

MINNESOTA BOARD OF PSYCHOLOGY

Minutes of the 448th Meeting

February 15, 2013

Members Present: C. Bonnell, B. Dollins, L. Else, S. Fischer, D. Fisher, J. Leichter, P. Orud.

Members Absent: R. David, P. Stankovitch

Others Present: L. Campero, Asst. Executive Director, G Schaefer, Assistant Attorney General, Kelly Finn, Board Staff, and Mary VanReken, MN Psychological Association.

PUBLIC SESSION

Vice Chair, J. Leichter, called the meeting to order at 9:03a.m., in the Board of Psychology Conference Room on the 3rd floor of the University Plaza Building, at 2829 University Avenue Southeast, Minneapolis, Minnesota and a quorum was declared present.

1. Adoption of the tentative agenda

Vice Chair, J. Leichter, requested the adoption of the tentative agenda by the full board.

P. Orud moved, seconded by B. Dollins to approve the Agenda of the February 15, 2013 Board meeting. Voting "aye": C. Bonnell, B. Dollins, L. Else, S. Fischer, D. Fisher, P. Orud,. Voting "nay": none. Abstention: J. Leichter. There being seven "ayes" and no "nays" motion carried.

2. Approval of the Minutes of the Board Meeting of January 18, 2013.

C. Bonnell moved, seconded by S. Fischer, to approve the Minutes of the January 18, 2013 Board meeting. Voting "aye": C. Bonnell, B. Dollins, L. Else, S. Fischer, D. Fisher, P. Orud,. Voting "nay": none. Abstention: J. Leichter. There being seven "ayes" and no "nays" motion carried.

3. Consent Agenda

The following items were presented for approval under the consent agenda:

a. Licensure Report

Under its delegated authority Board Staff approved the following applicants for Licensure as:

Licensed Psychologist

LP5580	Davin E. Maijala, Psy.D.
LP5581	Pahoua K. Yang, Ph.D.
LP5582	Laura J. Sherr, Psy.D.
LP5583	Kory A. Holzer, Psy.D.
LP5584	Ryan J. Sorensen, Psy.D.
LP5587	Jade A. Bender, Ph.D.
LP5588	Barbara A. Boehm, Psy.D.
LP5590	Mary A. Marth, Psy.D.
LP5591	Megan H. Plumstead, Psy.D.
LP5592	Sarah L. Hart, Ph.D.
LP5593	Krista K. Nabar, Psy.D.

Licensed Psychologist by Reciprocity

LP5585	Claudia French, Ph.D.
LP5586	Heidi A. Halla-Bauer, Psy.D.

Relicensure

LP5589	Thomas J. Dunn, M.Eq.
LP5594	George E. Paajanen, Ph.D.

Guest Licensure

GL0019	Candice Tate
GL0020	Eric Willms

Under its delegated authority the Application Review Committee (ARC) approved the following applicants for Master's to Doctoral Level Conversion:

Education Upgrade

LP4941	Edward N. Tipton, Ph.D.
LP5541	Endora K. Crawford, Ph.D.

Under its delegated authority Board Staff approved the following APA applicants be admitted to the Examination for Professional Practice in Psychology (EPPP) and the Professional Responsibility Examination (PRE).

Examination for Professional Practice of Psychology (EPPP) APA

13-104	Allen, Gary, Psy.D.	Argosy Univ
11-034	Bennett, Nicole, Psy.D.	Argosy Univ
13-112	Bona, Megan, Psy.D.	Argosy Univ
13-103	Gale, Emily, Ph.D.	U of NE
09-137	Grotte, Raksmei, Psy.D.	Argosy Univ
13-097	Hinton, Marchion, Ph.D.	Western MI Univ
13-106	Livingston, Carole, Psy.D.	Argosy Univ
13-099	Lucia, Denise, Ph.D.	U of Northern CO
13-109	Purtle, Michelle, Psy.D.	Argosy Univ
13-110	Reyna, Jennifer, Psy.D.	Argosy Univ
12-114	Urban, Karen, Psy.D.	WI School of Prof Health
13-101	Undis, Sandra, Psy.D.	Widener Univ
13-025	Weiler, Joshua, Psy.D.	Argosy Univ
13-095	Winskowski, Ann Marie, Psy.D.	U of St. Thomas
13-102	Yamada, Torricia, Ph.D.	U of IA

Professional Responsibility Examination (PRE) APA

13-108	Grissom, Sandra, Ph.D.	U of ND
13-109	Purtle, Michelle, Psy.D.	Argosy Univ
13-110	Reyna, Jennifer, Psy.D.	Argosy Univ
13-111	Rullo, Jordan, Ph.D.	U of UT
13-082	Syzdek, Matthew, Ph.D.	Clark Univ
12-112	Viera, Alecia, Psy.D.	Argosy Univ
13-105	Willms, Eric L., Psy.D.	Chicago school of psych

b. CE Variance Report

Under its delegated authority Board Staff approved five six-month time limited variances to complete continuing education requirements (Minnesota Rule 7200.3860, D.) to the following psychologists:

Ganje-Fling, Marilyn	LP1330 Application Complete
Kittleson, Mary	LP2078
Mairs, Sarah	LP5277 Application Complete
Newkirk-Ledo, Thomas	LP2080
Rectenwald, Nancy	LP2082

c. Future Business and Meetings

CRC II Meeting--Closed	March 8, 2013
ARC Meeting--Open	March 22, 2013
Board Meeting--Open	March 29, 2013
MPA Conference	April 5-7, 2013

B. Dollins moved, seconded by P. Orud, to approve the Consent Agenda. Voting "aye": C. Bonnell, B. Dollins, L. Else, S. Fischer, D. Fisher, P. Orud,. Voting "nay": none. Abstention: J. Leichter. There being seven "ayes" and no "nays" motion carried.

4. New Business

The following items were presented and discussed as new business.

a. Outreach to Psychology Doctoral Programs

In an effort to reach out the doctoral psychology programs in the State of Minnesota, at the request of the Chair, Dr. Leichter, and in accordance with the Board's 2012 Strategic Plan for increased stakeholder education and outreach, the Executive Director identified and sent correspondence to the following graduate programs:

St. Mary's University
University of St. Thomas
Walden University
Capella University
Argosy University, Twin Cities Campus
University of Minnesota; and
Minnesota State University--Mankato

The correspondence notified the programs about "exciting changes" at the Board of Psychology including changes in organizational structure, mission, vision and values, and the desire to do educational outreach. It provided the Board's new mission statement, and noted the recent adoption of the new rules on January 29, 2013. It expressed the Board's desire to partner with each graduate program during the educational process.

To establish this partnership, the letter noted that the Board seeks a positive relationship with the educational institution that will be a benefit for both the board and the institution. To that end the letter proposed:

- Making contact with the institutions program director for the doctoral psychology program for an informal in-person meeting to discuss shared opportunities;
- A discussion of an onsite visit to psychology doctoral students to share the purpose of the Board, its role and responsibilities in the regulation of the practice of psychology;
- An offer to share resources with the doctoral psychology students in a way that will better prepare them for future licensure or interaction with the professional regulatory body; and
- To review educational offerings of the Board in areas such as ethics, administrative rules, and continuing education.

b. Branding, New Board Logo

The branding and educational material project is derived from the Stakeholder Education Team proposal, and is divided into two parts: (1) develop a branding concept for the agency overall to be used consistently in all materials via templates and printed materials; and (2) utilize that branding into educational materials to achieve the Board-approved strategic plan in the area of stakeholder education on the newly promulgated rules.

A team of staff members, led by Kelly Finn-Searles met with and interviewed individuals and firms from the allowable design/advertising vendors listed for the State of Minnesota, including Momentum Design (Maureen Mcilargey), on December 20, 2013, and IDesign (Beth Germon Ignaut) on December 18, 2012, and Johnson Group (Scott Hondl), on December 17, 2012.

Out of these vendors, Johnson Group was selected based on its focus on process, inclusion, professionalism, quality of work and outcomes, depth and breadth of services offered, and the ability of this firm to work within the limited deadlines of this project.

Scott Hondl presented logo, branding, and educational material concepts to the Board for feedback on January 18, 2013.

Following the Board meeting a few key mark-up logos and concepts were reviewed with the Administrative Committee. The Administrative Committee found the seal to be more official than the faces logo, however, it was determined that the seal would be sent via e-mail for a final consideration by Board members. Based on the feedback of both the Board and the Administrative Committee specifically, the staff team met via telephone conference with Mr. Hondl to review the response, and to determine next steps.

As a result of that meeting the following steps were taken:

- Eliminated "pin" as an option and replaced with renewal wallet cover prototype;
- Review the "face" logo and the logo resembling a seal (three stars on top);
- Johnson Group to begin letterhead, mark-ups, and educational materials based on core content of new rules;
- Discussed modifying tabs to allow for easy in-house modification of content;
- Determined tabs would be: licensure, continuing education, rules of conduct, board overview, and FAQs
- Assign staff of each unit to complete FAQs in each area: rules of conduct, licensure and continuing education pertaining to the new rules.

After receiving feedback via e-mail with some saying it was good, and a determination that the stars should be removed, the staff team met on February 6, 2013 with Mr. Hondl to review the concepts and to revisit logo. In the meantime, mark-ups/proofs are being created for letterhead, wallet card, educational materials, and content drafted for FAQs with the idea that the logo can be inserted once approved.

The following steps were a result of that meeting:

- Staff reviewed numerous health board logos across multiple jurisdictions both within the regulation of psychology and outside;
- Mr. Hondl provided the entire content of logos for re-review and to be sent out to the Board members;
- The group determined that in order to modify or change the logo, that it would be best to find out additional information from the Board based on a questionnaire.

On February 6, 2013, the Executive Director sent the Board images to review and provide feedback on along with specific questions to answer to assist Mr. Hondl and the creative team with logo development.

The staff team hopes to complete this project within the next 2-3 weeks.

c. Board Terminations

Motion to approve or deny the termination of license of the following licensees because of failure to renew.

Freeman, Charles	October 31, 2012	LP4528
Hegion, Ada	October 31, 2012	LP1658
Proehl, Sandra	November 30, 2010	LP2197
Manning, Ann	December 31, 2010	LP3218
Muldoon, Joseph	December 31, 2010	LP1984
Willette, Brian	December 31, 2010	LP2059

P. Orud moved, seconded by L. Else, to approve termination of the license of the aforementioned licensees. A roll call was taken and the votes were as follows: C. Bonnell: "aye"; B. Dollins: "aye"; L. Else: "aye"; S. Fischer: "aye"; D. Fisher: "aye"; P. Orud: "aye"; . There being seven "ayes" and no "nays" the motion carried.

d. Waiver Request – LP1518

Motion to approve or deny Licensee's (LP1518) request for a waiver of Minnesota Rules, section 7200.3820.

Licensee is currently enrolled in a continuing education class that will be completed on April 7, 2013. This date falls outside of her renewal period and seven days after her existing variance which expires on March 31, 2013. Licensee is retired and not currently practicing but continues to do volunteer work. Licensee requests that these credits be counted toward the renewal period for September 2012.

C. Bonnell moved, seconded by D. Fisher, to approve waiver request. Voting "aye": C. Bonnell, B. Dollins, L. Else, S. Fischer, D. Fisher, P. Orud. Voting "nay": none. Abstention: J. Leichter. There being seven "ayes" and no "nays" motion carried.

e. Waiver Request – LP3750

Motion to approve or deny Licensee's (LP3750) request for a waiver of Minnesota Rules, section 7200.3820.

Licensee would like to sign up for a course that would fall two weeks outside of her 2013-2015 renewal period. Licensee has completed continuing education requirements for renewal period ending August 31, 2013. Licensee would like to register and take a week long retreat which is offered one time per year in mid- August 2013. Licensee asks that these continuing education credits count toward the renewal period of September 1, 2013 – August 31, 2015.

S. Fischer moved, seconded by P. Orud, to deny the waiver request. Voting "aye": B. Dollins, L. Else, S. Fischer, D. Fisher, P. Orud. Voting "nay": C. Bonnell. Abstention: J. Leichter. There being six "ayes" and one "nay" motion carried.

f. Waiver Request – 13-039

Motion to approve or deny applicant's (13-039) request for a waiver of Minnesota Rules, section 7200.1300, subpart 4, item B, subitem 4 (old rule).

The Board reviewed the applicant's internship experience reviewed on January, 18, 2013. The Board determined that the experience did not meet the education requirements in Minnesota Rules, part 7200.1300 because it did not relate to the program of the applicant, being completed prior to the end of her doctoral coursework.

The applicant is asking the Board to waive this rule because a majority of the required courses (listed in rule) were taken in her master's program and were transferred into her doctoral program. The applicant also states that she has invested a considerable amount of time learning clinical competencies. She informs that she was not aware of

the rule previously and had listened to an individual who told her the experience she completed would meet the licensure requirements.

P. Orud moved, seconded by C. Bonnell, to deny the waiver request. Voting “aye”: C. Bonnell, B. Dollins, L. Else, S. Fischer, D. Fisher, P. Orud. Voting “nay”: none. Abstention: J. Leichter. There being seven “ayes” and no “nays” motion carried.

g. Rules Committee Report

The Rules Committee on behalf of the Board closed up the new rules process with rules being promulgated on January 29, 2013. The Johnson Group is working to compile resource materials to be sent to all licensees and applicants to highlight and educate on the new rules as directed in the Strategic Planning Stakeholder Education Team proposal.

The Committee intends to examine the existing rules identified as needing to be revisited in the future and the Chair will put together a process document to track the Committee's work.

The Executive Director is working to compile the official record for the recently completed rules project. This record is publicly available. She is also working to add a rulemaking docket and rules section on the website to assist in public outreach and to provide additional information to those who may be interested.

h. PRE Committee Report

The PRE Committee is scheduled to meet in the Board conference room on February 15, 2013 following the Board meeting to discuss the compilation and creation of the new PRE. Following the gathering and sorting of the ratings data on each test item, Dr. Fischer, Chair of the Committee, is working to assess the items and organize them to construct a draft examination for consideration by the PRE Committee.

The Committee anticipates being prepared to administer the new PRE at the end of February early March of 2013.

Moreover, the Committee is working on a long term project anticipated to be complete in January of 2014 that would provide a video resource in the form of a study aide as well as the possibility of review sessions for applicants.

i. Executive Director's Report

Assistant Executive Director, L. Campero, reported about a recent presentation given by the Executive Director, A. Barnes, and the Assistant Executive Director at the Federation

of Associations of Regulatory Boards (FARB) at their most recent meeting in San Diego, CA. The topic of the presentation was on government efficiency: how to do more with less.

j. Administrative Committee Report

The Administrative Committee met on January 18, 2013 following the regularly scheduled Board meeting. Present were J. Leichter, Board Chair, P. Orud, Vice Chair, and P. Stankovitch, Board Secretary and Executive Director, A. Barnes. The agenda covered the following topics:

- A. Role and function of the Board;
- B. Responsibilities of Board members;
- C. Role of the Administrative Committee;
- D. Historical update of ongoing issues previously reported to the Committee under grievance report.
- E. The grievance report.

The Administrative Committee discussed the type of Board governance structure that exists and how it was structured at the end of 2009 to 2010, including the purpose of the Minnesota Analysis and Development Situation Assessment and actions taken in accordance with the decision to institute a Board strategic plan.

The Committee further discussed the role of the Administrative Committee in oversight of the Executive Director and the framework of how that has functioned in the past two years was discussed.

The role of the Administrative Committee in recent reorganization changes was discussed, along with insight into the types of issues that may come before the Administrative Committee, and the types of issues that will not in accordance with policy adopted in August of 2010.

The need for a internal staff manual of policies and procedures was reviewed as well as the need for improved Board member orientation and for a Board member policies and procedures manual. P. Orud volunteered her expertise and experience to provide her knowledge on policies and procedures to the Administrative Committee and to the Executive Director.

Prior to the closure of the meeting, the Committee also reviewed the mock-up boards provided by the Johnson Group of Board logo, informational pieces, and educational materials regarding the new rules. The Committee determined that the seal logo was preferred, and that the pin was not supported as an idea, but rather that license

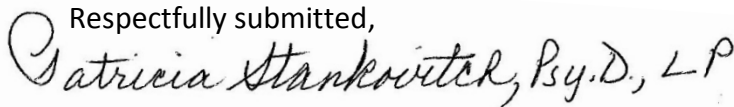
renewal "sleeves" would be a better option. The Committee asked that the final logo be sent out to all Board members for a final opportunity for feedback.

Action items: The Executive Director sending to P. Orud the draft Board member manual that currently is in progress; and a summary of the strategic plan and actions taken. A. Barnes to work on internal policy and procedures manual for Board staff, and P. Orud to work towards the Board member manual and possible bylaws.

5. Adjournment

B. Dollins moved, seconded by D. Fisher, that the meeting be adjourned. Motion carried unanimously. The meeting adjourned at 10:17 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Patricia Stankovitch, Psy.D., LP". The signature is written in a cursive, flowing style.

PATRICIA STANKOVITCH, PsyD, LP
Board Secretary