
Cori Hondolero, Records and Licensing Supervisor
Maggie McQuaid, Investigator

In attendance from the Department of Law, was:

Gayle Horetski, Assistant Attorney General

Also in attendance from the public:

Karen Senzig, Psychologist

Glen Williams, Psychologist
Eric Kuntz, Psychological Associate

Item 2 **Review Renewal Application**

A. Karen Senzig, Psychologist

Lorin Bradbury expressed concerns that this meeting should be held in executive session as the board would be discussing application renewals and personal items relating to the renewals.

Gayle Horetski, Assistant Attorney General (AG) reviewed the executive session procedures with the board. Ms. Horetski stated that if an applicant requested and agreed that their information be held in public discussion the board would be free to do so.

John Miller, Chair, asked the applicants if they had any objections to having their applications discussed on record.

Karen Senzig, Psychologist stated that she had no problem discussing her renewal application on record.

Eric Kuntz, Psychological Associate, requested his renewal application be discussed off the record.

Dr. Miller then opened the floor for questions relating to Dr. Senzig's renewal application.

Dr. Bradbury stated he had no questions and went on to state that there was no Memorandum of Agreement (MOA) for the current renewal cycle (2005 – 2007). Dr. Bradbury also stated that Continuing Education (CE) should be earned during the correct licensing period.

Dr. Miller relayed that CE requirements had not been met by Dr. Senzig and the board should have received a request from Dr. Senzig stating her dilemma in meeting the requirements of 12 AAC 60.260 – 60.330.

Dr. Bradbury also informed the board that Dr. Senzig might have another issue (sleep disorder) the board should also take into consideration. He also went on to state that maybe with the sleep disorders another evaluation might be in order. Dr. Senzig informed the board that she could provide documentation from her sleep doctor that she could not work/function in the mornings.

Dr. Miller asked Dr. Senzig if she has a problem with mornings, why did she not attend any afternoon conferences, seminars, etc. Dr. Senzig replied to Dr. Miller stating that she could not find any conferences, seminars, etc., which did not have early morning registration (7:00 a.m. – 9:00 a.m.)

Dr. Bradbury stated that the board would need to receive a request asking for a MOA for Dr. Senzig.

Dr. Senzig asked if she would need to request an exception every renewal cycle. Dr. Miller stated this was correct. The MOA on file had expired as it was only for the 2001 – 2003 renewal cycle and that a letter had been sent to her with this information.

Ms. Horetski informed the board that the sleep disorder was a separate issue from the CE and if the board were to pursue the sleep disorder issue it would need to address this as an accusation and the burden of proof would rest with the board.

In the matter of the CE, as the licensee provided this information, the burden of proof would be the licensee's responsibility. She went on to state that 12 AAC 60. 340(b) does give the board flexibility relating to CE. She also informed the board that if a disability was permanent, proper documentation would be required and the board would be able to adopt a MOA for accommodations providing that if there were any changes in the disability there would be a required reevaluation of the disability. Ms. Horetski went on to inform the board that she had reviewed the licensing file of Dr. Senzig. It was noted that 40 hours of required CE had not been provided.

Cynthia Cintra relayed to the board that the eight hour ethics course claimed under No. 2, Ethics in Psychology, could not be counted as it had already been claimed on the previous renewal (2003 – 2005). Ms. Cintra said the Certificate of Completion for this course states the CE was earned on October 23, 2001. She also informed the board that Dr. Senzig had included a note on the certificate stating that she would be claiming these eight credits on the next licensing period. Ms. Cintra pointed out that on the 2003 – 2005 renewal eight hours had already been claimed for the same course. She went on to read from the March 7-8, 2002 minutes, page 7, paragraph 2., this information would allow a carry over of eight hours for the 2003 – 2005 renewal, which had already been done, so Dr. Senzig would still need to provide three hours of CE in ethics.

Mrs. Cam Carlson asked how the CE would be counted if the license was lapsed under 12 AAC 60.230. Ms. Horetski responded that 12 AAC 60.230 did not apply in this circumstance, as the license was only lapsed not revoked or suspended. Mrs. Carlson then stated that Dr. Senzig had answered "yes" to Professional Fitness question five and would that also be another issue with her current renewal. Ms Cintra responded that Dr. Senzig had answered "yes" to Professional Fitness question five on a previous renewal, not this current one.

Mrs. Carlson then stated that the MOA signed August 30, 2001 stated that no CE claimed on the renewal could be carried over. Ms. Cintra stated that the board, on record, had stated Dr. Senzig would be able to carry over, not claim twice, eight hours from the 2001 – 2003 renewal to the 2003 – 2005 renewal.

Dr. Senzig then stated that there are three CE credits for ethics from the "Innovations In Clinical Practice – XVIII". Ms. Horetski asked Dr. Senzig for clarification of the faxed documents for the course titled "Innovations In Clinical Practice – XVIII", letter dated June 3, 2005. Ms. Horetski stated that the letter stated there were also transcripts, however, the information faxed did not include the transcripts. Ms. Horetski asked if Dr. Senzig had those transcripts handy. Dr. Senzig stated she had the transcripts and referred to the June 3, 2005 letter. Ms. Horetski asked where the listing of courses should be found. Dr. Senzig pointed out the information could be found at the bottom of the page. Ms. Horetski asked if the three credits in ethics had been claimed with the total 20 hours. Dr. Senzig stated they had been claimed in the total 20 hours. Ms. Horetski then informed the board that Dr. Senzig did indeed have the required three CE credits for ethics, which left her with a total of 33 CE hours, and seven more CE credits needed to be provided.

Dr. Bradbury asked for clarification of the CE credits earned for the course offered by the Centers for Disease Control and Prevention (CDC). He went on to say the certificate states that 0.2 CE units were awarded upon completion. Dr. Senzig and Ms. Horetski gave the breakdown of the hours (60-minute contact hours multiplied by ten equals 600, multiplied by 20% totals two hours). Ms. Horetski also stated that the ethics CE being claimed on the 2003 – 2005 renewal cannot be used for the current 2005 – 2007 renewal. Dr. Senzig informed the board she had misunderstood that she could carry over the eight CE hours for one renewal period, that being the 2003 – 2005 renewal period.

Ms. Horetski then informed the board that although there was no formal request for exception, Dr. Senzig did ask the board for an exception to the CE requirements in the letter enclosed with the 2005 – 2007 renewal. However seven more hours are still needed to meet CE requirements. Dr. Senzig stated to the board that she would be happy to earn the seven credits. She also asked if a MOA would be needed.

Ms. Horetski informed the board that as Dr. Senzig's license had lapsed as of June 30, 2005 a MOA would be needed and once signed, the license could be renewed under the board's flexibility of 12 AAC 60.340(b) and an adopted MOA.

Dr. Miller relayed that what was needed now would be for Dr. Senzig to meet with Ms. McQuaid to work out an MOA. Ms. Horetski informed the board that this could also be done verbally on the record. Ms. McQuaid informed the board that she was at their disposal and all that would be needed was direction.

Dr. Miller stated that at this point, the board needed to be polled to see if they would be willing to set a precedent in this matter. Dr. Miller then went on to ask for the board to respond individually to the matter on the table.

Dr. Bradbury relayed that he felt the process of requesting exception would need to be followed and that if something were available for the board to review and consider at its September 22-23, 2005 meeting the board would do so. Dr. Bradbury also stated that he felt two MOA's should be written; one for this current renewal period and one for future renewals, as this would allow Dr. Senzig to begin earning the required CE for the 2007 – 2009 renewal.

Dr. Sargeant stated that she felt there were two issues; one being Dr. Senzig made an honest mistake on the CE hours (33) being claimed on the current renewal and that she would have no problem with a verbal MOA with a set date for completion of the missing CE hours so her license could be renewed today. Dr. Sargeant went on to say that the second issue that needs to be addressed is Dr. Senzig becoming compliant on future CE as most licensees are already accruing CE for the next renewal cycle and an MOA for this future renewal would be needed.

Mrs. Carlson stated she agreed with Dr. Bradbury's statement and that an MOA would be needed.

Dr. Miller reiterated the board's statements that an MOA would indeed be needed before Dr. Senzig's license could be renewed. Dr. Miller asked for a motion to be made that would include the following information as per the board's discussion to be reviewed at its September 22-23, 2005 meeting:

- 1) Specific dates for completion of missing CE.
- 2) Total of seven CE hours needed.
- 3) Identification of condition as reason that set CE requirements cannot be met and all CE would be earned via independent study.

Ms. McQuaid informed the board that Steve Winker, Paralegal for the Division, would be the correct individual to draft the MOA, as Mr. Winker is the Division's CE expert.

Dr. Miller asked Dr. Senzig if she understood the board's requirements. Dr. Senzig stated that she understood the board's requests. Dr. Miller also stated that the seven hours of CE could not be CE from previous renewals and the CE earned for the purposes of meeting the CE requirements could not be used on any other renewals. Dr. Senzig stated that she understood those requirements.

On a motion duly made by Dr. Bradbury, seconded by Mrs. Carlson, and approved unanimously, it was

RESOLVED to ask the Division of Occupational Licensing to work with Dr. Senzig to draft an MOA that will allow her to earn all of her CE for the 2005 – 2007 renewal via independent/correspondence study and set a 90 day limit for Dr. Senzig to come into compliance with her CE for the 2005 – 2007 renewal. The board also will require a letter to be included with the MOA from Dr. Senzig requesting an exception from CE requirements. The letter will also need to identify Dr. Senzig's condition as the reason CE will be earned outside of the set requirements.

Dr. Senzig asked the board when she could begin to see patients again. Dr. Miller stated that right now her license was lapsed and she should not be providing services. Dr. Bradbury informed Dr. Senzig that once the MOA was signed and adopted she could begin providing services.

Dr. Miller informed Dr. Senzig that the board would contact her telephonically once it had reviewed the drafted MOA at their September 22-23, 2005 meeting. Ms. Horetski asked Dr. Senzig if

there was another telephone number besides her work number that the board could contact her at. Dr. Senzig requested the board and Mr. Winker contact her at the work telephone number.

Dr. Bradbury asked if during the drafting of the MOA if another MOA should also be drafted that would allow Dr. Senzig to earn CE for the 2007 – 2009 renewal cycle via independent/correspondence. Dr. Miller asked that this MOA discussion be added to the September 22-23, 2005 meeting agenda under Item 12, CE Review.

Ms. Horetski thanked the board for its time and left the meeting at 5:40 p.m.

Ms. Mcquaid thanked the board and left the meeting at 5:40 p.m.

Dr. Senzig thanked the board for its time. Dr. Senzig and Dr. Glen Williams left the meeting at 5:40 p.m.

Mr. Kuntz asked the board if there was time to discuss his renewal. Dr. Miller assured Mr. Kuntz that the board would be discussing his renewal next and thanked him for his patience.

B. Eric Kuntz, Psychological Associate

Dr. Miller asked for an overview of Mr. Kuntz's renewal.

The board agreed that an MOA would need to be entered into with Mr. Kuntz that would allow him to continue to provide services while he earns the 15 hours of needed CE for renewal of his license.

Mrs. Carlson asked the board for clarification on how CE hours are counted as there seemed to be confusion for all parties and if this would need to be cleaned up in statute.

After a brief discussion the board decided to accept the Academic CE being claimed for the "Workforce Development/Global Career Developments Facilitator" course (being claimed under Individual Study as there was no space on the Renewal application for Academic study) and that Mr. Kuntz would need to provide only three CE hours in ethics. Dr. Miller stated that Mr. Kuntz could complete an ethics course on-line as long as it meets the CE requirements. Dr. Miller also made several other course and seminar suggestions to Mr. Kuntz. The board also asked for official transcripts or documentation that supports 12 AAC 60.290, for the

“Workforce Development/Global Career Developments Facilitator” course.

On a motion duly made by Dr. Bradbury, seconded by Dr. Sargeant, and approved unanimously, it was

RESOLVED to ask the Division of Occupational Licensing to work with Mr. Kuntz to draft an MOA that will allow him to earn three CE hours of ethics meeting the requirements of 12 AAC 60.300 within 90 days and accept the CE being claimed for the “Workforce Development/Global Career Developments Facilitator” course provided Mr. Kuntz provides transcripts or documentation showing that the course meets the requirements of 12 AAC 60.290.

Dr. Miller informed Mr. Kuntz that the board would notify him of the status of his MOA at the September 22-23, 2005 meeting.

Item 3 Other Board Business

Dr. Bradbury informed Ms. Cintra he had concerns with the memo dated August 30, 2005, regarding Mr. Kuntz’s completion of corrected CE renewal documentation. Dr. Bradbury stated the wording could be misconstrued and could lead to severe misunderstandings. Ms. Cintra acknowledged this and stated any future memos would be more precise.

The board had a brief discussion regarding mail voting and CE topics being added to the September 22-23, 2005 meeting agenda.

On a motion duly made by Dr. Bradbury, seconded by Dr. Sargeant, and approved unanimously, it was

RESOLVED to adjourn the meeting.

Adjourn The board adjourned at 6:37 p.m.

Respectfully submitted:

Cynthia Cintra, Licensing Examiner

Approved:

John Miller, Ph.D., Chairperson
Board of Psychologist and Psychological
Associate Examiners

Date: _____