

nd state board of psychologist examiners

402 East Main Street, Suite 5 - Bismarck, ND 58501

Monday, October 16, 2017 @ 12-1:15pm CT

AGENDA

1. **Call to Order & Attendance** (Dr. Haugen, Presiding)
2. **Mission Statement - Purpose and mission.** The purpose of the board of psychologist examiners is to regulate the practice of psychology, as defined through the legislative authority of North Dakota Century Code chapter 43-32, in the interest of and to preserve and protect the health, safety, and welfare of the public.
3. **NEW BUSINESS**
 - a. General items to address
 - i. Using Basecamp and open meeting laws (Mr. Schaibley)
 - ii. ASPPB supervision guidelines, open comment period-November 17 deadline (Dr. LaRocque)
 - iii. Teaching psychology courses and the practice of psychology (review definition of practicing psychology in 43-32 and application initiation forms in basecamp for Dr. Gordon and Dr. Donohue)
 - b. Inquiry Items
4. **BOARD BUSINESS**
 - a. **Board Office Coordinator** (Dr. Haugen)
 - i. Monthly Status Report – (#Calls, #Emails, #Verifications, #Applications, etc.): data collection on hold until January 2018 (post-renewals)
 - ii. Meeting Minutes to be approved (see documents in Basecamp)
 1. September 7, 2017, Complaints Committee
 2. September 18, 2017, Board Meeting
 3. September 28, 2017, Complaints Committee
 4. October 11, 2017, Oral Exams
 - iii. Monthly Finance Report (see document in Basecamp)
 - iv. 2018 License/Registration Renewals updates
 1. Psych resident renewal form (review form in basecamp to provide feedback)
 2. Updates from Board Office
 - v. Procedure and Functions Manual
 1. Feedback from board on Applications/Licensure section (review manual in basecamp)
 - b. **Complaints Committee*** (Dr. LaRocque)
 - i. Complaints/Investigator Updates
 1. Dr. Wegner
 - ii. Discipline
 1. Dr. Benson
 - iii. Business Items
 1. National Practitioner Data Bank administrator (Dr. Haugen)
 2. Dr. Flemmer (Dr. Adams Larsen)
 - c. **Continuing Education Coordinator** (Dr. Boomgaarden)
 - i. See Consent Agenda
 - d. **Budget Coordinator** (Dr. Kolstoe)
 - i. Budget of 2017-2018 (review document in Basecamp)
 - e. **Legislative Coordinator** (Dr. Kolstoe/Mr. Schaibley)

Meeting Information: The public is welcome to attend any meeting of the NDSBPE. Participation during a meeting is by invitation of the Board only. If this is a regularly scheduled meeting, additional topics may be added to the agenda at the time of the meeting. If this is a special or emergency meeting, the governing bodies discussion will be limited to the topics listed on the agenda.

***Executive Session Information:** This item may/must be discussed in an executive session. The legal authority for closing this portion of the meeting is one of the following North Dakota Century Code section(s) § 43-32-27.1 (discussion of patient records); § 44-04-18.8 (administration of examinations); or § 44-04-19.1 (consultation with Board attorney).

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- i. NDAC Rulemaking updates
 - f. **Outreach/Training Coordinator** (Dr. Adams Larsen)
 - i. Updates from FARB RLS – October 5-8, 2017 (Savannah, GA): Dr. Adams Larsen (board member) and Mr. Schaibley (board attorney)
 - ii. Upcoming Training
 - 1. ASPPB – October 18-22, 2017 (Waikoloa, HI): Dr. Adams Larsen attending as board member, Dr. Kuchler attending as board investigator
 - 2. FARB Forum – January 25-28 (Coronado, CA): Dr. Adams Larsen, Mr. Schaibley (Board of Audiology able to pay for half, NDSBPE paying for half)
 - 3. ASPPB – April 12-15 (Savannah, GA): Dr. Boomgaarden and Dr. Haugen possibly attending
 - 4. CLEAR – Investigator training
 - g. **Applications Coordinator*** (Dr. Ulven)
 - i. Sit for EPPP
 - ii. Sit for Oral Exam
 - 1. Dr. Kelley
 - iii. For Limited Practice
 - iv. List of Application Initiation Forms Received since last meeting
 - 1. Mr. Russell (sent to ASPPB)
 - v. Open Application Files Needing Board Action
 - vi. List of Supervision Notification Forms Received since last meeting
 - vii. Business Items* (Dr. Haugen)
 - 1. Dr. Travis
 - 2. Dr. Gillis
 - 3. Dr. D’Orazio
 - h. **Examination Coordinator*** (Dr. Haugen)
 - i. Vote for Oral Exams: October 11, 2017
 - 1. Dr. Motl (LP)
 - 2. Dr. Owens (LP)
 - 3. Ms. Mahoney (LABA)
 - ii. Board member to take over responsibility for PRE exam development
5. **SPECIAL TOPICS – no updates**
- a. School Psychology (Dr. Kolstoe) – potential outreach collaboration with NDBCE (Dr. Adams Larsen)
 - b. DoH Autism Advisory Group (Dr. Boomgaarden)
 - c. Child Support Enforcement Meetings (Dr. Adams Larsen/Mr. Schaibley)
6. **Other Business Arising – time permitted**
7. **Adjourn**

Next Board Regular Meetings (noon CT to 1:15 pm):

2017 DATES: NOV 20, DEC 18

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2018 DATES: JAN 8, FEB 12, MAR 19, APR 16, MAY 21, JUNE 18, JULY 16 - 17 (BOARD RETREAT?), AUG 20, SEPT 17, OCT 15, NOV 26, DEC 17

Committee Meetings: TBA

Oral Exams:

2018 DATES: JAN 17 (WED), APR 18 (WED), JULY 25 (WED), OCT 17 (WED)

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