

# nd state board of psychologist examiners

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

Monday, November 20, 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. **BOARD BUSINESS**
  - a. **Complaints\*** (Dr. Kuchler/Dr. Haugen)
    - i. Complaints/Investigator Updates
      1. Dr. Baer
      2. Dr. Darveaux
    - ii. Discipline
      1. Dr. Benson
    - iii. Business Items
      1. Procedure recommendations (see Complaints Meeting minutes from 11-3-17 and additional document in Basecamp)
      2. Dr. Flemmer (Dr. Adams Larsen)
  - b. **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. July 6, 2017-Complaints Committee
      2. October 16, 2017-Board Meeting
      3. November 3, 2017-Complaints Meeting
    - iii. Monthly Finance Report (see document in Basecamp)
    - iv. 2018 License/Registration Renewals updates
    - v. Procedure and Functions Manual
  - c. **Continuing Education Coordinator** (Dr. Boomgaarden)
    - i. See Consent Agenda (in Basecamp)
    - ii. CE extension requests
    - iii. CE Audit reports
  - d. **Applications Coordinator\*** (Dr. Ulven)
    - i. Sit for EPPP
      1. Dr. Donohue (review requested documentation in Basecamp regarding practicing psychology per NDCC 43-32)
      2. Dr. Gordon (review requested documentation in Basecamp regarding practicing psychology per NDCC 43-32)
      3. Dr. Herron
    - ii. Sit for Oral Exam
      1. Ms. Larkin (LABA)
      2. Mr. Hill (LABA)

**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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- iii. For Limited Practice
  - iv. List of Application Initiation Forms Received since last meeting
    - 1. Dr. Slivensky (LP; sent to ASPPB)
    - 2. Ms. Stephany (LABA)
  - v. Open Application Files Needing Board Action or Discussion
    - 1. Ms. Mahoney (LABA): oral examination retakes
    - 2. Dr. D’Orazio (Dr. Kolstoe)
    - 3. Dr. Kelley
  - vi. List of Supervision Notification Forms Received since last meeting
    - 1. Dr. Slivinsky: Dr. Preussler (primary)
    - 2. Dr. Campbell: Dr. Carlson (primary), Dr. Sloan McArthur (secondary)
  - vii. Business Items (Dr. Haugen)-see proposed procedures in Basecamp
    - 1. Procedure for when application deadlines fall on a weekend or holiday
    - 2. Procedure when Initial Psychology Resident Status Letter (3 months) has expired but Board has not reviewed file to issue 3-year Resident Status Letter
    - 3. Issuing Provisional License Letters to LABA applicants
  - e. **Legislative Coordinator** (Dr. Kolstoe)
    - i. NDAC Rulemaking updates
  - f. **Outreach/Training Coordinator** (Dr. Adams Larsen)
    - i. Updates from trainings attended
      - 1. FARB RLS – October 5-8, 2017 (Savannah, GA): Dr. Adams Larsen (board member) and Mr. Schaibley (board attorney)
      - 2. ASPPB – October 18-22, 2017 (Waikoloa, HI): Dr. Adams Larsen (as board member) and Dr. Kuchler (as board investigator)
        - a. EPPP2 Updates (see document in Basecamp)
    - ii. Outreach Updates (see report in Basecamp)
    - iii. Upcoming Training
      - 1. FARB Forum – January 25-28 (Coronado, CA): Dr. Adams Larsen, Mr. Schaibley (Board of Audiology able to pay for half, NDSBPE paying for half)
      - 2. ASPPB – April 12-15 (Savannah, GA): Dr. Boomgaarden and Dr. Haugen possibly attending
      - 3. CLEAR – Investigator training
  - g. **Budget Coordinator** (Dr. Kolstoe)
    - i. Budget of 2017-2018 (review document in Basecamp)
  - h. **Examination Coordinator\*** (Dr. Haugen)
    - i. Identify board members to discuss and recommend procedures and items for PRE exam
- 4. NEW BUSINESS**
- a. General items to address
    - i. ASPPB supervision guidelines, open comment period-November 17 deadline (Dr. LaRocque)
  - b. Inquiry Items

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### 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: DEC 18

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

### Board Office Meetings:

2017 DATES: NOV 17, DEC 1, DEC 8, DEC 15, DEC 22

### Oral Exams:

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

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