

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

**Friday, April 21, 2023
FINAL APPROVED July 21, 2023**

The meeting of the Louisiana State Board of Examiners of Psychologists (Board or LSBEP) was noticed and the final agenda was posted and emailed to individuals and the news media who have requested to receive notices of LSBEP meetings Wednesday, April 19, 2023, and corrections posted April 20, 2023. 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; Or One tap mobile: US: +13017158592, 82507059591#, *143629# or +13126266799, 82507059591#, *143629#; Or Telephone: Dial (for higher quality, dial a number based on your current location):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

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, Administrative Assistant, Jalyne Brown, Executive Counsel (Prosecuting Attorney) Jonathon Wagner, and Board General Counsel, Amy Groves Lowe

Zoom Attendees: Alan Behrman, Alexis Liberto, Clifton Mixon, Kim VanGeffen

CALL TO ORDER: A quorum of members present Board Chairperson, Dr. Greg Gormanous, called the meeting to order at 9:08 a.m. on Friday, April 21, 2023.

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.”*

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.”*

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REVIEW AND APPROVAL OF AGENDA –Dr. Moore moved to accept the agenda with an amendment to add an Executive Discussion item for “Ginger Calloway, Ph.D.” under the Supervision and Credentials Review Committee. Following an 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.

CONSENT AGENDA

Dr. Gormanous called for the removal of items from the Consent Agenda. Dr. Gormanous requested that the January 19-20, 2023 minutes from the Consent Agenda for discussion. Hearing no objections, the minutes were removed. Ms. Monic stated that the Consent Agenda incorrectly referenced the Minutes as “January 19-20, 2022” and should read, “January 19-20, 2023” and also the Financial Statements incorrectly reference “January 2022” and should be corrected to reflect January, February and March 2023. Dr. Gormanous noted that he had not reviewed financials or signed the associated reconciliation reports for the January, February and March 2023 prepared by Valerie Dominique.

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

a. Minutes (Approval):

~~January 19-20, 2022 Minutes~~ –CORRECTED: January 19-20, 2023 Minutes. This item was removed for discussion.

b. Financial Statements Received (Affirm and Ratify):

~~January 2022~~ –CORRECTED: January 2023, February 2023 and March 2023 – General Ledger, Balance Sheet, Budget vs. Actual, Profit & Loss

c. Temporary Registrations approved (Affirm and Ratify):

Name	State of Residence	Reviewer	Date/Result
SHELTON, Sarah F., Psy.D. Application Received :1/04/2023	Kentucky, 2 nd Application	J. Monic	1/17/2023 Approved
SLACK, Michael A., Psy.D. Application Received: 1/11/2023	Washington, 1 st Application	J. Monic	1/27/2023 Approved
TAKESIAN, Amy M., Psy.D. Application Received: 1/30/2023	Pennsylvania, 2 nd Application	J. Monic	2/15/2023 Approved

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BRODIE, Laura A., Ph.D. Application Received: 1/18/2023	Mississippi, 1 st Application	J. Monic	2/28/2023 Approved
KUEKES, Kurt C., Ph.D. Application Received: 2/1/2023	California, 1 st Application	J. Monic	3/15/2023 Approved
MERCADO, Janyna M., Ph.D. Application Received: 2/15/2023	Texas, 3 rd Final Application	J. Monic	3/15/2023 Approved
YORK, Leah D., Ph.D. Application Received: 3/21/2023	Idaho, 1 st Application	J. Monic	3/29/2023 Approved
JOHNSTON, Jennifer M., Ph.D. Application Received: 3/6/2023	Massachusetts, 1 st Application	J. Monic	3/29/2023 Approved
WILLAMSON, Rickey L., Ph.D. Application Received: 2/9/2023	California, 3 rd Final Application	J. Monic	4/10/2023 Approved

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

Applicant	Supervisor	Reviewer	Date/Result
BATISTE, Chanelle	M. Moore	T. Sam	3/17/2023 Approved
HATCH, Virginia	Lee Annotti	T. Sam	2/10/2023 Approved
BURNS, Shay	Lindsey Poe	T. Sam	3/17/2023 Approved
BATTLE, Amanda	Patricia Joyce	M. Moore	3/2/2023 Approved
CAHILL, Nathalie	Saundra Daigle	M. Moore	3/3/2023 Approved
MOSLEY, Alannia	George Schreiner	M. Moore	3/14/2023 Approved
VAZQUEZ, Maria	Jinaki Flint	M. Moore	4/10/2023 Approved
GUIDRY, Jerrica	Amy Henke	M. Moore	4/10/2023 Approved

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

Candidate	Supervisor	Reviewer	Date Approved
PICKETT, Chloe A	Katherine Cheiner	T. Sam	2/17/23
HATCH, Virginia	Lee Annotti	T. Sam	2/17/23
BURNS, Shay L	Lindsey Poe	T. Sam	3/17/23
Guidry, Jerrica R	Amy Henke	M. Moore	4/11/23
BUTTON, Alyssa M	Corby Martin	M. Moore	4/11/23

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

Candidate	Reviewer	Date Approved
McDermott, Michael	M. Moore	3/14/2023, Invited to take EPPP

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

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Candidate	Reviewer	Date Approved
CLARK, Kelly N	M. Moore	2/10/23, affirm and schedule for orals
LIBERTO, Alexis K	M. Moore	2/10/23, affirm and schedule for orals
SMITH, Christopher	T. Sam	2/17/23, affirm and schedule for orals
PREW, Rene	T. Sam	2/17/23, affirm and schedule for orals
WILLS, Amanda	M. Moore	3/14/23, affirm and schedule for orals
BEHRMAN, Samuel A	M. Moore	4/11/23, affirm and schedule for orals
KENT, Kimberly	M. Moore	4/11/23, affirm and schedule for orals

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
Alexis K. Liberto,	Clinical	3/17/2023	Dr. Shannae Harness and Dr. Jesse
Christina Morgan,	Clinical	3/17/2023	Dr. Shannae Harness and Dr. Jesse
Tracie Pasold, Ph.D.	Clinical	3/17/2023	Dr. Shannae Harness and Dr. Jesse
Renee Prew, Ph.D.	Not Registered	4/14/2023	Dr. Matthew Holcomb and Dr. Jesse Lambert
Kelly N. Clark, Ph.D.	School	4/14/2023	Dr. Matthew Holcomb and Dr. Michelle
Christopher Smith, Psy.D.	Not Registered	4/14/2023	Dr. Matthew Holcomb and Dr. Jesse Lambert
Amanda M. Wills,	Clinical	4/14/2023	Dr. Matthew Holcomb and Dr. Jesse
Richard Cowles,	Clinical	4/14/2023	Dr. Matthew Holcomb and Dr. Jesse

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	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):

Name	Date of LSSP Committee	Committee Reviewers
JOHNSON, Tonya N.	3-9-2023	George Hebert, Katherine Cheniere and Kelley

k. License Respecialization:

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Name	Current	Added	Date	of	Examining
None to report					

l. License Reinstatements (Board Conferral):

Name	Reviewer	Date
Sean Ransom	M. Moore/M. Holcomb – Oral	4/14/2023 – Approved
Michael Major	M. Moore/M. Holcomb – Oral	4/14/2023 – Approved
Stephanie A. Repasky	S. Harness	3/9/2023 – Approved

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) Applicants withdrawn from process: <ol style="list-style-type: none"> 1. Maureen Brennan, Ph.D. – Withdrew Reinstatement Application 2. Jamie Rishikof, Psy.D. – Withdrew Application for Licensure 3. Lacey Moffatt, Ph.D. – Withdrew Application for Licensure
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Following the reading of the Consent Agenda, Dr. Gormanous called for motions to object or to 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 an 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.

EXECUTIVE SESSION: Dr. Moore moved to enter Executive Session. 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.

OPEN MEETING: Dr. Moore moved to exit Executive Session to receive motions on Executive Session discussion items. Following an 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 asked to acknowledge the individuals watching online. Ms. Monic announced attendees were Alan Behrman, Kim VanGeffen and Clifton Mixon.

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1. **ORAL EXAMINATIONS [LSA-R.S.42.17.(A)(1)]:**

- a. **Robert D. Shaffer, Ph.D.** The Board discussed the Oral Examination of Dr. Robert D. Shaffer, Ph.D. in Executive Session. Dr. Moore moved that the Oral Examination of Dr. Shaffer be Continued, and that Staff follow up with a letter to instruct Dr. Shaffer on how to proceed. Following an 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 REVIEWS [LSA-R.S.42.17.(A)(1)]**

- a. **Lacey Vivienne Moffatt, Psy.D.** – The Board discussed the new application submitted by Dr. Moffatt in Executive Session. Dr. Sam recused herself from this discussion. Dr. Moore moved to accept the 2nd Application of Dr. Moffatt, and direct Staff to follow up with a letter to instruct Dr. Moffatt on how to proceed. Following an 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, and Holcomb; Against: (0); Abstained: Sam (1); Absent: (1) McNeely.
- b. **Ginger Calloway, Ph.D.** – The Board discussed the application of Dr. Ginger Calloway in Executive Session. Dr. Moore moved to confirm the Candidacy Status of Dr. Calloway and admit Dr. Calloway to take the Examination for Professional Practice in Psychology. Following an 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.

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

- a. **P20-21-09C** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Mark Vigen and Dr. Greg Gormanous*) - Mr. Wagner presented this matter to the Board in Executive Session related to compliance by the Respondent in this matter, **Dr. Scuddy Fontenelle Ph.D.** Finding that Dr. Fontenelle had fully complied with the requirements of the Consent Order, Dr. Moore moved to accept the recommendation of the Complaint Committee to close the matter and return the license to good standing with the Board. Following an 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. **P21-22-02B** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Sasha Lambert and Dr. Greg Gormanous*) – Dr. Lambert, participating by telephone, and Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss, reporting that following a self-report to the Board, the respondent had provided evidence supporting fitness for practice and recommended dismissal. Dr. Moore moved to accept the recommendation of the Complaint Committee to close the matter and return the

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license to good standing with the Board. Following an 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. **NP21-22-11C** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Shavaun Sam* – Dr. Sam and Mr. Wagner provided the results of an investigation against an unlicensed individual, which evidence suggested violations of La. R.S. 37:2352(7) and (9) *et al.* Dr. Holcomb moved to empower staff to pursue enforcement with a referral to the District Attorney in the parish of proper jurisdiction and pursue an injunction in the court of proper jurisdiction against the respondent. Following an 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.
- d. **P21-22-16C (SJL/GG/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Sasha Lambert and Dr. Greg Gormanous*) – Dr. Lambert (participating by telephone), and Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- e. **P21-22-17C (SJL/GG/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Sasha Lambert and Dr. Greg Gormanous*) – Dr. Lambert (participating by telephone), and Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- f. **P21-22-18C (GG/MM/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Michelle Moore and Dr. Greg Gormanous who served as Complaint Coordinator for this matter*) – Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss based on prescription. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.

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- g. **P21-22-19C (GG/MM/JW) P21-22-18C (GG/MM/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Michelle Moore and Dr. Greg Gormanous who served as Complaint Coordinator for this matter*) – Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss based on prescription. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- h. **P21-22-20C (GG/MM/JW) P21-22-18C (GG/MM/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Michelle Moore and Dr. Greg Gormanous who served as Complaint Coordinator for this matter*) – Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss based on prescription. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- i. **P21-22-21C (GG/MM/JW) P21-22-18C (GG/MM/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Michelle Moore and Dr. Greg Gormanous who served as Complaint Coordinator for this matter*) – Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss based on prescription. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- j. **P21-22-22C (GG/MM/JW) P21-22-18C (GG/MM/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Michelle Moore and Dr. Greg Gormanous who served as Complaint Coordinator for this matter*) – Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss based on prescription. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- k. **P21-22-23C (GG/MM/JW) P21-22-18C (GG/MM/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Michelle Moore and Dr. Greg Gormanous who served as Complaint Coordinator for this matter*) – Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss based on prescription. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an opportunity for discussion, the motion was put to a vote. The motion passed by unanimous

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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. **NP21-22-24C (GG/MM/JW) P21-22-18C (GG/MM/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Michelle Moore and Dr. Greg Gormanous who served as Complaint Coordinator for this matter*) – Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss based on lack of jurisdiction. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- m. **NP21-22-25C (GG/MM/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Michelle Moore and Dr. Greg Gormanous who served as Complaint Coordinator for this matter*) – Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss based on lack of jurisdiction. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- n. **NP21-22-26C (GG/MM/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Michelle Moore and Dr. Greg Gormanous who served as Complaint Coordinator for this matter*) – Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss based on lack of jurisdiction. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- o. **NP21-22-27C (GG/MM/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Michelle Moore and Dr. Greg Gormanous who served as Complaint Coordinator for this matter*) – Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss based on lack of jurisdiction. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- p. **P22-23-03C (SJL/GG/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Sasha Lambert and Dr. Greg Gormanous*) – Dr. Lambert, participating by telephone, and Mr. Wagner presented this matter to the Board in Executive Session with a

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recommendation to dismiss. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.

- q. **P22-23-08C (SJL/GG/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Sasha Lambert and Dr. Greg Gormanous*) – Dr. Lambert, participating by telephone, and Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- r. **NP22-23-10ANON (GG/MM/JW)** (*Current investigating committee: Attorney Jonathon Wagner, Dr. Michelle Moore and Dr. Greg Gormanous who served as Complaint Coordinator for this matter*) – Mr. Wagner presented this matter to the Board in Executive Session with a recommendation to dismiss based on an anonymous complainant and lack of evidence. Dr. Moore moved to accept the recommendation of the Complaint Committee to dismiss. Following an 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.
- s. **NP22-23-13P (JB/JW)** – (*Current investigating committee: Attorney Jonathon Wagner, Complaint Coordinator Dr. Jessica Brown*) – Mr. Wagner presented this matter to the Board in Executive Session for a determination on proceeding with the investigation of a non-licensee. Dr. Sam moved that the Board empower her to serve as Complaint Coordinator and to initiate the investigation with a letter of education. Following an opportunity for discussion, the motion was put to a vote. The motion passed by majority roll call vote of the members present as follows: In favor: (4) Moore, Harness, Sam and Holcomb; Against: (0); Abstained: Gormanous (1); Absent: (1) McNeely. Dr. Gormanous wished to state the reason for his abstention was due to constitutional concerns for protection of free speech.

Dr. Gormanous commended Mr. Wagner for expediting the review of complaints and their resolution.

a. **Legal Status Update and Review – Amy Lowe:**

- i. The Board discussed items **P12-13-10C, P13-14-04C, and P13-14-05C** in Executive Session with Attorney Amy Lowe. Dr. Holcomb moved to empower

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counsel to send a letter to the appropriate judge in this case to request a judgment. Following an opportunity for discussion, the motion was put to a vote. The motion passed by majority roll call vote of the members present as follows: In favor: (5) Gormanous, Moore, Harness, Sam and Holcomb; (1) Against: Harness; (0) Abstained; Absent: (1) McNeely.

- ii. The Board discussed items **P15-16-03C, P16-17-14C, and P17-18-11C05C** in Executive Session with Attorney Amy Lowe. No motion was offered. It was reported that the Board will proceed with requesting an interagency agreement with the Attorney General’s Office for collections, as previously decided.
ACTION: Monic to initiate interagency agreement.

Following consideration of Executive Session items, the Board returned to a discussion to address items removed from the Consent Agenda:

CONSENT AGENDA ITEM “a” January 19-20, 2023 Minutes - Dr. Gormanous reported that he wanted the record to state, in reference to the Minutes from January 2023 Long Range Planning, that he did not know that the reason for the brevity of the minutes was because Jaime was not able to take minutes due to managing the virtual presentation by Matt Turner. Dr. Gormanous moved to accept the minutes with footnote. Following an 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.

COMMITTEE AND LIAISON REPORTS

The Board received the following reports:

1. Executive Committee Report

a. Operations/Updates by Director Monic:

- i. Drs. Moore and Sam will be attending ASPPB’s Annual Meeting on April 27 – 30, 2023
- ii. Before the next Board Meeting, staff will be:
 - 1. Preparing for the Ending Fiscal Year 2023-23 (including preparing and reporting the board’s Annual Financial Report for the Office of Financial Accounting and Reporting, preparing and engaging in the 2022-23 financial audit)
 - 2. Rolling out early Registration of Assistants
 - 3. Sending Renewal Reminders and Education
 - 4. Opening Renewals on July 1, 2023
 - 5. Facilitating Contract renewals and potentially engaging in the development of a new licensing management system.
- iii. Reminded Board Members to:
 - 1. Complete Ethics Tier 2.1 Reports due May 15, 2022

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2. Turn in expense reports for approval
 3. Work on 2023 Required Board Member Trainings: Sexual Harassment Training, Cybersecurity Awareness Training, Ethics Training, Safe Driver Training
- iv. Reported on applications processed since the last report:

APPLICATION TYPE	October '22	November '22	December '22	January '23	February '23	March '23
LSSP	0	0	0	0	0	0
PSYCHOLOGIST	3	2	4	7	4	7
TEMPORARY	1	0	0	5	3	6
TOTAL	3	2	4	12	7	13

- v. PUBLIC RECORD REQUESTS – One
- vi. Reported on major meetings/Apearances:
 1. ASPPB BARC Meeting, January 30, 2023
 2. Meeting with Elizabeth Duncan, LDOE March 2, 2023
 3. LSSP Committee Meeting Marcy 9, 2023
 4. Legislative Committee Meeting, March 13, 2023
 5. Continuing Professional Development Committee Meeting – March 17, 2023
 6. Oral Examinations - March 17, 2023 and April 14, 2023
 7. ADA Training Meeting – March 22, 2023
 8. Virtually attended the Legislative Taskforce on Remote Operations – March 24, 2023
- b. **Audit Results 2021 and 2022** - Reported that there were no findings on the 2021 Financial Audit. Reported that there was one finding on the 2022 audit that board members and a student worker did not complete required trainings.

2. Finance Committee

- a. Leave Report – no report
- b. Financial Statements - Dr. Gormanous stated for the record that the Financial Statements do not include approving bank reconciliations and other records that he has not signed. Director Monic summarized the following written report provided to the Board:

<p>MONTHLY FINANCIAL REPORT</p> <p>Date Report Prepared: April 20, 2023 Name of Preparer: Jaime T. Monic REPORTING PERIOD: 3/1/2023 – 3/31/2023 Financial Reports have been provided to members for the months January, February, and March 2023.</p>
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TYPE	AMOUNT	BUDGETED	Trends/Notes	
INCOME:				
Income:	\$385,278.71	\$391,274	The Board has collected 99.1% of the total projected budget. Although ATAP fees are budgeted to be collected within this FY \$10K it is not anticipated that we will collect the original amount budgeted due to time it took to promulgate the rule. However, we are over budget on Total renewal fees, temporary registrations are up, disciplinary judgements, mailing lists and miscellaneous income.	
EXPENSES:				
Expenses:	\$278,524.51	\$440,856	Overall expenses are at or below the budgeted amount. Significant on this report is the expenditure for Rulemaking. Publication of the Notice of Intent (1 st publication) for \$5,942; and publication of the Final Rules (2 nd publication) will be assessed in May. Should substantive changes occur, republication of the Notice of Intent will be required. Additionally, as last reported, some line items are over budget including Credit Card Processing fees, Printing and Reproduction, Insurance-Property/Liability.	
INCOME SUMMARY JANUARY				
Monthly Income		\$16,263.48	YTD Income	\$369,367.45
Monthly Expense		\$27,878.11	YTD Expense	\$206,240.61
Total Net Income		(11,614.63)	Total Net Income	\$ 163,127.34
INCOME SUMMARY FEBRUARY				
Monthly Income	\$7,029.21	YTD Income	\$376,397.16	

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Monthly Expense	\$37,676.39	YTD Expense	\$243,917.00
Total Net Income	(30,647.18)	Total Net Income	\$ 132,480.16
INCOME SUMMARY MARCH			
Monthly Income	\$8,881.55	YTD Income	\$385,278.71
Monthly Expense	\$34,607.20	YTD Expense	\$278,524.20
Total Net Income	(25,725.65)	Total Net Income	\$ 106,754.51

As of March 31, 2023: The budget is stable and the board has funds to operate through the end of FY 2022-23. The Board's cash on hand is reported to be \$250,287.77, with an additional \$36,492 in receivables (this total does not include debt owed to the Board in matters older than 2 years old: \$40,622.25 (P16-17-11C – Eric Cerwonka), \$119,991.98 (P15-16-03C – Eric Cerwonka), and \$63,952.29 (P12-13-10C, P13-14-04C, P13-14-05C Glenn Ahava). Your budgeted expenses for FY 2022-23 are estimated to be: \$440,856. There are three months remaining in this fiscal year, and the majority of expenses, particularly contracts, are either at or below what is expected. Therefore, the board should end the year at or just over budget.

The Board has met their rulemaking goals in FY 2022-23. This should have a positive impact on revenue. The Board is well staffed, with three full-time employees. Staff is catching up on work that was backlogged. Regarding software development for its licensing management system, the Board has obtained 3 bonified estimates to consider.

Board Strategy Recommendations:

Roll out new rules and regulations, with outreach communications and training. Focus on adopting new processes and procedures to implement Legislative Performance Audit recommendations including adopting a disciplinary matrix. Implement financially sustainable options for technology to be utilized in the application and renewal process which may either counter (or reduce) the cost of employees, workload and related expenses for processing applications, and/or counter (or reduce) the cost of real-estate needed to store paper files.

Consider setting a goal to achieve and maintain a reserve balance to cover deferred liability plus unexpected expenses (e.g. hearing costs, lawsuits, major technology developments, moving) plus 3-6 months of operating expenses. Consider creating policy guidelines for Board approval to tap your reserve and then rebuild that amount.

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- c. Budget Review and Considerations – this item was tabled pending discussion items pertaining to contracts, particularly information technology proposals.

3. Continuing Professional Development Committee – Dr. Harness and Dr. Sam reported a productive committee meeting on March 17th where forms were developed to implement regulations for preapproval of activities; that the frequently asked questions section of the website was being updated and that a power point training was being finalized.

4. Oral Examination Committee – Dr. Moore reported that the committee is ironing out procedures to address the new challenges with the updated board meeting schedule.

5. Legislative Oversight Committee – Dr. Gormanous reported that the Legislative Oversight Committee including Ms. Monic, Mr. Wagner, Dr. Holcomb, Mr. McNeely and himself met on March 13th to discuss potential low hanging fruit that could be addressed in this legislative session.

6. Supervision/Credentials Committee – Dr. Moore reported that she will be contributing to the 2023 Regulatory Update/Training Series to provide education related to the changes in supervision and rules. She also wanted to acknowledge how helpful Jalynne Brown has been to the application review process.

7. Complaints Committee – Attorney Wagner presented the Compliance Report to the Board as follows:

COMPLIANCE REPORT

Date Report Prepared: April 21, 2023
Name of Preparer: Jonathon Wagner
REPORTING PERIOD: 1/18/23 – 4/21/23
CURRENT:

- Total number of Requests for Investigation (RFI) received since last report: **5**
 - Board-initiated RFI’s since last report included in total RFI’s above: **1**
- Total number of cases closed since last report: **18**
- Total number of open cases: **18**
 - **4** are informal resolutions still under monitoring
 - **3** Consent Order
 - **1** IPPA
 - **14** are active Investigations
 - **3** from FY19-20
 - **1** from FY20-21
 - **3** from FY 21-22

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- 7 from FY 22-23
- 4 are under review/Respondent not yet noticed
 - 4 from FY 22-23

FY 2022-23:

- Formal hearings scheduled: **0**
- Face to Face Meetings Scheduled: **1**
- Disciplinary Actions: **2**

8. Jurisprudence Examination Committee – Dr. Holcomb reported that he ran statics on questions and is working on revisions. Dr. Gormanous stated validity inferences needed to be laid out. Dr. Sam requested that the questions with more than one answer have a clarifier to indicate that more than one answer is required. The Board discussed Dr. Sam’s request, no action was taken.

9. Public and Professional Outreach Committee – Dr. Gormanous recommended that the Board engage in implicit messaging as a subtle form of outreach.

10. Liaison to Professional Organizations – No report

11. Long Range Planning Committee – No report

At 2:00 p.m., the Board paused for the noticed Public Comments Period. Ms. Monic checked the lobby and email to see if any email were submitted. None were received. Dr. Gormanous again requested an acknowledgment of virtual attendees. Ms. Monic reported that Amy Morvant, Kim VanGeffen, and Shawanda Woods Smith were in attendance.

DISCUSSION/ACTION ITEMS

1. **LSBEP Election Results for the Seat 2023-2028/report to the Louisiana Psychological Association.** – Dr. Gormanous opened the election results and summarized the election report certified by Simply Voting Inc. as follows: Turnout: 250 (30.7%) of 814 electors voted in this ballot. Votes for Shawanda M. Woods-Smith, Psy.D. totaled 162 (100.0%); 250 electors Abstained 88 (35.2%). Dr. Gormanous handed a hard copy to Dr. Jesse Lambert who was present. Ms. Monic stated that a hard copy would be mailed to the Louisiana Psychological Association who is responsible for reporting those results to the Governor’s office.

ACTION: Staff to mail election results to LPA.

2. **La State Archives: Records Retention Schedule Renewal – Recommendations for revisions** Ms. Monic provided a draft copy of proposed revisions to the Board’s records retention schedule. After filing for permission to destroy records that had exceeded their retention schedule, it was learned that the Secretary of State’s office required a renewal.

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The Board discussed the records created by the board and the recommended retentions based on statute and/or usefulness and/or historical value. Dr. Holcomb moved to empower staff to clarify and submit an updated retention schedule for approval by the Secretary of State's office. Following an 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: Staff to update and file record retention schedule for renewal.

3. **POLICY DISCUSSION:**

- a. **Review and discuss current Board Meeting Schedule including impacts on application workflows and licensing** – The Board discussed the current meeting schedule. Dr. Moore brought up concerns about license delays. Dr. Holcomb stated that the concerns of the individuals who contacted the board had no delays due to the board's schedule that impacted them or their supervisees. Dr. Harness stated that it was her preference that the board continue with the quarterly meeting schedule as is current policy. Dr. Gormanous stated that under the current policy Senator Hewitt's bill [related to virtual meetings] would not apply. Dr. Harness moved that the board continue with quarterly meetings as they are now scheduled. Following an opportunity for discussion, the motion was put to a vote. The motion passed by majority roll call vote of the members present as follows: In favor: (4) Gormanous, Harness, Sam and Holcomb; Against: (1) Moore; Abstained: (0); Absent: (1) McNeely.

Ms. Monic recommended that the Board consider a contract with former board members if they will be regularly utilizing them to conduct Oral Examinations. The Board will discuss this at the July Meeting.

ACTION: Add discussion for Oral Examiner contract to July agenda.

- b. **Plan & vote on Awards recognition**- The Board discussed this, Dr. Moore reported that she and Ms. Monic discussed the matter and then moved to conduct awards recognition at the Long Range Planning meeting in January 2024. Following an opportunity for discussion, the motion was put to a vote. The motion passed by majority roll call vote of the members present as follows: In favor: (4) Gormanous, Moore, Harness and Holcomb; Against: (1) Sam; Abstained: (0); Absent: (1) McNeely.
- c. **Next meeting dates and location** – The July 21, 2023 meeting was confirmed. Dr. Gormanous recommended inviting Dr. Shawanda Woods-Smith to the next meeting. The Board discussed that this may seem presumptuous since the Governor had not made an appointment yet.

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- d. **Committee Delegations under quarterly meeting schedule** – Dr. Harness and Dr. Holcomb requested this discussion to clarify authority of the committees with respect to upcoming events. Dr. Sam moved to empower Ms. Monic to conduct the initial review of continuing professional development reports with the ability to make a determination on which reports are acceptable, and which reports need further review by the CPD Committee. Following an 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. Sam moved that Ms. Monic engage in the initial review and approval of applications for license reinstatement for licenses that unintentionally lapsed during renewals; and make a determination on which reports need further review by the CPD Committee for a final determination. Following an 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 requested that Delegations be added to the Long Range Planning agenda for further review and consideration.

- e. **Scheduling Procedures for Oral Examinations and Committee Meetings** - Dr. Harness requested to review scheduling procedures for Oral examinations. Ms. Brown explained how the shared scheduling docket worked. The board briefly discussed the scheduler. No changes were made to the procedure.
- f. **Election Policy Review** – Ms. Monic requested a review of the election policy since the change in meeting schedule. This matter was requested to be tabled to July 2023.
- g. **PPM 49 – Travel Policy/Exemption Request: Denied** – Dr. Gormanous reported that the request for exemption from PPM 49 was denied. He reported that additional policies were brought to our attention through this process related to special meals. Ms. Monic explained that the Director of Travel explained that they will provide exemptions if we had a policy that was stricter than PPM 49, but that they would not exempt us from the entire policy.
- h. **Special Meals (including working lunches) – Delegation Required** – Ms. Monic explained that the Director of Travel advised her that she would have to be delegated authority by the Commissioner of Administration in order to provide working lunches to the board or any special meals such as the award’s ceremony luncheon. She explained that special meals had to meet certain standards, including a time frame that board members would likely never meet and that their per diem was to be

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used for expenses incurred on meeting days, including lunch. Dr. Harness moved that Ms. Monic be empowered to send a request to the Commissioner of Administration to request delegation and authority to provide special meals on board meeting dates and also a special meal for the annual awards ceremony. Following an 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: Monic to request delegation from Commissioner of Administration

- i. **Accept/Discuss Ethics Attorney Letter: ASPPB CE’s for Board Members** – Dr. Gormanous reported that the Board of Ethics Opinion regarding Board Members not being prohibited from receiving Continuing Education (CE) credit from ASPPB, was pulled from the Board of Ethics website. The Board of Ethics opined that it was not prohibited for Board Members to receive CE credit for attending ASPPB.

4. **Continuing Professional Development:**

- a. **Applications for Licensee CPD Preapproval and Sponsor Activity Approval -**

The Board reviewed the application forms for the preapproval of CPD activities of licensees and preapproval of activities and offerings by other individuals. Dr. Harness moved in favor of adopting the “*Sponsor Application for Approval of Continuing Professional Development*” form and the “*Licensee Application for Preapproval of Un-sponsored Continuing Professional Development Offerings or Activities*”. Following an 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. **Approve training video/credit for licensees** – The Board discussed the 2023 Regulatory Update and Training, Part I presented by Ms. Monic. Dr. Harness stated that she had watched the video and thought it was good. Dr. Harness moved in favor of approving the CPD training video and offer a half hour of CPD Credit for completing the training. Following an 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. **Delegated Authority for Review and approval of applications for Reinstatement.**

Note that this was addressed under the policy discussion related to delegations.

5. This item was tabled. **Application for Licensure form, workflow questions:**

- a. **Reciprocity**

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b. **Doctoral Program**

6. **2023-24 Contract Review**

a. **COMPLAINTS COORDINATOR 2 – Mark P. Vigen, Ph.D.** Ms. Monic reported the term for Dr. Vigen’s contract would be ending on June 30, 2023. Following discussion, Dr. Gormanous moved to adopt the following resolution:

WHEREAS the Board is authorized under R.S. 37:2353.C(2) to “Employ, within the limits of funds received by the Board, ...general legal counsel, or other personnel necessary for the proper performance of work under this Chapter; and

WHEREAS the Board conducts hearings on complaints, cause the prosecution and enjoinder of all persons in violation of Title 37: Chapter 28 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; and
WHEREAS the nature of the functions performed by the Board require the continuing services of a COMPLAINTS COORDINATOR who is a licensed psychologist, with experience in forensics, to review complaints and direct the investigation of complaints; and

WHEREAS potential conflicts of interest may arise, the Board requires more than one individual to serve in this role; and

WHEREAS Dr. Mark Vigen has been found to be qualified for this position and previously contracted with Board to provide these services to the satisfaction of the Board;

*IT THEREFORE RESOLVES by motion of Dr. Gormanous that the Board contract with Dr. Vigen to provide services as **Complaints Coordinator II**, for a fiscal-year beginning July 1, 2023 and ending June 30, 2024 for an amount not to exceed a maximum of \$5,000. BE IT FURTHER RESOLVED that the hourly rates of pay for the position of Complaints Coordinator shall be:*

- *\$100 per hour, payable upon completion of a review of a Request for Investigation, with a preliminary and final recommendation to the Board, such review shall not exceed \$300 per case.*
- *\$100 per hour, payable upon completion of a review/proof of an Administrative Complaint pleading, not to exceed \$100.*
- *\$100 per hour for all meetings, including training and meetings with attorneys, investigator, executive director, board, and preliminary hearings.*
- *Travel and lodging may be reimbursed, if pre-approved/pre-authorized by the Executive Director. However, travel and other allowable expenses shall be reimbursed in accordance with the Division of Administration State General Travel Regulations, within the limits established for State Employees as defined in Division of Administration Policy and Procedure Memorandum No. 49. All out of state travel will be subject to prior approval by the Executive Director of the agency or his/her designee.”*

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BE IT FURTHER RESOLVED that the Board authorize Ms. Jaime Monic, Executive Director, to execute such contract for approval through the Office of State Procurement. BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

- a. **INVESTIGATOR – Statewide Surveillance & Investigation, LLC (Tony McCoy/Henry Richardson)** - Ms. Monic reported the term for the investigation contract **with Statewide Surveillance & Investigation, LLC** would be ending on June 30, 2023. Following an opportunity for discussion, Dr. Gormanous moved to adopt the following resolution:

WHEREAS the Board is authorized under R.S. 37:2353.C(2) to “Employ, within the limits of funds received by the Board, ...general legal counsel, or other personnel necessary for the proper performance of work under this Chapter; and *WHEREAS* the Board conducts hearings on complaints, cause the prosecution and enjoinder of all persons in violation of Title 37: Chapter 28 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; and

WHEREAS the nature of the functions performed by the Board require the continuing services of a Licensed Private Investigator to fulfill this function; and *WHEREAS* has Statewide Surveillance & Investigations provides the services of Licensed Private Investigators who are uniquely qualified for this position and have previously contracted with Board to provide investigative services to Board to their satisfaction; and

WHEREAS the hourly rates shall be \$60 per hour for investigative work; and

IT THEREFORE RESOLVES by motion of Dr. Gormanous that the Board contract with Statewide Surveillance & Investigations for an amount not to exceed \$12,000, to provide investigatory services beginning July 1, 2023 and ending June 30, 2024. The contract to commence at the following rates of pay: *\$60 per hour for investigative work; Travel and lodging may be reimbursed, if pre-approved/pre-authorized by the Executive Director. However, travel and other allowable expenses shall be reimbursed in accordance with the Division of Administration State General Travel Regulations, within the limits established for State Employees as defined in Division of Administration Policy and Procedure Memorandum No. 49. All out of state travel will be subject to prior approval by the Executive Director or his/her designee.*”

BE IT FURTHER RESOLVED that the Board authorize Ms. Jaime Monic, Executive Director, to execute such contract for approval through the Office of State Procurement.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

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Following an 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. **ACCOUNTING PROPOSALS**

i. **Hannis T. Bourgeois, LLP (Valerie Dominique, CPA)**

The Board reviewed the proposal from HTB for Accounting services. Ms. Monic reported that the hourly rate would be three times what they are currently paying. The Board discussed continuing this contract in order to continue with the services provided by Ms. Dominique, but also requested that Ms. Monic begin due diligence on other options. Ms. Monic stated that she would be able to resume some accounts payable and bookkeeping duties that were turned over to Ms. Dominique when they were short staffed in order to save on contract billing. Following discussion, Dr. Gormanous moved to adopt the following resolution:

WHEREAS the Board is authorized under R.S. 37:2353.C(2) to “Employ, within the limits of funds received by the Board, ...general legal counsel, or other personnel necessary for the proper performance of work under this Chapter”; and
WHEREAS the Board is authorized under R.S. 37:2353.G to be “...financially self-sufficient...receive no state funds through appropriation or otherwise and shall not expend any such state funds...” and is further authorized to collect fees under R.S. 37:2354 et al which “...shall be paid into the treasure of the State Board of Examiners of Psychologist and may be expended by the board without appropriation for costs of administration and other expenses, and any surplus at the end of a fiscal year or a biennium may be retained by the board for future expenditures and the board is not required to pay any such surplus into the general fund of the state of Louisiana.”; and
WHEREAS the nature of the functions performed by the Board require the services of a Certified Public Accountant to fulfill this function; and
WHEREAS Valerie Dominique has been found to be qualified for this position and has previously contracted with Board to provide accounting services to Board to their satisfaction.
WHEREAS the services of Valerie Dominique were previously procured through the Valerie A. Dominique, CPA, LLC; and
WHEREAS Valerie Dominique will now be employed by Hannis T. Bourgeois CPA’s and Business Advisors (HTB);
THEREFORE BE IT RESOLVED that the Board accept the proposal of and contract with Hannis T. Bourgeois CPA’s and Business Advisors (HTB); for an amount not to exceed \$12,000, to furnish general accounting services, including but not limited to: assist with providing information for the annual compilation; prepare monthly financial reports including: General Ledger, Profit and Loss (budget vs. actual) FY to date, Balance Sheet, and a financial status report; prepare all federal, state and local tax

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reports; and prepare other financial reports/documents for government agencies, as needed, upon request of the Executive Director for the remainder of the fiscal year July 1, 2023 through June 30, 2024. The contract to continue at the following rates of pay: \$165 per hour for accounting services, payable on a monthly basis and upon receipt of an itemized statement of services performed.

BE IT FURTHER RESOLVED that the Board authorize Ms. Jaime Monic, Executive Director, to execute the transition of such contract for approval through the Office of State Procurement.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

Following an 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.

- a. **INFORMATION/TECHNOLOGY PROPOSALS**
 - ii. **Sparkhound**
 - iii. **CE Broker (Sam)**
 - iv. **Covalent**
 - v. **Vinformatics***

Dr. Holcomb presented 3 proposals for information technology, and Dr. Sam presented an option for CE Broker. The Board balanced their options based on their financial position.

Dr. Holcomb moved to adopt the following resolution:

WHEREAS the LSBEP is authorized under R.S. 37:2353.C(2) to “Employ, within the limits of funds received by the Board, ...general legal counsel, or other personnel necessary for the proper performance of work under this Chapter; and

WHEREAS the LSBEP issues licenses to psychologists and specialists in school psychology, facilitates renewals of those licenses, reviews the requirements for continuing education for the renewal of a license, and verifies licenses for insurance credentialing purposes, as well as the public’s use; and

WHEREAS these functions are currently managed through a custom program written to accommodate online renewals, online reporting of continuing education, provide immediate access to verifications, reduce administrative workload, and reduce the opportunity for mismanagement by collecting fees online; and

WHEREAS the Board has conducted due diligence to seek technology upgrades that were affordable, addressed security and stability issues, brought the Board in-line with technological advances to allow the Board to accept and process applications in an electronic format, and address management of complaints brought up in a 2022 Legislative Performance Audit.

IT THEREFORE RESOLVES by motion of Dr. Holcomb, that the LSBEP accept Covalent Logic’s Proposal for a custom licensing system, including complaints management and

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online applications, and enter a multi-year contract with Covalent Logic for the design and development of the system in an amount not to exceed \$50,000 for Standard Content Management System Cost and Licensing Management System Cost; \$50,000 for Phase II of the proposal, to provide information technology services including, but not limited to for the addition of the supervision component [registration of assistants] plus additional optional features to include \$7,000 for Communications Manager, \$6,500 for Table Manager, \$3,000 for content migration and authorize payment of a monthly fee upon implementation of \$750/month for Hosting and Technical Support. The contract to begin May 15, 2023 and end June 30, 2029.

FURTHER THAT the Board authorize Ms. Jaime Monic, Executive Director, to execute such contract for approval through the Office of State Procurement.

Following an 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.

7. **2023 Regular Legislative Session**

a. **Bills Impacting Practice/Regulation** - Dr. Jesse Lambert appeared and reported to the Board on Legislation that the Louisiana Psychological Association was following. Specifically noting HB69 by Representative Marino, which proposed to train educators to conduct intelligence/psychological testing for the purpose of rendering a diagnosis of Dyslexia. Dr. Sam expressed concern and added a request that Dr. Lambert let the Board know if there is anything they could offer as far as education.

b. **Bills Impacting Agency** - Dr. Gormanous noted that Senator Hewitt had a bill that addresses virtual meetings, but that he did not believe there would be an impact to the Board due to the quarterly meeting schedule.

c. **LSBEP Proposed Legislation** – none discussed.

8. **LDH – OCDD: Request for exceptions to Registration of Assistants** – The Board considered a request from the La Department of Health, Office of Developmental Disabilities related to a waiver *of the required fee as another state agency under the LDH budget; and a streamlined process of registration of all assistants and notification of any employment changes including if an assistant leaves the agency and/or if supervision changes including a recommendation that the notifications would come from the OCDD Clinical Director for any OCDD Resource Center clinicians and from the Pinecrest Supports and Services Center or Central Louisiana Supports and Services Center administrator for any clinicians under the purview of these facilities.* They discussed the requirement and responsibility of the Licensed Psychologist related to utilization of assistants and the requirement that the assistant operate under the direct supervision of a Licensed Psychologist. Additionally, the board discussed the fact that it does not receive

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any state general funds to support the staff and operations required to regulate. *Following discussion, Dr. Holcomb moved to deny the request to waive fees associated with registration and renewal of assistants and affirm the requirement that all licensed psychologists comply with the notification requirements related to the discontinuation of an assistant. 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.*

9. **La Department of Education – Recertification of School Psychologists** – Dr. Gormanous reported on the meeting with LDOE representatives, Ms. Elizabeth Duncan, Rachel Normand and Christy Bellue, and LSBEP representatives, Dr. George Hebert, Jaime Monic and including himself. Dr. Gormanous explained that LDOE was seeking to provide a fast track for recertification of individuals who were licensed as either Licensed Psychologists or Licensed Specialists in School Psychology (LSSP’s). Dr. Gormanous reported that he saw this as a very positive move that would benefit LDOE, LSBEP and the public. Dr. Gormanous reported that following the meeting, the LSSP Committee met and was not inclined to consider grandparenting, but did devise a table to demonstrate that Licensed Psychologists and LSSP’s met or exceeded certification standards; and further suggested that because the language in Bulletin 746 refers back to NASP standards, then Level A and Level B certified school psychologists should meet the eligibility requirements for the LSSP License if their training program and internship are consistent with the NASP Standards. Current regulations will allow the Board to consider equivalency for training and internships on an individual basis.

Ms. Monic recommended that the Board adopt the guidance developed by the LSSP Committee. Following a very positive discussion and commendations for the Committee’s work, Dr. Moore moved to approve and adopt the guidance comparing equivalencies identified by the LSBEP with respect to education, training and continuing education for LSBEP and LDOE’s respective licenses/certifications/renewals/recertifications. Further that the guidance be shared with LDOE and opinion that because the language in Bulletin 746 refers back to NASP standards, then Level A and Level B certified school psychologists should meet the eligibility requirements for the LSSP License if their training program and internship are consistent with the NASP Standards. Current regulations will allow the Board to consider equivalency for training and internships on an individual basis. Following an 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.

10. This matter was tabled due to time. **Masters Level Licensure (TSam):**
a. **[APA Guidelines for the Undergraduate Psychology Major \(Aug 2013\)](#)**

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- b. [APA Standards of Accreditation for Health Service Psychology: Master's Programs \(Feb 2021\)](#)
- c. [APA Principles for Quality Undergraduate Education in Psychology \(Feb 2023\)](#)
- d. [APA Master's Work Group and the CoA webpage](#)

11. 2023 Regulatory Update and Training for Licensees

- a. **Part I: Continuing Professional Development**
- b. **Part II: Registration of Assistants**
- c. **Part III: Supervision Toward Licensure/Telesupervision**

The Board affirmed that Dr. Sam would be completing and publishing the Registration of Assistants and that Dr. Moore would be completing and publishing the Supervision Toward Licensure/Telesupervision. These were approved, without objection to be offered for credit. It is noted that the training under Part I: Continuing Professional Development was discussed and approved for credit earlier in the meeting.

Dr. Moore left the meeting.

The Board returned to their discussion related to Budget revisions for the current 2022-23 Fiscal Year and ensuing 2023-24 Fiscal Year. By motion of Dr. Greg Gormanous, who moved in favor of accepting the revised budget including revisions that support approved contracts with Covalent Logic and Hannis T. Bourgeois, LLC, and affirm 4% raises for Jaime Monic and Jalynne Brown as previously approved. Following an 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) Gormanous, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (2) McNeely and Moore

Dr. Holcomb moved to adjourn at 5:38 p.m. Following an 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) Gormanous, Harness, Sam and Holcomb; Against: (0); Abstained: (0); Absent: (2) McNeely and Moore

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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