

**Louisiana State Board of Examiners of Psychologists
BOARD MEETING MINUTES**

**Friday, November 18, 2022
FINAL APPROVED: December 16, 2022**

The meeting of the Louisiana State Board of Examiners of Psychologists (Board or LSBEP) was noticed and the agenda was posted and emailed to individuals and the news media who have requested to receive notices of LSBEP meetings Thursday, November 18, 2022. The notice included information on how to view the meeting virtually via Zoom at https://us02web.zoom.us/j/82507059591?pwd=ecboDCWAcFEbJxz_zXEEtBpZ-82zps.1 Passcode: S46L5k

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US: +1 301 715 8592; +1 312 626 6799; +1 929 205 6099; +1 253 215 8782; +1 346 248 7799 or +1 669 900 6833 **Webinar ID:** 825 0705 9591 **Passcode:** 143629

1. CALL TO ORDER: Board Chairperson, Dr. Greg Gormanous, called the meeting to order at 10:06 a.m. on Friday, November 18, 2022.

Attendance:

Board Members Present: Dr. Greg Gormanous, Dr. Michelle Moore, Dr. Shannae Harness, Dr. T. Shavaun Sam and Dr. Matthew Holcomb

Board Members Absent: Mr. Chance McNeely

Staff Present: Executive Director, Jaime T. Monic

Guests Present: None

Zoom Attendees: Robert Paulson, Chloe Brubaker, LSBEP Staff Jalynne Brown and LBAB Staff Rhonda Boe and Krysta Babin

2. DECLARATION OF PURPOSE: Dr. Gormanous read the mission statement as follows, *"It is hereby declared that the creation of a state board of examiners of psychologists is necessary in order to safeguard life, health, property, and the public welfare of this state, and in order to protect the people of this state against unauthorized, unqualified, and improper application of psychology."*

3. CHAIR'S DECLARATION: Dr. Gormanous read the following statement of service for the record as follows: *"My service on LSBEP is to ensure that consumers of psychological services are protected against any unqualified, harmful and unauthorized practice, application or use of psychology. I serve as a consumer advocate and educator. I do not serve as a market participant or as a guild representative. Allow me to express my gratitude to Dr. Michelle B. Moore, Vice Chair, for leading the initial meetings of LSBEP in my absence. Pre-existing and unavoidable medical & psychology obligations created a conflict when the meeting schedule was developed by LSBEP. I know I shared this with all of you but I also wanted the public stakeholders to know."*

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Dr. Gormanous requested the record reflect that the LSBEP meeting began late due to lack of a quorum. Examining Members present took the opportunity to conduct the Reciprocity Interview of Dr. Crystal Frazier, Psy.D. since Dr. Frazier had traveled a long distance.

4. Chair acknowledgment of feedback on “Goals, Board Functions, And Kindred Matters” – Dr. Gormanous reported that he had received a lot of feedback on his Goals, Board Functions and Kindred Matters speech last month. He thanked Dr. Moore for leading the meeting in his absence. He noted that he had made mistakes, “it’s not my first, it won’t be my last”. Dr. Gormanous acknowledged and apologized for any microaggressions and thanked board members for calling these to his attention.

5. Response to Chair’s statement from October 2022 meeting – Dr. Sam stated that although it may be a moot point given Dr. Gormanous’ acknowledgment of feedback today, she read and requested the following be recorded into the record: *“At the October 2022 LSBEP meeting, Dr. Gormanous shared some remarks during the beginning of the meeting and a later comment during another exchange that I do not reflect the supportive and inclusive decisions made by this body nor do I believe it reflects his commitment and sensitivities to difference and inclusion. During a break, I commented my concern to Dr. Gormanous but had to yet gathered my thoughts to make a statement on the record; since that time, I asked to be on the agenda to make a public and record statement of my response and concern and to clarify for the public and our body. I am fully committed to inclusive and promoting language and actions that create synergistic and global spaces; I believe I sit here today with Board members who also aspire for the same. I am happy to report that we are able to challenge each other and have difficult conversations for the sake of the public good and our own growth and betterment. I did call Dr. Gormanous to let him know that I was making a statement today out of respect to him but also to honor the core value I have to inclusivity and challenging bias or unintentional -isms when I can. While I too fall victim to these, in accordance with our Ethics, I proudly report that I confronted Dr. Gormanous at my earliest ability; he responded to my initial inquiry professionally and pensively and beyond the expectations I am making the statement today to ensure that if any members of the public were concerned that we are continuously doing our best to courageously work in your interests. While none of us are immune to bias, we can all continue to acknowledge our errors and grow as a benefit of such interactions.”*

6. Chair’s Appointment to Finance Committee – Add Dr. Holcomb - Dr. Gormanous appointed Dr. Matthew Holcomb to the Finance Committee.

7. REVIEW AND APPROVAL OF AGENDA - Dr. Moore moved to approve the agenda with amendments as discussed to recognize Item 13.a as a separate discussion item, remove Item 7 previously resolved, and remove duplicate Item 19. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Dr. Moore reported that prior to convening the Board Meeting **Crystal Frazier, Psy.D.**, appeared before Examining Board Members, Drs. Gormanous and Moore, for a Reciprocity Interview for licensure in Clinical Psychology. Finding that **Dr. Frazier** met the requirements for licensure, Dr. Moore moved that **Dr. Frazier** be granted a license to practice psychology with a declared specialty in Clinical Psychology. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll

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call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

EXECUTIVE SESSION: Dr. Gormanous moved to enter Executive Session (pursuant to La. R.S.42:16.1, La. R.S. 42.17.A(1) and A(4)) to conduct oral examinations for Shannon Hartley and Shannon Cosentino, conduct a file review for license reinstatement of Dr. Maureen Brennan, and review and receive recommendations on P21-22-01C Received 7/21/2021; P21-22-07C Received 12/28/2021; P21-22-13C Received 5/12/2022; NP21-22-11C – Update (T.S. Sam). Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Dr. Moore moved to close Executive Session to enter the Open Meeting to report on and receive motions for Executive Session matters. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

1. RECIPROCITY INTERVIEWS AND ORAL EXAMINATIONS [LSA-R.S.42.16.1]:

- a. **CRYSTAL FRAZIER, PSY.D.** - Motion recorded earlier in minutes.
- b. **SHANNON HARTLEY, PH.D., (CL)**- appeared before Board Members, Drs. Moore and Gormanous for an oral examination for licensure in Clinical Psychology. Finding that Dr. Hartley met the requirements for licensure, Dr. Moore moved that Dr. Hartley be granted a license to practice psychology with a declared specialty in Clinical Psychology. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.
- c. **SHANNON COSENTINO, PSY.D. (CL)** - appeared for an oral examination before Board Members Shanna Harness and Matthew Holcomb. The full Board met and discussed the results of the examination in executive session and provided feedback to the candidate. Dr. Holcomb moved that the board continue Dr. Cosentino’s examination and follow up with written feedback. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

2. FILE REVIEW [LSA-R.S.42.16.1]

- a. **Maureen Brennan, Ph.D. - Reinstatement Application** – Dr. Sam reviewed the Reinstatement Application of Dr. Maureen Brennan. Dr. Sam moved that the Board request additional information prior to considering the license reinstatement. Dr. Gormanous requested the motion be more specific. The Board discussed the motion. Dr. Sam withdrew the motion.

Dr. Gormanous moved to enter Executive Session to discuss the license reinstatement of Dr. Maureen Brennan. Following opportunity for discussion, the motion was put to a vote. The motion passed by

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unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Dr. Moore moved to close Executive Session and return to the Open Meeting. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Dr. Gormanous moved to request additional information regarding Dr. Brennan's Continuing Professional Development. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote as follows: The motion passed by majority roll call vote of the members present as follows: In favor: (3) Gormanous, Moore, and Sam; Against: (0); Abstained: (2) Harness and Holcomb; Absent: (1) McNeely.

3. **COMPLAINTS [LSA-R.S.42.17.A(4)]:**

- a. **P21-22-01C Received 7/21/2021** - *(Complaint Committee Assigned: Dr. Sasha Lambert and Jaime Monic)* – Complaints Coordinator, Dr. Lambert presented this case to the Board in Executive Session and reported that following a thorough investigation, review, and consideration of all evidence in this matter by the Complaint Investigation Committee assigned to this case, the Committee found insufficient evidence that a violation of the Psychology Practice Act had occurred, and recommended that the matter be dismissed without further investigation or action. Dr. Gormanous reported he also reviewed the case and affirmed the recommendation. The Board thoroughly discussed this matter and considered the recommendation of the Committee. Dr. Moore moved to accept the Complaint Committee's recommendation. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.
- b. **P21-22-07C Received 12/28/2021** - *(Complaint Committee Assigned: Dr. Sasha Lambert and Jaime Monic)* – Complaints Coordinator, Dr. Lambert presented this case to the Board in Executive Session and reported that following a thorough investigation, review, and consideration of all evidence in this matter by the Complaint Investigation Committee assigned to this case, the Committee found insufficient evidence that a violation of the Psychology Practice Act had occurred, and recommended that the matter be dismissed without further investigation or action. Dr. Gormanous reported he also reviewed the case and affirmed the recommendation. The Board thoroughly discussed this matter and considered the recommendation of the Committee. Dr. Moore moved to accept the Complaint Committee's recommendation. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.
- c. **P21-22-13C Received 5/12/2022** - *(Complaint Committee Assigned: Dr. Sasha Lambert and Jaime Monic)* – Complaints Coordinator, Dr. Lambert presented this case to the Board in Executive Session and reported that following a thorough investigation, review, and consideration of all evidence in this matter by the Complaint Investigation Committee assigned to this case, the

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Committee found insufficient evidence that a violation of the Psychology Practice Act had occurred, and recommended that the matter be dismissed without further investigation or action. Dr. Gormanous reported he also reviewed the case and affirmed the recommendation. The Board thoroughly discussed this matter and considered the recommendation of the Committee. Dr. Moore moved to accept the Complaint Committee’s recommendation. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

NP21-22-11C – Update (T.S. Sam) – Dr. Sam reported that information related to her review of this matter was sent to Attorney Amy Lowe for review. Ms. Monic stated that she would follow up with Ms. Lowe.

VI. CONSENT AGENDA:

Dr. Gormanous called for the review and consideration of item removal from the Consent Agenda. Following opportunity for consideration, Dr. Gormanous requested the removal of Item “a. Minutes (Approval): October 21, 2022 Board Meeting Minutes”. Hearing no objection, Dr. Gormanous requested clarification be added to the Minutes of October 21, 2022, noting that some of the items may have been taken out of order, making the reading of the minutes confusing. The Board discussed the draft Minutes of October 21, 2022. Dr. Moore moved to approve the minutes of October 21, 2022 as discussed. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote as follows: The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Ms. Monic noted that there was an error on Item “d. Supervised Practice Plans (Affirm and Ratify):”, which indicated that Dr. Moore reviewed the Supervised Practice Plan of Michael Gee. Ms. Monic requested the minutes reflect that Dr. Sam conducted the review of this plan. Dr. Moore was recused from this review. Hearing no objection, Dr. Gormanous affirmed the correction.

Ms. Monic read aloud the Consent Agenda Items for consideration by the Board for affirmation, ratification, adoption, approval, and/or conferral as follows:

CONSENT AGENDA

a. Minutes (Approval):

Removed for Discussion

b. Financial Statements Received (Affirm and Ratify):

October 2022 – General Ledger, Balance Sheet, Budget vs. Actual, Profit & Loss

c. Temporary Registrations approved (Affirm and Ratify):

Name	State of Residence	Reviewer	Date Approved
TAKESIAN, Amy M.	Pennsylvania – 1 st Application	J. Monic	11/10/2022 Approved

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d. Supervised Practice Plans approved (Affirm and Ratify):

Applicant	Supervisor	Reviewer	Date Approved
MOFFATT, Lacey	BROWN, Laura	M. Moore	Approved: 10/18/2022 Telesupervision Denied 11/14/2022
CAHILL, Natalie	DAIGLE, Sandra	M. Moore	Approved 11/2/2022
GEE, Michael	COHN, Danielle	M. Moore-Dr. Sam	Approved 9/13/2022

e. Applicants approved for Candidacy Status and issued Provisional Licensure (eligible for EPPP) (Affirm and Ratify):

Candidate	Supervisor	Reviewer	Date Approved
None to report			

f. Applicants approved for Candidacy Status (eligible for EPPP) (Affirm and Ratify):

Candidate	Reviewer	Date Approved
None to report		

g. Candidates approved for Oral Examination or Face to Face (Affirm and Ratify):

Candidate	Reviewer	Date Approved
LIEBERMAN, Joshua, Psy.D. (1632PL)	S. Sam	11/7/2022
VERRIDEN, Anya, Ph.D.	S. Sam	11/9/2022
HOLTZMAN, Rochelle, Ph.D.	S. Sam	11/7/2022
MORGAN, Christina, Psy.D.	S. Sam	11/9/2022

h. Licensure recommendations of applicants and candidates who have completed all licensing requirements, including passing LSBEP's Jurisprudence and Oral Examinations (Board Conferral):

Name	Declared Specialty	Date of Examination	Examining Members
None to report			

i. Licensure recommendations of applicants and candidates who have completed all licensing requirements, including passing LSBEP's Jurisprudence and Face to Face Interview (Board Conferral):

Name	Declared Specialty	Date of Examination	Examining Members
None to report			

j. Licensure recommendations from the LSSP Committee of applicants for Licensed Specialist in School Psychology (LSSP) who have completed all licensing requirements (Board Conferral):

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Name	Date of LSSP Committee Review	Committee Reviewers	Results
None to report			

k. License Respecialization:

Name	Current Specialization	Added Specialization	Date of Examination	Examining Members
None to report				

l. License Reinstatements (Board Conferral):

Name	Reviewer	Date
None to report		

m. Continuing Professional Development Reviews (Affirm and Ratify):

Name	Review Type	Reviewer	Date Approved
None to report			

n. Shared News releases/general information/previously approved business (Affirm):

1)

Following the reading of the Consent Agenda, Dr. Gormanous called for motions to object or approve the Consent Agenda. Regarding the items specified on the Consent Agenda, Dr. Sam moved to approve, affirm and ratify the items on the Consent Agenda accordingly. Following opportunity for discussion, the matter was put to a vote. The motion passed by unanimous roll call vote as follows: The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

DISCUSSION/ACTION ITEMS:

1. **APA Guidelines on Race and Ethnicity in Psychology** – The Board discussed APA Guidelines on Race and Ethnicity in Psychology. Dr. Gormanous stated his appreciation of putting this first because Dr. Sam let him know that putting this last made it look like this was not an important discussion item. Dr. Gormanous moved that the LSBEP adopt the APA Guidelines on Race & Ethnicity in Psychology. Dr. Holcomb inquired about the implications on licensees or others of adopting these guidelines. Ms. Monic gave the example of how staff utilizes guidelines as standards adopted by the board to guide them in complaint investigations. The Board discussed the matter further. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Action: NA

2. **APA Racial Equity Action Plan - Psychology's Role in Dismantling Systemic Racism** – The Board discussed this item and how important it is for organizations to engage in ongoing reflection and evaluation to avoid racism and inequality. Dr. Moore mentioned that the Board should look closely at its collection of workforce data as a tool for such processes.

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Action: Board to study work-force data

3. Reviewing the continued utilization of the Examination for Professional Practice in Psychology to fulfill the requirement of to assess professional knowledge under R.S. 37:2356. – Dr. Gormanous requested input on whether additional information had been received regarding the allegation that the EPPP was biased. Dr. Moore stated that the Board had received other letters of this nature following the announcement by ASPPB regarding the format of the examination being one examination with two parts. Dr. Gormanous suggested since no action had been taken, removing this item from the Agenda. There were no objections.

Action: Item to be removed

4. Discussion of ASPPB future actions concerning the EPPP

a. Announcement October 2022

b. EPPP Factual Overview

The Board discussed the continued utilization of the EPPP. Dr. Harness stated for the record that she is not opposed to the utilization of the EPPP2 and feels that it could be a valid assessment to replace the Board's Oral Examination. Dr. Holcomb stated that he is opposed to the Board adopting the EPPP2 and stated that he does have concerns about the validity of the examination. He also wanted to clarify his understanding that ASPPB would no longer allow the option of utilizing only the Knowledge portion of the examination, that it was one exam with two parts. He stated concerns about how psychology interns would be admitted to the examination. Ms. Monic explained her understanding that university training directors would be admitting students to the EPPP and the Board would not get those scores until the individual applied with the board and had taken part two of the examination. Concerns were also discussed about the implications of the board not adopting the examination and impacts on mobility and what assessments would be utilized to assess knowledge. Discussion was also had about continuing to utilize the EPPP and continuing the Oral Examination for the purpose of registration of a specialization since the EPPP was a general examination. Dr. Gormanous recommended that the Board invite members of ASPPB, namely ASPPB Executive Director, Mariann Burnett-Atwell and whomever their new Director of Examinations will be, noting that ASPPB announced that Dr. Matt Turner would be leaving the organization.

Dr. Harness moved to empower the chair to reach out to ASPPB to discuss options for conducting a continuing professional development opportunity where ASPPB would speak with the Board and licensees about the EPPP (Part 1 Knowledge and Part 2 Skills). Following opportunity for discussion, the motion was put to a vote. The motion passed by majority roll call vote as follows: The motion passed by majority roll call vote of the members present as follows: In favor: (4) Gormanous, Moore, Harness and Holcomb; Against: (0); Abstained: (1) Sam; Absent: (1) McNeely.

5. Distribution of December CPD on various listserves & discussion of 2023 CPD speaker/topic –

The Board discussed opportunities to spread the word about LSBEP's upcoming presentation Immigration Evaluations: Ethical and Cultural Considerations by Cynthia de las Fuentes, Ph.D. Dr. Gormanous asked members to state specifically where they have shared information about the presentation. Dr. Gormanous stated he had shared information with APA Division 52 (International). He planned to share with some other divisions of which he is a member: 35 (Women), 45 (Minority Affairs), and 14 (I-O/SIOP). Dr. Sam stated that she had shared with APA Division 17 and the WNBFNH listserv. Dr. Holcomb stated he could share on some of the closed Face Book groups on assessments that he belongs to.

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Dr. Sam moved that board members and staff be empowered to share the email that was sent from the LSBEP to licensees regarding the CPD where they deem appropriate. The motion passed by unanimous roll call vote as follows: The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Action: Board members share CPD

6. **University of New Orleans (UNO), Ph.D. Developmental Psychology Training Program** – Dr. Gormanous recommended removing this item from the agenda given the amount of time that had passed and since no action was taken on the Board’s previous motion. Dr. Sam stated that in her opinion the Board needed to follow through with the original motion. Dr. Moore agreed to review the draft opinion and bring a recommendation to the Board on the matter in December.

Action: Moore to bring recommendation

7. Discussion Item 7 was removed from the agenda

8. **POLICY AMENDMENT: Section 1002: Committees regarding Certifying/Credentialing & Ethics Code Committee: Charge - study, discuss, prepare, deliberate, address & embed long range implications in the context of protecting the public.**

a. **Whether or not to adopt the new APA Code, implications & relevant issues like adoption by reference or by codifying, in entirety or modified, timetable & transition, etc.**

b. **Whether or not to certify or credential persons with master’s degrees in health service psychology & general applied psychology, etc.**

c. **Committee Appointments if committee is established.**

Dr. Moore moved to remove Item 8, 8a, 8b, and 8c from the agenda having previously been discussed. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Action: Items to be removed

9. **In-house Counsel and Complaints Coordinator III Interviews** – The Board discussed proceeding with interviews. Dr. Gormanous stated he wanted a current complaints coordinator involved & that Dr. Sasha Lambert agreed. Dr. Moore, Ms. Monic and Dr. Sasha Lambert (schedule permitting) will be involved in the interview for Complaints Coordinator III. The Board discussed In-house Counsel interviews with respect to Drs. Sam & Holcomb’s schedules. The consensus was to schedule interviews on Mondays and Fridays.

Action: Moore, Lambert, Monic schedule interview - Complaints Coordinator III

Action: Gormanous follow up with process - In house interviews

10. **Discuss changing banking institution**

a. **Financial documentation for checks and expenditures** - Dr. Gormanous mentioned he met with Valerie Dominique and it is his understanding that payroll was now being done by direct deposit.

b. **Monthly receipt of financial docs** Dr. Gormanous mentioned he met with Valerie Dominique regarding getting financial reports out sooner. Dr. Gormanous requested that Ms. Dominique provide a

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line item for debt owed to the board on their monthly financial statements. Ms. Monic agreed to report that each month.

Action: Dominique to follow up with docs

11. 2022 Election for Board Member vacancy occurring 7/1/2023: Announcement and vetting of Candidates, affirmation of voting platform and dates of open election.

Dr. Moore read candidate statements for the following individuals who submitted their Self-Nomination form to the Board for the upcoming board election to fill the vacancy occurring on July 1, 2022: Jeffrey Luria and Shawanda Woods-Smith. Ms. Monic affirmed that both Dr. Luria and Dr. Woods-Smith met the criteria to run for the board seat.

Action: Monic - election

12. BUDGET: Current FY 2022-23, Ensuing 2023-24

a. **Employee COLA/Equity Salary**

b. **Board Member Travel**

The Board discussed proposals to the ensuing 2023-24 budget including COLA/Equity Salary and Board Member Travel. Board members discussed the proposed budget at length. Dr. Moore noted that the salary for the Administrative Assistant was not correct. This matter was tabled while Ms. Monic set up a projector to share a working draft. The Board moved forward in discussing other items.*

13. Update on Registration of an Assistant To A Psychologist

a. **Review and approve application forms, workflows** - Dr. Gormanous as Chair commends those that worked on the ATAP process and recognizes the heavy lifting relative to this endeavor. Dr. Holcomb added his favor for providing guidance and training on forms as they are rolled out. Dr. Holcomb recommended that instructions are moved to the front page of the document. Board members agreed to table this discussion for the December meeting; Dr. Holcomb was empowered to provide the applications to impartial people and receive feedback.

Action: Holcomb

b. **Approval of additional steps for ATAP process** - Dr. Sam moved that the Board empower her to create a training relative to the ATAP new rules, process and application as well as renewal which will be available for CPD credit. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Action: Sam

13.c. **Travel reimbursement for Gormanous OCT Mtg on due diligence** - Dr. Holcomb motioned to reimburse Dr. Gormanous' expenses relative to the Oct travel on due diligence. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (4) Moore, Harness, Sam and Holcomb; Against: (1) Gormanous; Abstained: (0); Absent: (1) McNeely.

Action: Monic

14. POLICY AMENDMENTS: Discuss practice of recording open board meetings (Section 1010: Board Meetings (Meeting Dates, Quorum, Agenda, Video Conferences) - Dr. Gormanous discussed his desire to record Board meetings and retain the recording for 3-4 days to allow for the creation of the

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minutes. Ms. Monic provided education that the law requires we maintain the recording for 2 years as per the Attorney General’s office. Dr. Holcomb expressed his interest that we consider this and Dr. Sam noted concerns relative to the storage space for day long recordings. Dr. Harness reminded the Board that starting January 2023 that meetings will be reduced in number. Dr. Harness asked if the recording was audio only and Dr. Holcomb indicated that we could capture what we stream. Dr. Harness advocated for the audio only to help cut cost and space. Dr. Harness suggested that we use an economical method of tape recording the meetings and capture the meeting. Ms. Monic gave caution that the meetings could be requested via public records and utilized at that person’s discretion. Dr. Holcomb asked what the motivation for the recording was relative to giving more accurate minutes or to provide more information to the public. Dr. Gormanous indicated that he saw the recordings serving as both as this would give more transparency and make Board minutes more accurate. Dr. Harness noted that the current streaming as the public can join live but cannot add to the conversation when they are logged in; Dr. Gormanous agreed and provided additional context related to ability for persons to join the meeting. Dr. Holcomb inquired about tabling the discussion to address as a broader need related to technology needs; Dr. Harness shared her agreement. Dr. Gormanous indicated his agreement but indicated he would request firmly that the minutes are done soon after the meeting with action items to help members understand their actions needed. Dr. Gormanous stated that the minutes serve as a road map between meetings for action items and follow up. Dr. Holcomb moved that we table the discussion about technology needed to capture open meetings. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Action: Explore technology

***Went back to Item 12. BUDGET: Current FY 2022-23, Ensuing 2023-24** Ms. Monic displayed the budget and demonstrated the changes made to projected salaries as well as the Fund of Balance summaries.

- a. **Employee COLA/Equity Salary** - Dr. Gormanous inquired about the equity and COLA numbers, determining that a 5% increase is proposed in the budget.
- b. **Board Member Travel** - Dr. Holcomb inquired about the difference between the two ASPPB meetings given the travel numbers; Dr. Gormanous explained the difference between the mid-year and annual meeting. Ms. Monic added that regulation and trends are reviewed and helpful.

With concerns still outstanding about approving the proposed budget, Ms. Monic suggested that in previous years, she and Valerie Dominique would meet to come up with a proposed budget to present to the Board. The process primarily involved taking a three-year average in each category, and discussing anticipated increases and decreases in revenue and expenses. There are occasions where Board members were involved in the early phase if there were major considerations/changes.

Dr. Sam moved that Drs. Moore and Holcomb meet with Ms. Monic and Ms. Dominique to come up with a budget proposal for the December 202 meeting. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

15. Organizational/board functioning

- a. **Tools & resources** – Dr. Gormanous acknowledged the progress that was made on discussion items in October and at this meeting. He requested input from board members on any tools or resources/ideas

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they may have about making meetings more efficient. Dr. Harness and Holcomb expressed the importance of empowering committees to make decisions otherwise the quarterly meeting format would not work. Dr. Holcomb also stated that moving forward with technology and an electronic application process would aid committee productivity.

b. “Shallow” dive analysis – Dr. Gormanous shared details/history of an I-O psychologist volunteering to do a gratis & privileged organizational analyses of board functioning with respect to efficiency & effectiveness. The Board decided not to do so because the Legislative Audit would address board functioning. The Legislative Audit did not address it. Dr. Gormanous referred to ASPPB’s deep dive. He suggested that the Board engage outside psychologists to take a “shallow dive” into the functioning of the Board to make suggestions for improvement. Dr. Gormanous cited criteria for an OA: I-O expertise; licensing experience; project must be privileged & gratis. He inquired about the Board’s interest in doing this. Hearing no comments, this discussion concluded.

Action: NA

16. POLICY AMENDMENTS: Section 7000: Request for Investigations and Complaint Processes

a. **Defining reasonable costs for the purpose of reimbursement for informal agreements pursuant to LA37:2359(C)(1);**

b. **Defining reasonable costs for the purpose of reimbursement for disciplinary hearings pursuant to LA37:2359(C)(1);**

c. **Interagency agreement with the Attorney General's Office for debt collections pursuant to RS 49:257G(1)(a).**

Dr. Holcomb stated his questions regarding this discussion item had been answered at the October meeting. The Board did not engage in further discussion on this topic.

Action: NA

17. Regulatory Academy Workshop - Dale Atkinson, Attorney and Amy Richardson, Attorney - February 10, 2023, 8:30 a.m. – 4:30 p.m.: Renaissance Hotel Baton Rouge | Early bird: \$275.00 Nov. 30; \$350.00 after Dec. 1. Hosted by Boards of Speech-Language Pathology and Audiology and Dietetics and Nutrition.

Dr. Gormanous inquired with Board members about their interest in attending this training. Ms. Monic expressed that she thought it would be very beneficial to all board members. No action was taken on this item.

Action: NA

18. Notification to Licensees and Applicants of quarterly meeting and application timeline.

Dr. Gormanous asked Board members to review the memorandum and share input on notifying licensees and applicants. Members agreed that this was previously approved and thought that had been noticed. Board members affirmed that the Memorandum drafted by Ms. Monic should be posted and shared via email as soon as possible.

Action: Monic

19. Item 19 was removed from the agenda as a duplicate.

20. **Approval for new member orientation** – Dr. Sam moved to defer this item until January 2023. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll

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call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Action: Sam

21. **Information regarding agenda items and parliamentary process** – Dr. Sam shared information received during the New Board Member training offered by ASPPB, regarding items requested to be on the agenda under Keesey’s Parliamentary Procedure. Dr. Sam moved that individuals send items to be docketed for the agenda in the form of motions and in accordance with parliamentary process. Dr. Sam gave an example of how the motion would be docketed, and explained that the discussion on the motion would follow. Dr. Gormanous agreed and explained that APA had copyrighted Keesey and that there was a current edition. Following opportunity for discussion, the motion was put to a vote. The motion passed by unanimous roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (1) McNeely.

Action: Board members to follow Keesey’s Parliamentary process more closely

Dr. Sam and Dr. Moore, having previous time commitments left the meeting at 5:09 P.M. Having no quorum, the meeting adjourned. No committee reports were presented.

LEGAL NOTICES

LA R.S. 42.14.D. Public comments** – In accordance with LA R.S. 42.14.D., the LSBEP shall allow public comments at any point in the meeting prior to action on an agenda item upon which a vote is to be taken. Individuals who wish to comment on a matter must sign in and state their intent to comment on a matter. La. R.S. 44:33.1 - In compliance with La. R.S. 44:33.1, the LSBEP hereby gives notice that information submitted to the LSBEP may become public record pursuant to the provisions of Louisiana Public Records Law, La. R.S. 44:1, et seq.

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