



Association of State and Provincial Psychology Boards

BOARD ADMINISTRATORS/REGISTRARS COMMITTEE MEETING

Alan Slusky, PhD, Chair
Registrar, Psychological Association of Manitoba
April 27, 2017

Memphis, Tennessee

MEETING LOCATION:

Cumberland Room

AGENDA

<u>Thursday, April 27, 2017</u>		
Time	Topic	Facilitator/Presenter
9:00 am	Call to order; revisions to agenda; introductions	Alan Slusky
9:10 am	Minutes from the October 2016	Janet Orwig
9:20 am	Updates from ASPPB <ul style="list-style-type: none">• Website/ Association Software/ Listserv• Handbook• NPDB/ DDS• Credentials Records Verification Service (CRVS)• Current Projects<ul style="list-style-type: none">○ Work Force Data○ PLUS○ PSYPACT○ New Board Member Training	Janet Orwig/ Alex Siegel

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9:35 am	The Shoulds and Should Nots of Board Administration <ul style="list-style-type: none">• What should and should not be on a board agenda;• What should and should not be said by a Board Administrator• Record Retention: what should be kept and for how long?	Alex Siegel
10:05 am	Minute Taking: Everything you ever wanted to know	Alan Slusky/ Janet Orwig
10:30 am	Break	
10:45 am	Educational Session <ul style="list-style-type: none">• Credentials Review for Foreign Trained	AEQUO/DataFlow
12:00	ASPPB Exam Report	Amy Hilson/Matt Turner
12:30 pm	Lunch	Tennessee Room
1:15 pm	Jurisdictional Roundtable: “What is going well for you, what are the major administrative tasks you are dealing with, and what are some things that this group might be able to help you with? What would you like to share?”	Group
3:00 pm	Break	
3:15 pm	Jurisdictional Roundtable continues	
3:45 pm	Topic brainstorm for April 2017	Alan Slusky
4:00 pm	Adjourn	