

**OHIO BOARD OF PSYCHOLOGY**  
SPECIAL MEETING MINUTES  
MARCH 10, 2016  
RIFFE CENTER, ROOM 1914  
77 S. HIGH ST. COLUMBUS, OH 43215

**BOARD MEMBERS**

President: Kenneth Drude, Ph.D., Psychologist Member, 2016  
Secretary: Denise Rabold, Ph.D., Psychologist Member, 2018  
Amy Hess, Consumer Advocate Member, 2016  
Charles Hoffman, MSW, Consumer Advocate Organization Rep. Member, 2017  
Steven Keller, J.D., Consumer Advocate Member, 2018  
Douglas Cole, Ph.D., School Psychologist Member, 2018  
Bradley Hedges, Ph.D., Psychologist Member, 2019  
Alice Randolph, Ed.D., Psychologist Member, 2020

**STAFF/BOARD LEGAL COUNSEL PRESENT**

Ronald Ross, Ph.D., Executive Director; Carolyn Knauss, Investigator; Amanda Danko, Investigator;  
Roger F. Carroll, Principal Assistant Attorney General and Board Counsel

**9:30AM     MEETING CALLED TO ORDER BY DR. DRUDE**

**DR. RABOLD CALLED THE ROLL**

Dr. Drude	Present
Mr. Hoffman	Present
Dr. Cole	Present
Dr. Rabold	Present
Dr. Hedges	Present
Dr. Randolph	Absent (planned)
Mr. Keller	Absent (planned)
Mrs. Hess	Absent (planned)

A quorum was present.

This was a special meeting (retreat) of the Ohio Board of Psychology during which the focus was on strategic planning and ongoing agency initiatives. Dr. Drude provided an overview of the agenda, and there were introductions and personal perspectives shared. Informational items were presented:

Review of PLUS application use. Approximately 20% of psychologist applicants are using the ASPPB PLUS system.

Review of COBA certifications and workshops/exams. Nearly each Ohio-based BCBA has been certified as a COBA. Future workshops and examinations will be relatively small groups.

Staff cross-training update. Cross-training preparation for Chiquana Campbell Hancock's leave resulted in implementation of cross-training especially in licensing and managing revenue and deposits, and the building of new skills for Dr. Ross and Denitra Hairston. The investigators play a major role with general information issues and updates to the website and other office responsibilities. Dr. Ross announced that a written narrative of his payroll and non-payroll expenditure reconciliation processes was the major remaining item to document for continuity of operations and cross-training.

Oral examination process and scheduling overview. There was discussion about retaining the current process for conducting all oral examinations in Columbus eight (8) times annually except under extenuating circumstances to accommodate candidates with bona fide disabilities.

Board CE Contracts with OPA-MCE and OSPA-MCE. There was a review of the statute and rules regarding licensee's CE requirements, including registration with one of the associations for CE compliance reporting during biennial license renewal. The contracts for 2016-18 will be reviewed in April and July when budget information is available from the associations.

Investigation processes and timelines. There was a discussion about complaints and investigation-related variables that affect the time required to complete investigations.

There was a working lunch following a break at 11:45AM.

Another brief break ended at 12:55PM.

**DR. RABOLD CALLED THE ROLL**

Dr. Drude	Present
Mr. Hoffman	Present
Dr. Cole	Present
Dr. Rabold	Present
Dr. Hedges	Present
Dr. Randolph	Absent (planned)
Mr. Keller	Absent (planned)
Mrs. Hess	Absent (planned)

A quorum was present.

Discussion turned to the Board's strategic plan last updated in May 2015. The plan was reviewed for goals met and possible new strategic goals related to education and supervision rules. A draft with marked-up text was completed and will be presented to the Board in April 2016.

Retention of email by staff and members of the Board was discussed. There is a draft policy previously discussed that was referenced and there was clarification about the Board's approved schedules for retention of records. That policy was agreed to in principle and will be reviewed for action at the April 2016 business meeting.

Discussion was heard about processes to identify audiences and topics for educational updates on rule changes and associated content from Board enforcement activity. There are upcoming CE programs scheduled on PsyPact and a webinar for OPA on email/texting (Dr. Drude), on telepsychology and social media at ASPPB (Dr. Drude), and on 2015 rule updates (Drs. Drude, Randolph, and Ross). Attention was given to the Board's long and successful history of providing educational programs, and there was general consensus that annual approval of two Board-delivered CE programs seemed appropriate. This issue will be addressed at a future business meeting of the Board, including processes for selecting program content, refining complaint categories to identify topics, and methods of dissemination. There was also discussion about the Board's ability to see patterns in complaints that can inform CE programs without necessarily developing multipole new categories, although there was consensus that some refining of "negligence/competence" is needed.

Discussion was heard on the potential for partnering with stakeholders involved in assessments conducted within various organizational structures such as independent medical examinations. The interface between organizational needs for assessment data and related requirements and the Board rules and professional standards was discussed. Strategies for working with government stakeholders were discussed.

A break was taken at 2:40PM.

The meeting was called back to order by Dr. Drude at 2:50PM.

**DR. RABOLD CALLED THE ROLL**

Dr. Drude	Present
Mr. Hoffman	Present
Dr. Cole	Present
Dr. Rabold	Present
Dr. Hedges	Present
Dr. Randolph	Absent (planned)
Mr. Keller	Absent (planned)
Mrs. Hess	Absent (planned)

Additional discussion about the strategic plan was heard, followed by a review of the Guidelines for Disciplinary Actions. There was strong consensus that the Guidelines are a useful document and that they require updates to citations and law/rule language for approval at a future business meeting.

Finally, members were thanked for their steady communication with staff and their monitoring of their state email accounts.

**ADJOURNMENT**

In response to a request by Dr. Drude the meeting was adjourned by consensus at 3:10PM.

Signed copy on file in Board office

---

Ronald Ross, Ph.D.  
Executive Director

---

Kenneth P. Drude, Ph.D.  
President

**Scheduled Meetings and Examinations**

April 14, 2016 Board meeting 9:30AM	Riffe Center, TBA
April 15, 2016 Oral examinations 9:30AM	Riffe Center, 19 <sup>th</sup> floor
April 15, 2016 COBA Workshop/Exam 1:30PM	Riffe Center, 19 <sup>th</sup> floor
June 10, 2016 Oral examinations 9:30AM	Riffe Center, 19 <sup>th</sup> floor
July 21, 2016 Business meeting	Riffe Center, TBA
July 22, 2016 Oral examinations 9:30AM	Riffe Center, 19 <sup>th</sup> floor
July 22, 2016 COBA Workshop/Exam 1:30PM	Riffe Center, 19 <sup>th</sup> floor
October 6, 2016 Business meeting	Riffe Center, TBA
October 7, 2016 Oral examinations 9:30AM	Riffe Center, 19 <sup>th</sup> floor
November 18, 2016 Oral examinations 9:30AM	Riffe Center, 19 <sup>th</sup> floor