



Examining Board of Psychology Meeting Minutes

July 21, 2023

Hybrid Meeting via Microsoft Teams and in-person at Capital Event Center (ESD 113), 6005 Tyee Drive SE, Tumwater, WA 98512, Pacific Room

Board members present:

Cedar O'Donnell, Ph.D., Chair
Ruth Varkovitzky, Ph.D., ABPP, Vice Chair
Florence Katz Burstein, Public Member
Erin Olson, Ph.D.
Phillip Hawley, Psy.D.
Jessica Carlile, Ph.D.
Vanessa Goosen, Psy.D.
Jan Bleakney, Public Member
Evan Freedman, Ph.D., ABPP
Elena Lopez, Psy.D. (joined at 11:18 am)
Leslie Cohn, Ph.D. (joined from 10:17 am to 12:03 pm)

Board members absent:

None

Staff members present:

Harold Wright, Jr., Executive Director
Zachary Patnode, Program Manager
Davis Hylkema, Program Associate
Joan Simmons, Program Support
Melody Casiano, Policy Analyst
Sierra McWilliams, Assistant Attorney General
Nichole, Herrera, Staff Attorney
Cori Tarzwell, Strategic Policy Manager

Guest Speaker(s):

Dominika Breedlove, Psy.D., Washington State Psychological Association

On July 21, 2023, the Examining Board of Psychology held a hybrid meeting in-person at Capital Event Center (ESD 113) and online via Microsoft Teams and. Notice of the meeting was published on the Examining Board of Psychology [profession website](#) and was sent out through the GovDelivery listserv.

1. Opening of Public Meeting – Cedar O'Donnell, Ph.D., Chair

- 1.1. Call to Order: The chair called the meeting to order at 9:02 a.m. followed by introductions of board members, department staff, the Assistant Attorney General, and guests.
- 1.2. Approval of the Agenda: *Motion to approve the agenda, seconded, vote 8-1 (Dr. Freedman opposed).*
- 1.3. Approval of May 19, 2023 Regular Meeting Minutes: *Motion to approve the minutes, seconded, vote 9-0.*

2. Public Comment – Ruth Varkovitzky, Ph.D., ABPP, Vice Chair

- 2.1. Vice Chair Dr. Ruth Varkovitzky read aloud the public comment statement:
“Thank you for taking the time to be with us today. We are eager to hear from you. We typically provide notice to our constituents and other interested parties before taking action on any topic, so we seldom take action on topics unexpectedly raised by the public or others if not on the agenda. While individual board members may ask questions or make comments about your presentation, please be aware that individual board members do not represent the board as a whole and that the subject of your comment may not be acted upon today or in the near future. We will include your comments in our meeting minutes for possible review if the matter you raise is brought up for formal discussion and/or a vote at a subsequent board meeting.”
- 2.2. Dr. Slaughter, Director of Professional Affairs for the Washington State Psychological Association (WSPA), shared she will be transitioning out of WSPA and mentioned Dr. Breedlove will be the new director for WSPA.

3. Management Reports - Zachary Patnode, Program Manager

- 3.1. Budget – The board reviewed the budget numbers for May 31, 2023. The current fund balance was \$574,914. Mr. Patnode explained the trend that has been of concern and that financial services is working on an analysis of the second round of a fee increase. He assured there is no crisis point in the fund budget at the moment. Mr. Patnode & Ms. Casiano explained the difference between the fund balance versus the reserve level.
- 3.2. Credentialing Report – Mr. Wright provided a background including focus areas and deliverables, scorecard, nonroutine progress, provided an update of the improvements and answered questions from the board.

Mr. Patnode provided a presentation of Project Pathway to the board which included details of the short-term, medium and long-term goals, scorecard and improvements.
Motion to move on, seconded, not voted on.
- 3.3. Program Updates
Mr. Patnode asked the board if they had any questions regarding the update on payroll protocols that Ms. Simmons had emailed earlier in the week. There were no questions or concerns from the board.
- 3.4. Policy Analyst Updates
Ms. Casiano shared the two policy statements the board voted on at the last meeting regarding virtual supervision and telepsychology to fulfill experience have been drafted and are ready to be filed.

The second update shared was regarding the Health Equity Continuing Educations rules where the draft rules are completed and the CR-102 is wrapping up. Ms. Casiano informed the board of the need to schedule a hearing date about the proposed rule language after the CR-102 is filed. After speaking with Mr. Patnode and Ms. Delgado they identified October 13, 2023, following the ethics training, a potential date to hold the hearing virtually. The ethics training is 4 hours scheduled from 9:00 am – 1:00 pm and the hearing possibly start at 2:00 pm and be approximately 30 minutes. Quorum is needed for the hearing.

MOTION: A motion was made to hold the health equity continuing education rules hearing at 2:00 pm on October 13, 2023.

4. [HB 1724](#): Increasing the Trained Behavioral Health Workforce Update – 1724 Project Manager/Zachary Patnode, Program Manager

- 4.1. Psychology Associate License Workgroup presentation. Dr. Breedlove gave a presentation and answered questions from the board.
- 4.2. The board was briefed on other implementation work of HB 1724. Ms. Tarzwell provided an overview of HB 1724

5. Substantial Equivalency Review – Zachary Patnode, Program Manager

The board discussed and decided on the process for substantial equivalency considering updates from HB1724 Workgroup. *Motion to accept Option 1: “The Board may choose to accept the attached list of substantially equivalent states that was created under assumptions that any state will be substantially equivalent to Washington licensing standards which: 1. Requires completion of a doctoral degree which is APA/CPA/PCSAS accredited (or equivalent) including 1-year residency requirement., 2. Requires passing the national certification exam (EPPP)., 3. Requires supervised experience at a level that meets Washington licensing standards when giving credit for hours worked during 2 years licensed in that state.” seconded, vote 6-4 (In favor: Drs. Hawley, Freedman, Olson, Goosen, Varkovitzky, and Ms. Bleakney. Abstained: Ms. Katz Burstein, Drs. O’Donnell, Carlile, and Lopez.)*

6. Requests for Lists & Labels - Cedar O'Donnell, Ph.D., Chair

- 6.1. There were no Requests for Lists and Labels received.

7. Signature Authority – Zachary Patnode, Program Manager

- 7.1. Counsel provided input on definitions of the previous signature authority document. The board discussed and decided what signature authority to grant the Department of Health for the 2023/2025 biennium.
- 7.2. Form 1-1-19C, *Motion to accept the adjudicative service delegation for the first two issues as noted on the presented document for allegations violating RCW 18.130.400 and RCW 18.130.370, seconded, vote 7-3. (In favor: Drs. Freedman, Hawley, Lopez, Olson, Varkovitzky, Carlile, and O’Donnell. Abstained: Ms. Katz Burstein, Ms. Bleakney, and Dr. Goosen).*
- 7.3. Delegated Authority Descriptions
Explanations and examples of delegated authority descriptions were provided to the board.

8. Ethics Training – Zachary Patnode, Program Manager

The board discussed and decided whether to have in-person only, hybrid, or online only options for Ethics Training scheduled for October 13, 2023 from 9:00 am to 1:00 pm. The board gave the directive to hold an in-person ethics training at the LNI building on October 13, 2023 from 9:00 am – 1:00 pm. For future ethics training, the board would like to see hybrid options.

9. ASPPB Report – Cedar O’Donnell, Ph.D., Chair, Erin Olson, Ph.D, Board Member, and Zachary Patnode, Program Manager

- 9.1. The board discussed highlights at the ASPPB mid-year meeting. Dr. Olson & Mr. Patnode shared the topics presented at the ASPPB mid-year meeting.
- 9.2. The board discussed and decided on attendance at the ASPPB Annual Meeting, September 27th – October 1st, 2023 in Cleveland, Ohio. Dr. Hawley has agreed to attend the annual meeting and tentatively Ms. Bleakney. DOH will determine which staff will attend the meeting.

10. Board Retreat – Zachary Patnode, Program Manager

The board discussed and decided on retreat content including trainings and whether or not to have it as a separate meeting or on a regular meeting date. Mr. Patnode shared an SBAR document regarding the board retreat. The directive given to Mr. Patnode is to pursue with OILS counterparts to do the first part of the recalibration work during panel meetings and then perform follow up pieces as a second half of the September meetings, barring anything to the contrary of AG input then pursue application review training and Roberts Rules of Order for the second half of the November meeting.

11. Board Membership: Expiring Terms – Zachary Patnode, Program Manager

11.1. Leslie Cohn – final term expiring January 6, 2024, new appointment needed. Mr. Patnode shared recruitment notices will go out within the next two weeks. He requested board volunteers to potentially sit on the panel for interviews to be held in September and October. Members who volunteered to be on the panel if needed are Ms. Katz Burnstein and Drs. Carlile, Olson, O’Donnell.

11.2. Jessica Carlile – term expiring January 6, 2024, eligible for re-appointment.

12. 2024 Board Meeting Dates

The board discussed and decided on regular board meeting dates for calendar year 2024. *Motion to approve the 2024 board meeting dates as January 19, March 8, May 17, July 12, September 13, and November 1, seconded, vote 10-0.*

- January 19
- March 8
- May 17
- July 12
- Sept 13
- November 1

13. Subcommittee Work & Reports – Cedar O'Donnell, Ph.D., Chair

- 13.1. Communications Subcommittee – Ms. Katz Burstein will pull a meeting to put together a newsletter to be released in the fall to report and asked for topics the board would like to have included. Feedback of topics included highlighting the great work of DOH and facilitating a more efficient credentialing process, virtual activity like the ethics training, board attendance at national conferences, and house bill pieces impacting the profession.
- 13.2. Diversity Workgroup – Dr. Hawley reported the group met on Wednesday discussing how to get a more consistent schedule in place for regular conversations, related to best strategies and getting community input. Mr. Patnode mentioned DOH efforts of centralizing diversity networks under the new chief of inclusion, Darrow Brown.
- 13.3. Applications Subcommittee – Dr. O'Donnell shared the discussion of tricky non-routine applications, i.e., in situations, where the RBM might want to consider an exception, and that exception be brought to the panels for decision.
- 13.4. Rules Subcommittee – Nothing to report.

14. Future Agenda Items – Cedar O'Donnell, Ph.D., Chair

- Guidelines for communicating via digital platforms: confidentiality and recordkeeping
- Full administrative rule chapter review
- EBOP-DOH operating agreement
- PSYPACT commission updates as needed
- Suggestion to mandate one meeting as in-person for all members

15. Meeting Adjourned

The meeting was adjourned at 2:20 p.m.

Submitted by:

Zachary Patnode, Program Manager
Examining Board of Psychology

Approved by:

Cedar O'Donnell, Ph.D., Chair
Examining Board of Psychology

Signature on file

SIGNATURE

Signature on file

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DATE

DATE