



**EXAMINING BOARD OF PSYCHOLOGY
MEETING MINUTES**

November 14, 2014

LOCATION:

Department of Health
111 Israel Rd S.E.
Town Center Two, Room 145
Tumwater, WA 98501

BOARD MEMBERS PRESENT: Timothy Cahn, Ph. D., Chair
Leslie Cohn, Ph.D.
Elizabeth Kunchandy, Ph.D.
Janet Look, Ed.D.
Dick Gidner, Public Member
Rachaud Smith, Psy.D.

BOARD MEMBERS ABSENT: David Stewart, Ph.D., Vice Chair
Shari Roberts, Public Member
Brendon Scholtz, Ph.D.

STAFF PRESENT: Betty Moe, Program Manager
Sonia Ferguson, Program Support
Jeff Wise, Policy Analyst
Marlee O'Neill, Legal Services

AAG PRESENT: Jack Bucknell, Assistant Attorney General

OTHERS PRESENT:

Lucy Homans, Ed.D., Washington State Psychological Association (WSPA)
Dr. Thomas Wall, SPU Faculty
Sam Rennebohm, SPU Doctoral Student
Ashley Estoup, SPU Doctoral Student
Audrey Lee, SPU Doctoral Student
Jyssica Seebeck, SPU Doctoral Student
Madeline Wielgus, SPU Doctoral Student
Jaclyn Aldrich, SPU Doctoral Student
Becca Kramer, SPU Doctoral Student
Jamiee Tinguy, SPU Doctoral Student
Oxana Kramarevsky, SPU Doctoral Student
Beth Lehinger, SPU Doctoral Student
Grita Gidner, Guest

On November 14, 2014, the Examining Board of Psychology (board) met at the Department of Health, 111 Israel Road S.E., Town Center 2, Room 145, Tumwater, WA 98501. Notice of the meeting was published on the psychology profession [website](#). Notice was sent to the psychology Listserv.

OPEN SESSION – 9:07 a.m.

1. CALL TO ORDER – Timothy Cahn, Ph.D., Chair

Dr. Cahn called the meeting to order at 9:07 a.m.

1.1 Approval of agenda

The agenda was approved and accepted.

1.2 Staff updates

Ms. Betty Moe said the department is in the process of interviewing for the executive director position. Dr. Timothy Cahn said that he was a participant in the interview process.

1.3 Introductions

Staff members, board members, and guests introduced themselves. Dr. Thomas Wall brought students from Seattle Pacific University (SPU).

1.4 Approval of the September 19, 2014 meeting minutes

Board members reviewed and approved the September 19, 2014 meeting minutes as presented.

2. RULES WORKSHOP – Timothy Cahn, Ph.D., Chair

Ms. Betty Moe explained the rules process for the SPU students who were in attendance.

Sexual misconduct

The board is considering updating the sexual misconduct rule to establish clearer standards of conduct for psychologists. This will help the board be consistent in its enforcement activities to more fully comply with RCW 18.130.062 and Executive Order 06.03.

Dr. Cahn said if a complaint comes across that is strictly sexual, it will be delegated to the Office of the Secretary.

Board members discussed sexual misconduct happening outside of the practice and how to handle it.

Dr. Kunchandy asked if charges were made, would there be a conviction. She said she thinks there is something about professional and personal behaviors. She said

psychologists have intimate access to people, so therefore are regarded with a higher level of scrutiny, which happens to be 24 hours a day.

Ms. Moe said the department also gets information from cross checks that are done quarterly with the State Patrol.

Dr. Rachaud Smith asked what the board could really do. Ms. Moe pointed to the sanction schedule.

Dr. Cahn said the discussion was not about sexual harassment, but sexual misconduct.

Mr. Wise said there is a push for all boards, commissions and committees to be consistent with their language.

Dr. Janet Look said the board is there to protect the public.

Dr. Lucy Homans said several years ago articles published in newspapers made legislators recognize they didn't know what was going on in their districts, so they changed the statutes in order to know what was going on.

Ms. Moe said as with all disciplines, it's case by case.

Dr. Homans asked if the court could revoke a professional license. Mr. Bucknell said the board solely determines what's to happen to the professional license.

Dr. Cahn said there are two issues: is this a rule we want to adopt, and how would it be implemented.

Dr. Cahn asked if the board was to take action on this rule now. Ms. Moe said she had set up a second meeting to discuss the issue further if needed. Mr. Dick Gidner said he moved to file now.

The board amended the language to include the following:

“Sexual misconduct also includes sexual contact with any person involving force, intimidation, or lack of consent; or a conviction of a sex offense as defined in RCW 9.94A.030.”

Ms. Moe will file a CR-102 based on the board passing the language.

3. Management Reports – Betty Moe, Program Manager

3.1 Office of Customer Service/Credentialing update – Ms. Moe said office employees weren't able to attend the meeting, but will be at the next meeting.

3.2 Recruitment update – Ms. Moe said she is recruiting for two professional positions on the board. Dr. David Stewart said he is not interested in reapplying, as

he has a busy schedule, but he would remain on the board until his position has been filled. Dr. Look said she plans to reapply.

Ms. Moe said she received one application, so she has sent out round two, hoping to have more people apply. Ms. Moe explained the appointment process to the SPU students.

3.3 Presentation of interim operating report – Ms. Moe went over the operating report. The current balance is \$1,233,648.

3.4 Credentialing Statistics- Ms. Moe shared statistics as of October 31, 2014.

Total Active – 2,506
Total Military – 33
Total Retired Active – 148
Pending – 209
Total Expired – 1,207

3.5 Update on the PLUS system from Association of State and Provincial Psychology Boards (ASPPB) – Ms. Moe said she has been wearing two hats for the past few months, so she has not had time to work on the PLUS system. She said she is hoping to have it up by March 1, 2015.

3.6 Business plan for the 2013-2015 biennium – Ms. Moe said the board has been looking at its business plan to make sure it's up to date. Ms. Moe said she really needs the board to discuss ordering new exam books.

She said there is an online site to use for exams, but it is not as secure as the board would like. She would like the board to look at administering the exams online. Dr. Cahn said having the exam online would be a blessing to many people.

Ms. Moe said the board could ask for additional funds to hire an expert to look over the exam questions.

3.7 Proposed meeting/exam dates for 2015 – Ms. Moe went over the dates she was proposing for the Examining Board of Psychology meetings and the jurisprudence exams. She said she didn't pick dates for the ethics training. She wanted the board to decide where it wanted the training to be held and if it wanted one or two trainings. The following are the dates of the meetings and exams:

Meeting Dates	Jurisprudence Exam Dates
January 30, 2015 – Tumwater	January 23, 2015
	February 13, 2015
March 27, 2015 – Tumwater	March 20, 2015
	April 17, 2015
May 28, 2015 – Ethics training – Kent	
May 29, 2015 – Kent	May 15, 2015
	June 19, 2015
July 24, 2015 – Vancouver	July 17, 2015
	August 21, 2015
September 24, 2015 – Ethics training – Tumwater	
September 25, 2015	September 18, 2015
	October 16, 2015
November 20, 2015	November 13, 2015
	December - TBD

3.8 Policy Statement adoption – suicide assessment, treatment and management –
 Dr. Cahn signed the policy.

3.9 Performance measures – Ms. Moe went over performance measures.

4. Telepsychology Discussion – Stephen Sulzbacher, Ph.D.

Dr. Stephen Sulzbacher said he is with the Washington, Wyoming, Alaska, Montana, and Idaho (WWAMI) program. He is a psychologist who specializes in mental disabilities and autism.

Dr. Sulzbacher said his interest in telepsychology grew out of not wanting to spend time flying around. He liked that he could communicate via video conferencing.

Dr. Sulzbacher said that WWAMI has paid for all of the video conferencing equipment. He also said the nice thing about video conferencing is the ability to record the meetings.

Dr. Look asked if there had been studies of diagnosis done between video conferencing and being seen in person. Dr. Sulzbacher said they will triage some cases.

Dr. Cahn said he is interested in regulations.

WWAMI has agreement among the five states, where there is one medical school. They pay the University of Washington (UW) medical school for seats.

Mr. Bucknell said confidential requirements are electronically neutral and hopes the board keeps them that way.

Best practice – a person to have to go to a specific location to have an initial assessment.

5. Rules Workshop -

Discussion on courses taken outside the doctoral degree:

Ms. Moe said she added a new section about courses completed outside the doctoral degree granting program.

Discussion on temporary permits and endorsements:

Ms. Moe said she talked to two different evaluation establishments that let her know they won't evaluate another country's paperwork and compare to ours. They will evaluate only clients in Washington State.

Ms. Moe said she thinks the board needs to have something in place about people applying for licensure from outside the country.

Ms. Moe said the non-English-speaking applicants need to provide translation for all their documents.

Ms. Moe said that temporary permits can be issued only to someone from another state, not another country, and they are available for only 90 days per calendar year.

Dr. Cahn said he would like all the temporary permits to be fair to everyone.

Dr. Cahn said he would not like to finish this rule. He would like Mr. Bucknell to look into it more. Ms. Moe said she will table it and come back to it at the next meeting.

6. 2015 Board leadership

The board selected the following to serve as leadership for 2015.

Dr. Cahn – Chair

Dr. Look – Vice Chair

7. Public Comment – Timothy Cahn, Ph.D., Chair

Dr. Homan said she is working on two pieces of legislation, sexual orientation change and telehealth reimbursement.

8. Sub-Committee Work- The board met as a whole for training purposes.

Licensee Orientation Sub-Committee - Timothy Cahn, Ph.D., and Dick Gidner, Public Member

Examination Sub-Committee

Janet Look, Ed.D., and Shari Roberts, Public Member

The board approved the following exam requests:

1. Request to take the jurisprudence exam on base in Alaska from a military applicant. The board approved the applicant taking the exam on base.
2. Request to take the jurisprudence exam on base at Fairchild Air Force Base, Spokane. The board approved the applicant taking the exam on base.
3. Request to retake the Examination for the Professional Practice in Psychology. Applicant took the test March 27 and received a score of 468 and again on September 3 with a score of 486. The board approved applicant to retake the EPPP any time after the meeting date.

Telehealth Sub-Committee

Timothy Cahn, Ph.D., Rachaud Smith, Psy.D., and Janet Look, Ed.D.
- Did not have any further discussion.

Application Review Sub-Committee

David Stewart, Ph.D., Decky Fiedler, Ph.D., and Rachaud Smith, Psy.D.

- Discuss any state-country equivalency reviews to be presented to the board if necessary.
 - Dr. Smith reviewed Nebraska and said it almost meets all of the requirements as Washington does, but the hours are not clear. Mr. Bucknell said the APA did not specify how many hours were needed. It was decided that applicants will need to do practicum hours. Vote 7-0

Communications Sub-Committee

Shari Roberts, Public Member and Betty Moe, Program Manager

- Ms. Moe said that she and Ms. Roberts have not been able to get the second newsletter for the year. The first one was extensive, and used the majority of the articles that had been created. The next issue would be spring 2015.

9. **SUB-COMMITTEE REPORTS – Timothy Cahn, Ph.D., Chair** – Because the board met as a whole, reports weren't necessary.

10. **Consent Agenda – Timothy Cahn, Ph.D., Chair**

The items listed under the consent agenda (informational items) are considered routine matters and were approved without discussion upon approval of the agenda.

Dr. Cahn suggested that people look over The Sentinel.

11. **ASSISTANT ATTORNEY GENERAL (AAG) REPORT – Jack Bucknell, AAG**

11.1 **Updates regarding public records and use of private computers by board members** – Mr. Bucknell said that he has had discussions about getting the board a Citrix license and he said it looks as if it will be done in December. When Citrix is up and going, no more emails will be sent to board members; they will need to log onto Citrix and check their mail.

11.2 **Discuss board's ability to provide coffee at board meetings** – Mr. Bucknell said for a long time boards were not able to offer light refreshments. He said it is the board's decision if it wants to offer refreshments to members of the public who attend the meeting.

12. **Request for List and Labels** –

There was one request from an educational organization. The board approved its request.

13. **Request for Indefinite Waiver** –

1. Request to move from active to retired based on her inability to work. The board approved the waiver.
2. Request to retire from a person no longer providing psychological assistance. The board approved the waiver.

14. **Open Public Meeting Act (OPMA)** –

Mr. Bucknell presented information on the Open Public Meetings Act. Law requires all boards, commissions and committee members to receive training. The quickest way to do that is to provide the training during a meeting.

15. FUTURE AGENDA ITEMS

- Public Records Training
- Plus ASPPB
- Mr. Bucknell to report back on temporary permits

13. ADJOURNMENT

3:12 p.m.

Submitted by:

Approved by:

Betty J. Moe, Program Manager
Examining Board of Psychology

Timothy Cahn, Ph.D., Chair
Examining Board of Psychology