

Board of Psychology

June 1, 2018
Woolfolk Building
Jackson, Mississippi

<u>Board Attendance</u>		<u>Present Absent</u>	
John Askew, Ph.D., Chair and Continuing Education Coordinator	2013-2018	X	
Patricia Alexander, Ph.D., Executive Secretary	2013-2018	X	
Steve Ellis, Ph.D., Civil Commitment Coordinator	2016-2021	X	
Natalie Gaughf, Ph.D., Credentialing Coordinator	2016-2021	X	
Patrick Phelan, O.D., Public Member	2017-2022		X
Monica Sutton, Ph.D., Treasurer	2017-2022	X	
Lisa Yazdani, Ph.D., Recording Secretary	2014-2019	X	

Also Present:

Onetta Whitley, Esq. Deputy Attorney General

Oral Examination Conducted of one candidate at 9:00 a.m.:

Committee members: Dr. Alexander, Dr. Ellis, and Dr. Askew

Call to Order:

Dr. Askew called the meeting to order at 10:30 a.m. Amendments to the agenda were requested. The order of discussion was changed to accommodate some Board members.

New Business:

It was agreed that the two Board members whose appointments end June 30, 2018 will remain on the Board to help with Board functioning until new Board appointments are made by the Governor and the new Board members are trained.

Status of Board Appointments:

The Board still has not heard from the Governor regarding new appointments to the Board.

2018 License Renewal Report:

Discussed a glitch with an added comma on the website. Two persons applied for a new license instead of renewing by mistake. Dr. Ellis will have full access to the license renewal system as Dr. Askew rolls off Board. At this time Dr. Gaughf, Dr. Ellis, and Dr. Askew have full access to the license management system.

Dr. Askew reported that as of yesterday, 178 people have renewed on-line and twelve renewed by paper.

Dr. Gaughf pointed out that the language on the website needs to be changed to reflect the additional fee for making electronic payments.

Approval of May 11th Minutes and March Retreat Minutes:

Dr. Yazdani motioned to approve the minutes of the May 11th open and executive minutes. The motion was seconded by Dr. Ellis. The motion passed with all those in attendance voting unanimously.

Dr. Yazdani motioned to approve the minutes of the March 2-3rd planning meeting. Dr. Ellis seconded the motion. The motion passed unanimously with all those in attendance voting.

Dr. Alexander will get minutes of the telephone meeting out prior to the next meeting.

Treasurer's Report:

Dr. Sutton reported that she is still working with DFA to get the past due credit card bill paid. Dr. Gaughf reported that Ms. De Rosette is still working to obtain the Board's cell phone. Dr. Gaughf also reported that she spoke with John Mickley, the assistant to Anita Scott, of ASPPB regarding a charge for Ms. Crocker to attend the ASPPB meeting when she did not attend. She was informed that there is no outstanding charge.

Dr. Alexander spoke with someone from MSI to add a portal to our website that will allow for additional payments that are not license related.

CE Deficiency Report:

Dr. Askew has contacted persons who are deficient in CE hours. There are between 20 – 25 persons who need additional clarification or proof of hours. Dr. Askew will continue working to reconcile these deficiencies.

Dr. Yazdani moved, Dr. Askew seconded, to consider the need to go into executive session to review candidate status, applications, and complaints. The motion carried with all those in attendance voting unanimously.

Dr. Yazdani moved, Dr. Gaughf seconded move into executive session. The motion carried with all those in attendance voting unanimously.

(Dr. Sutton left the meeting temporarily.)

Actions Taken During Executive Session:

Dr. Yazdani reported that the following actions were taken during executive session:

Dr. Gaughf reported that Dr. Virginia Persinger passed her jurisprudence and oral exams. Dr. Ellis motioned, Dr. Yazdani seconded, to issue a license to Dr. Persinger. The motion passed with all those in attendance voting unanimously.

Dr. Gaughf reported that the background check for Applicant # 02092017 has still not been received.

Dr. Gaughf reported that #10302017 has received a background check and recommended that she be approved to take the EPPP. Dr. Gaughf motioned, Dr. Alexander seconded, to approve her to take the EPPP.

Dr. Gaughf mentioned that #04142015 has started and not completed 3 applications for licensure. She recently submitted her application materials to the wrong address. Dr. Gaughf will communicate with her, but has provided accurate directions to the candidate via e-mail.

Dr. Gaughf received a question regarding psychologists who are trained outside of the United States and she will respond with reference to the Rules and Regulations.

Dr. Gaughf received a question regarding a MS psychologist who is moving out of state and does not plan to renew her license. Dr. Gaughf will communicate information to her regarding how to add a non-renewal status on the website.

(Dr. Sutton returned to the meeting- 12:35 p.m.)

Dr. Alexander received a new complaint #2018-2 about a person who conducted an evaluation at Walker Assessments, a school psychometrist, practicing outside the realm of the school system. The Department of Education refuses to follow-up on

psychometrists functioning outside the school system. Statute 73-31-27 clarifies that psychometrists cannot function independently outside of the school setting (Rules Chapter 11, excluded professionals). This is being assigned by an investigating Board member, Dr. Alexander, to continue.

(Continued open session):

Review of Agency Job Descriptions:

Discussion of hiring for open position. There is one current applicant. Dr. Alexander determined that the State Personnel Board can advertise for this position, but the Board is not going to pursue that at this time.

The Board discussed specifications of the Board Administrator position. Ideally, the Board Administrator is a full-time position; a contract worker. Office coverage from 8 to 5 Monday through Friday unless otherwise approved by the Board, with an hour for lunch daily. Will answer phone calls, respond to all correspondence, will prepare all materials for Board meetings, and will perform all other duties as requested by the Board. Will also communicate regularly with Board members. There will be an up to one-year contract at the will and pleasure of the Board. The Board Administrator will be off all state holidays and other dates as pre-approved by the Board. The point of contact is the Chair of the Board, then Executive Secretary. The salary is \$ 41,600 - 52,000 depending on experience starting July 1, 2018 and ending June 30, 2019. This person needs to have technical competencies, including: Microsoft Word, Excel, and Power Point. Must be proficient in using Outlook or similar e-mail skills. Needs to have the willingness to learn the Psychology License Management System and must have excellent customer service skills. Needs to have good verbal and written communication skills.

Dr. Alexander will contact the 3 applicants with new scope of services and then set up interviews for next Thursday between 9:30 and 1:00.

(Dr. Yazdani exited the meeting)

New Business:

The Board elected officers for the upcoming term, beginning July 1, 2018. They are as follows:

Chairperson: Patrick Phelan

Executive Secretary: Lisa Yazdani

Treasurer: Monica Sutton

Recording Secretary: To be determined once new appointees are in place

CE Coordinator: Steve Ellis

Credentialing Coordinator: Natalie Gaughf

Adjourn:

Dr. Gaughf motioned to adjourn the meeting. The motion was seconded by Dr. Sutton. The motion carried with all those in attendance voting unanimously. The meeting adjourned at 5:15 p.m.

Lisa Yazdani, Ph.D.

Recording Secretary

June 1, 2018

Date