

IOWA BOARD OF PSYCHOLOGY

**February 19, 2010
Conference Call**

**Origination site: 5th Floor Professional Licensure Board Room 526
Lucas State Office Building
Des Moines, Iowa 50319**

Reason for the Conference Call

An in-person board meeting was not practical, due to the anticipated short meeting time. The meeting was held by conference call to ensure timely action on board matters while ensuring efficiency in the use of board resources. In accordance with Iowa Code section 21.8, access to the meeting was provided to members of the public through attendance at the origination site.

The meeting was called to order at 9:03 a.m. by Mary Johnson, chair.

MEMBERS PRESENT

Mary Johnson, Ph.D.
James Moody
Sarah Henderson
Brenda Payne, Ph.D.
Ronelle Langley, Ph.D.
John Dilley, Ed.D.

MEMBERS ABSENT

None

OTHERS PRESENT

Sharon Dozier, board executive
Emily Kimes-Schwiesow, AAG
Eileen Gloor, bureau chief
Tony Alden, clerk specialist
Karen Ahrens, IPA representative

APPROVAL OF MINUTES

Payne moved and Langley seconded the approval of the November 13, 2009 minutes. Motion carried.

REPORTS

Board Executive- Sharon Dozier

Sharon reported that the agreement with Professional Examination Service (PES) for administration of the EPPP has been approved and signed. The contract is for a six year term. The Board's webpage has been updated with a new page for the board meeting agenda and minutes.

Bureau Chief- Eileen Gloor
[See attached addendum]

AAG- Emily Kimes-Schwiesow

Emily noted that she and the other AAG's will provide a synopsis at board meetings on topics of interest to boards. This will be in addition to the annual review of guidelines for board members. Emily gave an overview of the distinction between statutes and administrative rules, and noted that the statute grants the board the authority for rulemaking. Emily recommended the board members familiarize themselves with the following chapters: Iowa Administrative Procedures Act (17A), 21, 147, 155, and 272C.

Chair- Mary Johnson

Mary stated that she does not have anything to report at this time.

Prescriptive Authority

John Dilley stated that he continues to monitor any developments, and there is nothing to report at this time.

Rules Committee

Brenda Payne reported that at this time, there are no national standards for the practicum portion of academic preparation, and to date, the majority of states have been unwilling to change their law. If the board were to change the licensure requirements to allow predoctoral experience to be substituted for the postdoctoral requirements, it would likely require the board to conduct close auditing, which would complicate the review of licensure applicants. Brenda also noted that there would likely be challenges, and she is not certain the board would want to be in this position. Based on these concerns and the mobility issue, the committee is hesitant to recommend amending the licensure rules to allow the substitution of predoctoral experience at this time.

PUBLIC COMMENT

Karen Ahrens reported that IPA sent out a reminder to their membership to renew the HSP certification at the same time as the psychology license. The next newsletter will remind licensees of the requirements for submitting coursework they are teaching for CEU credit. Karen also noted that Drs. Greiner and Graham were unable to attend today's meeting, but have the information from Ohio on resequencing.

ADMINISTRATIVE RULES

Langley moved, and Moody seconded, to adopt the amendment to Chapters 4, 14, and 15, noticed as ARC 8334B. The motion carried.

Following discussion of the proposed amendments to the continuing education audit requirements in Chapter 4 of the rules common to the 19 boards, the board agreed by consensus to approve the amendments for notice.

OLD BUSINESS

None

NEW BUSINESS

None

APPLICATIONS

Langley made a motion to approve the application submitted by Lillian Dindo for the HSP. Henderson seconded the motion. Motion carried.

Dilley made a motion to approve the request submitted by Natalie Sandbulte for offsite supervision. Henderson seconded the motion. Motion carried.

COMPLAINTS

Dilley made a motion to go into closed session to discuss complaints and confidential information under authority of Iowa Code chapter 21.5(1)a. and d. Henderson seconded the motion. Roll call vote:

Mary Johnson, Ph.D, aye
James Moody, aye
Sarah Henderson, aye
Brenda Payne, Ph.D, aye
Ronelle Langley, Ph.D, aye
John Dilley, Ed.D, aye

The board went into closed session at 10:06 p.m.

The board returned to open session at 10:47 p.m.

The following actions were taken:

Case 09-009: Moody made a motion to close; Henderson seconded. The motion carried.

Case 10-004: Payne made a motion to close; Dilley seconded the motion. The motion carried.

Langley made a motion to approve the license application of Shawn Terry; Dilley seconded. The motion carried.

Brenda Payne left the call prior to the following actions, due to recusal.

Case 10-001: Moody made a motion to close; Henderson seconded. The motion carried. Payne was recused.

Case 10-002: Moody made a motion to close; Henderson seconded. The motion carried. Payne was recused.

Case 10-003: Moody made a motion to close; Henderson seconded. The motion carried. Payne was recused.

ADJOURNMENT

Dilley moved to adjourn the meeting, and Henderson seconded. The meeting adjourned at 10:52 a.m.

The minutes were approved by the board on May 14, 2010.

**Bureau of Professional Licensure
Bureau Chief Report
1/01/10 – 3/31/10**

- 1. Legislation and rulemaking** The 2010 legislative session convened on January 11. The funnel dates that allow bills to progress are February 12 and March 5. The 80th day of the session will be March 31. Primary issues to be addressed by the legislature include health care health care reform and the state budget. The Bureau of Professional Licensure submitted four requests for legislative changes in the Department's 2010 Technical Bill. These were for the Boards of Barbering, Cosmetology, Respiratory Care and Optometry. As we receive requests to make statutory changes or administer new licensure boards, I submit legislative assessments and fiscal notes with the input of the board executives, and we attend legislative subcommittee meetings upon request. When proposed legislation impacts with other boards such as medicine or nursing, the boards work together to provide consistent information regarding the impact of a proposed bill on public protection. When administrative rule changes are reviewed by the year round Administrative Rules Review Committee, the Board Executives provide information about the content of the changes, outcome of the public hearing, and public comment received. In some instances, Board members participate in the meetings to provide a professional perspective and articulate how rule changes proposed by the board benefit public protection.
- 2. Budget** The Department will continue to evaluate and respond to the impact of the overall state budget on public health services and workforce in SFY10. To date, IDPH has not experienced a substantive reduction in force. Our professional licensure staff is taking either 5 or 7 mandated unpaid days through June 30, depending on whether they are contract or non-contract employees. Thus far, all requests for the boards' professional memberships have been approved. No travel request for board members or staff may be submitted. PL staff members have been diligent in selecting furlough days that are spread over the coming months to assure the person who serves as their backup is informed about priority issues, allowing our work to progress as seamlessly as possible. Although the absence of any staff member is felt in an environment as busy as ours, we do not anticipate the boards will be significantly disadvantaged by the budget restrictions and we do not anticipate changes in our staff through the remainder of this fiscal year.
- 3. Activities of the Bureau Outreach and Compliance Educator** Marvin Firch has met with the 19 boards to describe the purpose of this new position and offer his services to improve compliance with Iowa's licensure statutes and rules. Marvin is currently accepting invitations to present information about the work of the licensure boards. He is developing educational materials that will be accessible to the public to better explain

the complaint and disciplinary processes, and reinforce the link between licensure and public protection. Several boards have identified projects that target Marvin's availability to travel within the state and meet with licensees, professional organizations, employers, students, and consumers. I encourage you to tap into his expertise and his focus on the positive aspects of licensure.

- 4. New Look on the Boards' Public Web Pages** The Bureau has changed the look of two public web pages to make information more accessible and easier for users to navigate. Since 2001 the boards have posted, on their individual Discipline and Public Actions page, those documents related to board actions that are public by law. Until now, the only way users could access information was by calendar year. This often made it difficult to link items that extended into another year. Under the new Channels system, users may select a board and sort disciplinary and public actions by licensee name, date, or location. The system does not provide a search option. However, users may use the Ctrl F function to insert a name that will be highlighted on the list. This option allows our Discipline Office staff to manage web postings, eliminating the need to submit requests to our IM Bureau. As in the past, public actions taken before October 2001 are available in hard copy and via CD. Additionally, the Bureau is using the Channels system to post meeting agendas, minutes, and related documents together under the date of the board meeting. Under the new system, which is also managed by our own staff, information will be available for the current year, the upcoming year, and the past year. Users who seek minutes from meetings two or more years in the past will be directed to contact the board office.
- 5. Internship Opportunity Posted** The Bureau has posted an internship opportunity for a graduate student to develop a program designed to educate salon owners, managers, and employees on matters related to Cosmetology licensure rules. In this case, the Bureau is interested in an individual who is familiar with Asian languages and customs. If such an intern is found, he/she will formulate a written plan to integrate a special populations component into other licensure boards' educational materials, and will recommend enhancements to board websites that increase their usefulness to diverse populations.
- 6. Measures of Success** Twice each year the Bureaus are required to report how well they have met performance measures. Our 19 boards have met or exceeded projected their targets for both licensure and discipline. The Bureau prints renewal notices and licenses in house, and licensure fees are processed and reconciled every business day. During SFY2009, the Bureau printed and mailed 22,177 licenses and wallet cards. In almost 100% of cases, printing and mailing is conducted within three business days when all required items are on file in the board office. In SFY09, the 19 boards in total received 415 complaints. The boards

respond to 100% of signed complaints. Throughout the year, total of 213 cases were referred to the Department of Inspections and Appeals for investigation and 202 investigations were completed. Our ability to work efficiently is largely the result of experienced staff and the commitment of board members to assuring public protection through licensure, rulemaking, and discipline of incompetent or unethical practitioners. On behalf of our Bureau I would like to thank you for the work you do and encourage you to help us identify areas for improvement.

- 7. Microsoft 2007** The Department of Public Health upgraded to Microsoft 2007 in fall 2009. Board members are encouraged to consider a similar upgrade in order to receive materials.