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STATE OF DELAWARE
BOARD OF EXAMINERS OF PSYCHOLOGISTS

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PUBLIC MEETING MINUTES:	BOARD OF EXAMINERS OF PSYCHOLOGISTS
MEETING DATE AND TIME:	Monday, November 5, 2018 at 09:00 AM
PLACE:	Division of Professional Regulation 861 Silver Lake Blvd., Conference Room A Cannon Bldg., Dover, Delaware 19904
MINUTES APPROVED:	January 7, 2019

MEMBERS PRESENT

Dr. Kristen Robust, Professional Member, President
Ms. Rachel Dunning, Public Member, Secretary
Dr. Laura Cooney-Koss, Professional Member
Dr. Meghan Lines, Professional Member
Dr. Debbie Harrington, Public Member

MEMBERS ABSENT

Dr. Rebecca Richmond, Professional Member, Vice President
Dr. Rachel Brandenburg, Professional Member
Heather Contant, Public Member
Victor Kennedy, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Jennifer Singh, Deputy Attorney General
Shavon Conyers, Administrative Specialist II

CALL TO ORDER

Dr. Robust called the meeting to order at 9:08 a.m.

REVIEW OF MINUTES

The Board reviewed the minutes from October, 1st, 2018 meeting. Ms. Dunning made a motion, seconded by Dr. Robust to approve the October 1st, 2018 meeting minutes. By unanimous vote, the motion carried.

UNFINISHED BUSINESS

Angela Serravalle PA Application

The Board reviewed the requested course descriptions submitted by Angela Serravalle. Dr. Cooney-Koss made a motion, seconded by Dr. Robust to approve Angela Serravalle PA application. By unanimous vote, the motion carried.

Karla Cooper CEU

The Board reviewed the additional Continuing Education courses submitted by Dr. Cooper. Dr. Cooney-Koss made a motion, seconded by Dr. Harrington to reject some of the courses submitted for approval due to insufficient information. The Board requested for Dr. Cooper to provide timed agenda, presenter bio, and completion verification from APA. By unanimous vote, the motion carried.

NEW BUSINESS

Board Elections

The Board elected Dr. Richmond for president, Dr. Cooney-Koss for vice president, and Ms. Dunning for secretary. Dr. Lines motioned, second by Dr. Harrington to approve the Board elections. By unanimous vote, the motion carried.

Psych Assistant Application Amendments

The Board discussed amending the psych assistant application to include a supervisory check list form. The supervisory check list form will be an attestation from applicant's supervisor confirming requirements of 7.1 regulations. The Board discussed omitting questing 9 from the PA application due to the creation of the supervisory form. Dr. Harrington motioned, second by Ms. Dunning to approve the amendments. By unanimous vote, the motion carried.

Delegation of Authority

All psychologist assistant applications and psychologist assistant applications upgrading to a psychologist license will be reviewed by two delegated board member before being fast tracked for licensure then ratified at the following board meeting. Ms. Dunning moved, second by Dr. Cooney-Koss. By unanimous vote, the motion carried.

Meeting Calendar for 2019

The Board reviewed the meeting calendar for the year of 2019. Dr. Robust made a motion, second by Dr. Lines to approve the meeting calendar for 2019. By unanimous vote, the motion carried.

Review of Psychologist (s) Application

Ms. Dunning made a motion, seconded by Dr. Cooney-Koss, to approve the applications listed below. By unanimous vote, the motion carried.

1. Barbara Hutchinson
2. Rachel Walker
3. Meena Khowaja
4. Katelyn Vertucci
5. Hannah Jones
6. Cratissa Hammond

Dr. Robust made a motion, seconded by Dr. Cooney-Koss, to table Jessica Fritzges-White application until the applicant submitted additional hours showing completion of 1500 hours. By unanimous vote, the motion carried.

Ratification of Psychologist Assistant Application (s) by Reciprocity

Ms. Dunning made a motion, seconded by Dr. Lines, to approve the below applications. By unanimous vote, the motion carried.

1. Joslyn Kenowitz
2. Alaina Tucker
3. Caroline Wilkes
4. Marissa Perrone
5. Richa Dutta
6. Rogelio Mercado
7. Michael Hoffman
8. Zachary Radcliff

Review of Continuing Education Request (s)

Dr. Cooney-Koss made a motion, seconded by Ms. Dunning, to approve continuing education units for Chyenne Huges-Reid. Dr. Lines recused herself from the vote. The motion carried.

Psychological Assistant Report of New Supervisor

The Board reviewed Alison McDonough's Psychological Assistant Report of New Supervisor. Dr. Robust motioned, seconded by Dr. Harrington to deny Alison's report of new supervisor. Alison's new job function and supervisor do not provide her with the direct clinical hours needed. By unanimous vote, the motion carried.

CORRESPONDENCE

There was no correspondence.

Other Business before the Board (for discussion only)

Discussion of Pre-Doctoral Internship Requirement

The Board reviewed the PA renewal supervisory form. Dr. Lines motioned, second by Dr. Cooney-Koss to remove supervisory renewal form. The Board decided the form is no longer relevant in the renewal process.

PUBLIC COMMENT

There was no public comment.

NEXT MEETING

The next meeting will be held on January 7th, 2019 at 9:00 a.m. in Conference Room A, 861 Silver Lake Boulevard, Suite 203, Dover, DE.

ADJOURNMENT

There being no further business, a motion was made by Dr. Robust, seconded by Ms. Dunning, to adjourn the meeting at 12:00 p.m. By unanimous vote, the motion carried.

Respectfully submitted,

Shavon Conyers

Shavon Conyers
Administrative Specialist II

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.