

STATE BOARD OF PSYCHOLOGY OF OHIO

APPROVED MEETING MINUTES
DECEMBER 2, 2013
RIFFE CENTER, ROOM 31 EAST B
COLUMBUS

BOARD MEMBERS

President*: Victor McCarley, Psy.D., Licensee Member, 2015
Secretary: Alice Randolph, Ed.D., Licensee Member, 2015
Julie A. Harmon, Ph.D., Licensee Member, 2014
Kathleen Borkowski, Consumer Advocate Member, 2016
Kenneth Drude, Ph.D., Licensee Member, 2016
Charles Hoffman, Consumer Advocate Organization Rep. Member, 2017
Douglas Cole, Ph.D., Licensee Member, 2018
Steven Keller, Consumer Advocate Member, 2018
Denise Rabold, Ph.D., Licensee Member, 2018

STAFF/BOARD LEGAL COUNSEL PRESENT

Ronald R. Ross, Ph.D., Executive Director; Carolyn Knauss, Investigator; Amanda Danko, Investigator; Roger F. Carroll, Board Counsel

10:35AM MEETING CALLED TO ORDER BY DR. MCCARLEY

DR. RANDOPHLH CALLED THE ROLL

Dr. McCarley	Present
Dr. Randolph	Present
Dr. Harmon	Present
Mrs. Borkowski	Present
Dr. Drude	Present
Mr. Hoffman	Present (filled vacancy left by expiration of Ms. Mattson's second term)
Dr. Cole	Present (filled vacancy left by expiration of Dr. Shroder's second term)
Mr. Keller	Present
Dr. Rabold	Present (filled vacancy left by expiration of Dr. Lesure's first term)

NEW MEMBER WELCOMES AND INTRODUCTIONS

Dr. McCarley immediately took an item off of his President's Report and turned the Board's attention to the presence of three new appointees and to the return of Mr. Keller following an illness. Warm welcomes and congratulations were heard amid the introductions of the new members. Additionally, current members, staff members in attendance, Mr. Carroll, and three frequent meeting attendees introduced themselves.

APPROVAL OF OCTOBER 4, 2013 MINUTES

Dr. McCarley invited comments about the October 4, 2013 draft meeting minutes distributed with the agenda. The minutes were subject to the correction of four typographical errors, and Dr. Randolph made a motion to approve the minutes as corrected; Dr. Drude second.

A vote was taken:*

Aye: Dr. Randolph; Dr. Harmon; Mrs. Borkowski; Dr. Drude;
Nay: None
Abstain: Mr. Hoffman; Dr. Cole; Mr. Keller; Dr. Rabold

The motion carried.

¹ Year Board Member term ends (terms expire October 5 or December 4 if not re-appointed or replaced)

* President votes only to break a tie

PRESIDENT’S REPORT

Dr. McCarley expressed a final note of deep gratitude to Drs. LeSure and Shroder for their commitment and dedication to protecting the public and serving the Board, and their hard work on numerous board initiatives during their tenures.

Meeting Scheduling. There was consensus to retain the business meeting of the Board in February, 2014, and to hold the meeting on February 6 and to conduct oral examinations by teams of two beginning at 9:00AM on February 7, 2014. Following considerable discussion about logistics, fostering efficiency, and scheduling the administration of approximately 130 oral examinations annually, there was consensus to convene public meetings and oral examinations in Columbus on the following dates, and to schedule additional oral examination dates during 2014 depending on demand:

Board Business Meeting:	February 6, 2014	10:30AM Columbus, Riffe Center
Oral Examinations	February 7, 2014	9:00AM Columbus, Riffe Center

Retreat/public meeting	March 10-11, 2014; 10:00AM start March 10; 9:00AM start March 11; Location to be determined; Back-up date of March 17-18, contingent on the availability of ASPPB leadership attendance.	
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Board Business Meeting:	May 1, 2014	10:30AM Columbus, Riffe Center
Oral Examinations	May 2, 2014	9:00AM Columbus, Riffe Center

Board Business Meeting:	July 31, 2014	10:30AM Columbus, Riffe Center
Oral Examinations	August 1, 2014:	9:00AM Columbus, Riffe Center

Board Business Meeting:	October 2, 2014	10:30AM Columbus, Riffe Center
Oral Examinations	October 3, 2014	9:00AM Columbus, Riffe Center

Dr. McCarley introduced an item to the President’s Report, seeking feedback on the concept of which version of the oral examination to administer to a candidate who failed the 2013 version and requires re-examination during 2014. Following discussion, Dr. Drude made a motion that any oral examination administered following January 1, 2014 shall be the new approved version based on the new study guide, which most notably contains the telepsychology rules; Dr. Randolph second.

A vote was taken:

Aye: Dr. Randolph; Dr. Harmon; Mrs. Borkowski; Dr. Drude; Mr. Hoffman; Dr. Cole; Mr. Keller; Dr. Rabold

Nay: None

Abstain: None

The motion carried.

Various members emphasized that office staff shall ensure that candidates repeating the oral examination based on the 2014 version shall be reminded that the primary change to the study guide and the pool of questions relate to the inclusion of the telepsychology rule in OAC 4732-17-01(I).

Meeting Location. Dr. McCarley offered the Board an opportunity to consider holding one of more meetings in various parts of the state in an effort to give licensees and members of the public better access to meetings. Following discussion about access and convenience, it was decided by consensus to continue to hold business meetings in Columbus, especially given the determination that oral examinations shall be held only in Columbus beginning in 2014. No motions were heard on this matter.

Conference Call: Board of Regents Investigator and Tiffin University.

Dr. McCarley reported that he and Dr. Ross participated in a conference Call on October 31, 2013 with faculty and administration members at Tiffin University and an investigator at the Ohio Board of Regents. The only major concerns raised by Drs. McCarley and Ross related to: possible misrepresentation regarding their *Master's degree program in Forensic Psychology*, given that it has no psychological practica or supervised field placements, and clearly is not structured to prepare graduates to engage in the provision of psychological services under supervision (excepting those graduates with pre-existing psychological work experience under supervision). It was agreed that the title Master's degree program in Forensic Psychology would immediately be eliminated from the Tiffin website and that efforts would be taken to monitor where it is listed in other places and cause corrections to be made. It was agreed that this is not a degree in psychology per se, but from the college of criminal justice with an *emphasis* in forensic psychology theory and not practice. Dr. Ross asked that this issue be tabled until a future meeting so that follow-up information and monitoring by the Board of Regents and completion of their investigation may be completed prior to additional Board consideration. The Board agreed to this by consensus.

**Rules Committee Appointments: HB83, Five-Year Review (FYR) "No Change"
Rules; Military Service Rules**

Dr. Ross updated the Board about the rapid movement in the senate on HB83, the bill that will serve to update the aging laws of the Board. With confidence that the bill is likely on its way to becoming law, Dr. McCarley asked Dr. Ross and representatives of OPA to lead a rules-writing committee. Dr. Ross explained that it is critical to include stakeholders from a wide variety of agencies and organizations early and consistently through the rule-drafting process, both as good public policy and to evidence to the Common Sense Initiatives Office and to JCARR that our rules are being written in a transparent and collaborative manner in the full light of sunshine.

Dr. Ross suggested that the HB83 and FYR 'no change' rules be handled by one committee, and that the military service rules be handled by another committee because of its novelty and a need to bring in new stakeholders, including possible representation from OPA, OSPA, The Association of Black Psychologists, and the Department of Veterans Services. This was agreed to by consensus.

Dr. McCarley sought membership and leadership for the two rules committees. Dr. Randolph (Chair) and Dr. Drude agreed to join Dr. Ross on the HB83 and FYR Committee. Dr. Ross expressed his desire to have Ms. Knauss to be on the committee and will reach out to stakeholders from groups including but not limited to OPA, OSPA, the Association of Black Psychologists for participation. Mr. Hoffman agreed to Chair the Military Rules Committee, with Dr. Ross and stakeholders to be identified.

Dr. McCarley commended Dr. Ross on his testimony before the Senate Health, Human Services, and Health Committee, stating that it was well received and that his testimony addressed anticipated questions, such that he received no questions from the committee.

ASPPB Midyear Meeting Attendance: April 10-13, 2014 San Antonio

Consensus was reached to decide on board member attendance during the February 6, 2014 meeting of the Board, when a draft ASPPB meeting agenda should be available.

Dr. McCarley highlighted the leadership in ASPPB by Ohio Board members and Dr. Ross. Dr. McCarley shared that Dr. Ross in the middle of his third elected 2-year term as Chair of the ASPPB Board Administrators and Registrars Committee (BARC), and he has all travel to ASPPB meetings reimbursed by ASPPB. He shared with the Board that Dr. Drude has been solicited and accepted on invitation to be a member of both the ASPPB Telepsychology Guidelines Taskforce and the APA/ASPPB/APA Insurance Trust (APAIT) Telepsychology Taskforce. This puts Dr. Drude at the center of leadership and policy-making relative to telepsychology nationally. Dr. McCarley finally added that he is a member of the Annual Meeting Committee, which serves to set the agenda for each Annual Membership meeting.

New Member Mentorship/Orientation

Dr. McCarley proposed a novel process designed to ensure that new members are sufficiently oriented to Board policy, processes, and procedures. He raised the possibility of using the New Member Orientation Manual in conjunction with an assigned senior Member of the Board, who would be available for questions and orientation by telephone or email. He also raised and recommended an in-person orientation for new members, possibly for three to four hours. The idea was well-taken by the new appointees, and each expressed a willingness to attend, with a preference to conduct this in conjunction with already-scheduled attendance in Columbus. It was agreed that the orientation would be conducted on the afternoon of February 7, following oral examinations, by Drs. McCarley and Ross and Mr. Carroll.

Mentor assignments were determined as follows: Dr. Randolph and Mrs. Borkowski (who has already been mentored by Dr. LeSure); Dr. Drude and Dr. Rabold ; Dr. Harmon and Dr. Cole ; and, Mr. Keller and Mr. Hoffman.

Website Updates

Dr. McCarley asserted that the Board's website needs to be reviewed and updated, and delegated this work to the Board's C&T Committee. He also raised the prospect of fostering public knowledge of the Board and transparency by including a photograph and brief biographical statement about each members of the Board. He stated that the Board should be more visible and reach out to the public. This concept was topic of discussion, resulting in a decision to table the topic until February 6. Dr. Ross agreed to collect data from other Boards about their use of photographs and biographical sketches and reasoning behind their decisions.

Dr. Randolph reported that many jurisdictions award limited CE credit to psychologists and even board members for attending meeting of the Board, and raised this is a concept worthy of attention. It was agreed that the Rules Committee reviewing the FYR rules and HB 83 Rules would make recommendations on this.

Annual Appointments

Dr. McCarley noted that there shall be annual appointments of the Entrance Examiner and standing committees. He subsequently appointed Dr. Drude to continue to chair the Communications and Technology (C&T) Committee and appointed Dr. Ross to the position of Entrance Examiner.

EXECUTIVE SESSION

Dr. Ross asked that Executive Session be held at this time to allow Mr. Carroll to participate and then return to a busy schedule of representing various state agencies.

Dr. Harmon offered a motion to enter Executive Session for the purposes of considering an investigation or a complaint against a Board license pursuant to ORC 121.22 (G)(1) and to consider the promotion and/or compensation of a public employee ; Mr. Keller second.

DR. RANDOPH CONDUCTED A ROLL CALL VOTE AT 12:50PM

Dr. McCarley	Yes
Dr. Randolph	Yes
Dr. Harmon	Yes
Mrs. Borkowski	Yes
Dr. Drude	Yes
Mr. Hoffman	Yes
Dr. Cole	Yes
Mr. Keller	Yes
Dr. Rabold	Yes

The motion passed.

EXECUTIVE SESSION BEGAN AT 12:50PM

DR. RANDOPH CALLED ROLL AT 1 :35PM

Dr. McCarley	Present
Dr. Randolph	Present
Dr. Harmon	Present
Mrs. Borkowski	Present
Dr. Drude	Present
Mr. Hoffman	Present
Dr. Cole	Present
Mr. Keller	Present
Dr. Rabold	Present

Dr. McCarley gaveled the Board into public session.

Dr. Harmon made a motion to approve and mail the Notice of Opportunity discussed in Executive Session ; Dr. Drude second.

A vote was taken:

Aye: Dr. Randolph; Dr. Harmon; Mrs. Borkowski; Dr. Drude; Mr. Hoffman; Dr. Cole; Mr. Keller; Dr. Rabold
Nay: None
Abstain: None

The motion carried.

Dr. Ross announced that the subject of the Notice approved by the Board is:

Abbas Sadeghian, Ph.D, Canton, License #4027.

A brief break was held for members to leave on a lunch break and return for a working lunch.

At 2:15pm, DR. RANDOLPH CALLED THE ROLL

Dr. McCarley	Present
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Dr. Randolph	Present
Dr. Harmon	Present
Mrs. Borkowski	Present
Dr. Drude	Present
Mr. Hoffman	Present
Dr. Cole	Present
Mr. Keller	Present
Dr. Rabold	Present

Dr. McCarley issued a proclamation authorizing Dr. Suzanne LeSure to conduct oral examinations as scheduled on December 3 so that candidates would not need to be rescheduled and for public relations and continuity of operations purposes. There were no objections heard.

In addition, it was determined that the School Psychology Examination Committee shall continue to administer examinations to candidates for the school psychologist license. Dr. Cole explained the process of scheduling examination administrations through the Board office, and voiced a strong opinion that the examinations should be held in Columbus like the psychologist oral examinations. There was no opposition heard to this proposal.

ENTRANCE EXAMINER REPORT

Dr. Ronald Ross

The Entrance Examiner Report as distributed with the agenda was presented to the Board.

**STATE BOARD OF PSYCHOLOGY OF OHIO
LICENSURE/REINSTATEMENT/THIRTY-DAY PRACTICE AUTHORIZATION
10/1/2013 THROUGH 11/30/2013**

PSYCHOLOGISTS: Under the respective Ohio Revised Code sections

4732.12:

Aimee Thompson, Psy.D.	#7080	Issued: 10/2/2013
Janice Vidic, Ph.D.	#7081	Issued: 10/2/2013
Mark R. Onusko, Psy.D.	#7082	Issued: 10/2/2013
Tracie Renee Baker, Ph.D.	#7083	Issued: 10/2/2013
Leslie A. Markowitz, Psy.D.	#7084	Issued: 10/2/2013
Lisa Ysela Ramirez, Ph.D.	#7085	Issued: 10/3/2013
Erika Staneff, Psy.D.	#7086	Issued: 10/3/2013
Jennifer M. Kutys, Psy.D.	#7087	Issued: 10/3/2013
Kathleen M. Hutchinson, Ph.D.	#7088	Issued: 10/28/2013
Adam Buffington, Ph.D.	#7089	Issued: 10/28/2013
Heather K. Poma, Psy.D.	#7091	Issued: 10/28/2013
Matthew D. F. Sacco, Ph.D.	#7092	Issued: 11/18/2013
Barbara A. Doremus, Ph.D.	#7093	Issued: 11/18/2013

4732.15:

Sara E. Williams, Ph.D.	#7090-Wisconsin	Issued: 10/28/2013
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SCHOOL PSYCHOLOGIST:

Stephanie Arlene Dillabaugh, Ed.S.	#SP603	Issued: 10/28/2013
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REINSTATEMENT:

Andrea D. Evans, Psy.D.	#6090	Issued: 10/11/2013
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NON-RESIDENT THIRTY-DAY PRACTICE [4732.22(B)]

Jennifer Duncan, Psy.D.	Illinois	Issued: 11/5/2013
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Jane K. McNaught, Ph.D.

Minnesota

Issued: 11/5/2013

Dr. McCarley stated that he would abstain from voting on the issuance of licenses to Aimee Thompson, Psy.D., Jennifer M. Kutys, Psy.D. and Leslie A. Markowitz, Psy.D. Mr. Keller offered a motion to approve the Entrance Examiners Report, taking into account Dr. McCarley's abstentions. Dr. Randolph second.

A vote was taken:

Aye: Dr. Randolph; Dr. Harmon; Mrs. Borkowski; Dr. Drude; Mr. Hoffman; Dr. Cole; Mr. Keller; Dr. Rabold

Nay: None

Abstain: As noted above

The motion carried.

Mr. Keller needed to leave the meeting at 2:35PM.

NEW MEMBER ORIENTATION MANUAL UPDATE

Dr. McCarley turned the Board's attention to the final draft of the New Member Orientation Manual. Dr. Drude reported that he, Dr. McCarley, and Dr. Ross are seeking any final comments and feedback so that the manual can be approved.

Mrs. Borkowski remarked that she was very impressed with the work done on the New Member Orientation Manual and expressed her gratitude, as did the other new members of the Board. Dr. Harmon echoed that assertion.

Dr. Randolph made a motion to approved the New Member Orientation Manual pending additional formatting and corrections, edits, and the addition of one or more appendices by Dr. Drude, Dr. McCarley and/or Dr. Ross; Mrs. Borkowski second.

A vote was taken:

Aye: Dr. Randolph; Dr. Harmon; Mrs. Borkowski; Dr. Drude; Mr. Hoffman; Dr. Cole; Mr. Keller; Dr. Rabold

Nay: None

Abstain: None

The motion carried.

Communications and Technology (C&T) Committee Report Dr. Drude

Dr. Drude reported that he and Dr. Harmon have been using state email addresses for several weeks and the data is automatically encrypted. Dr. Harmon emphasized how easy it is to access the server to check "Board email," and Dr. Drude and Dr. Ross have password protected access on their smart phones. Dr. Ross was directed to set up accounts for all other board members.

EXECUTIVE DIRECTOR'S REPORT

Dr. Ross

Dr. Ross gave brief updates on the following issues/initiatives, none of which led to policy changes except for 9) Proposal to Amend Form to Exceed Four Supervisees/Amend Policy 1.2

- 1) HB83 (ORC 4732 "Housekeeping" Bill) Update
- 2) HB 98: Text and Rule-Filing Deadline (6/30/14)

- 3) Five-Year Review Rule Filing Deadline (7/1/14)
- 4) Rule 4732-9-03 FYR Filing Extension Granted
- 5) Workforce Minimum Dataset
- 6) ASPPB/NR Joint Designation Committee Termination of Activities:
Board Law and Impact on Applicants
- 7) ABA Rules Update
- 8) Oral Exam Update
- 9) Proposal to Amend Form to Exceed Four Supervisees/Amend Policy 1.2
- 10) OPA Swearing in Ceremony

Dr. Ross explained that the Form to Request to Exceed More than Four Supervisees was outdated and did not provide ample room for the licensee to make requests. He developed a new form, which had been distributed with the agenda and which was reviewed during the meeting. By consensus it was agreed that the form would be used starting immediately and that Dr. Ross would report back about staff and licensee feedback during a future meeting.

ADJOURN

In response to a request by Dr. McCarley, the meeting was adjourned by consensus.

The meeting was adjourned at 3:35PM.

Ronald R. Ross, Ph.D.
Executive Director

Victor McCarley, Psy.D.
President

Next scheduled Board meetings: February 6, 2013 10:30AM, Riffe 31st floor