

SOUTH DAKOTA BOARD OF EXAMINERS OF PSYCHOLOGISTS
BOARD MEETING MINUTES
Teleconference
February 25, 2021

Members Present: Thomas Stanage, Ph.D., (President); Matthew Christiansen, Ph.D. (Vice President); Trisha Miller, Ph.D., (Secretary); Chuck Sherman, Ph.D., Member; Brian Roegiers, Lay Member; Robert Overturf, Lay Member; Jeffrey Ellison, Psy.D., Member

Members Absent: None.

Others Present: Carol Tellinghuisen, Executive Administrator; Jill Lesselyoung, Administrative Assistant; Brooke Tellinghuisen-Geddes, Administrative Assistant; Ryan Loker, Special Assistant Attorney General & Legal Counsel for the Board (DSS-Assigned); Kristin Thayer, Executive Director of the South Dakota Psychological Association; Marilyn Kinsman, Senior Policy Analyst for South Dakota DSS

Call to Order/Welcome and Introductions: Stanage called the meeting to order at 8:15am MDT.

Roll Call: Lesselyoung called the roll. A quorum was present (Stanage, Christiansen, Miller, Sherman, Roegiers, Ellison, Overturf).

Conflicts to Declare: None.

Corrections or Additions to the Agenda: None.

Approval of the Agenda: Sherman motioned to approve the agenda as presented; Ellison seconded the motion. Motion carried on unanimous roll call vote. Stanage, yes; Christiansen, yes; Miller, yes; Ellison, yes; Sherman, yes; Overturf, yes; Roegiers, yes.

Public Testimony/Public Comment Period (9:18am CDT / 8:18am MDT): None.

Election of Officers: Brief discussion led to Overturf motioning to leave the elected officers the same (Stanage as President, Christiansen as Vice-President, and Miller as Secretary) for another year; Sherman seconded the motion. Ellison moved that nominations cease; Roegiers seconded. Ellison's motion carried on a unanimous roll call vote, which was followed by unanimous roll call approval of Overturf's motion. Stanage, yes; Christiansen, yes; Miller, yes; Ellison, yes; Sherman, yes; Overturf, yes; Roegiers, yes.

Approval of Minutes from November 16, 2020 and January 18, 2021 Meetings: Christiansen moved, Overturf seconded, to approve both the November 16, 2020 and the January 18, 2021 meeting minutes as written. Motion passed unanimously via roll call vote. Stanage, yes; Christiansen, yes; Miller, yes; Ellison, yes; Sherman, yes; Overturf, yes; Roegiers, yes.

FY Financial Update: Lesselyoung reported on the last fiscal year end financial report (financials as of June 30, 2020) as well as the most recent financial report (financials as of January 31, 2021). Lesselyoung reported that as of June 30, 2020, revenue was at \$67,043.56, year-to-date expenditures were at \$58,872.26, and Cash Balance was at \$119,116.49. Lesselyoung then reported that as of January 31, 2021, revenue was at \$10,471.47, year-to-date expenditures were at \$35,385.57, and Cash Balance was at \$94,202.39. Stanage commented that it would be helpful to have comparisons to the financials one year

prior for comparison. Tellinghuisen stated they could begin to add those numbers in the report moving forward. Sherman moved and Roegiers seconded the motion to accept both financial reports. Motion passed unanimously via roll call vote. Stanage, yes; Christiansen, yes; Miller, yes; Ellison, yes; Sherman, yes; Overturf, yes; Roegiers, yes.

Online System/Records Retention Update: Lesselyoung advised the first on-boarding meeting with Albertson's Consulting recently took place and they are now working with the State of SD to get the credit card portal set up. The aim is to have licensure renewals process via the online access this year, though it is uncertain if the timing of completion will allow for this to be the case. Lesselyoung explained that if the system is ready to allow online renewals, the board office would like to cut off the paper form renewal application at that point. Stanage questioned how much lead time notice the board office would give licensees about this change. Tellinghuisen-Geddes advised the executive staff typically mail out notices for renewals sometime during the first two weeks in April each year, so they would still follow that timeframe in mailing out those paper reminders for renewal but that instructions would be included on how to utilize the new online system. Tellinghuisen made Board members aware the board office is asking Albertson Consulting if there is a way board office staff will be able to enter credit card numbers for individuals in case of individuals having difficulty with doing so online themselves. Kinsman made the board aware that the Counseling board did cut off paper renewals and applications altogether once their online system was in place, but she is uncertain of whether any problems arose from this. Miller gave input of desire to go ahead with implementing the system cold turkey for our board's purposes as well. Stanage stated agreement that it would be okay to proceed in this manner if the system is in place in time. Sherman cited agreement to this as well. No dissent was voiced by any members; thus, board office staff were left with the consensus of the board to proceed in requiring online applications and renewals if the system is in place in time for this upcoming renewal period.

With regard to records retention, Tellinghuisen stated board office staff will begin to input the current database to Albertson Consulting. Board office staff desire to have scanning of the paper files also started. Lesselyoung reported having received pricing on this, wherein it would cost approximately \$1.75 per file to have it done through the local UPS Store in Spearfish, SD. Stanage inquired about how many records are held. Lesselyoung stated there are approximately 200 records in the current database and there are an uncertain number of older (pre-database) records but that any records older than 40 years can be destroyed. There are also an uncertain number of complaint files. Stanage pointed out the cost of destroying files would then be around \$400. Lesselyoung stated the board office is considering offering individuals the chance to receive their original licensure paperwork, as sometimes we have had applicants who have had difficulty obtaining their original records of internships, etc. Stanage stated this sounds like a good idea.

PSYPACT Update: Loker reported that he had checked the Legislative Research Council site just prior to the meeting and did not see a bill dropped with regard to PSYPACT, so he suspects if one does not drop soon, there may simply not be one this session. Stanage asked if any board members had any comments about PSYPACT at this time and there were none. Stanage stated he is holding an open mind about PSYPACT, but he feels our board and state would be smart to wait and see what happens in the states who have joined PSYPACT as the unknowns presently outweigh the knowns for Stanage. PSYPACT will roll out in July 2021.

Legislative Updates: Tellinghuisen cited three bills that may be important to note: HB 1077, HB 1014, and SB 96. Tellinghuisen reported that it was hoped HB 1077, a bill encouraging boards to allow licensure by endorsement of those already licensed in other states, might help with some of the problems PSYPACT

was intended to solve. Kinsman reported Governor Noem to have signed HB 1077 on Tuesday this week. Miller inquired about the ambiguous language of the bill with regard to what our board will require from licensure applicants who are already licensed in other states as the bill leaves this open. Stanage stated this is a discussion our board will need to have soon. Tellinghuisen stated this item will be put on the next meeting agenda. In discussing HB 1014, Loker explained the bill simply standardizes the complaint procedures under Title 36 across state boards. Loker stated the bill has passed the House and Senate and Governor Noem is expected to sign it. Stanage reported no concern and said he views it as a positive as it mirrors the work Overturf did on revamping our board's procedure over the last year or so. Overturf agreed that indeed our procedure involves the components the bill requires. Tellinghuisen stated simply that SB 96 is the telehealth bill. There was no further discussion.

Thayer exited from the conference call at 8:44am MST/9:44am CST.

Kinsman exited from the conference call at 8:45am MST/9:44am CST.

Board members, executive staff, and Loker transitioned to a secure private online conference room at this point.

Executive Session – Pursuant to SDCL 1 – 25 – 2:

Sherman motioned and Christiansen seconded to enter executive session at 8:46am MST/9:46am CST for purpose of discussing three complaints/investigations (#217-I, #218-I, and #223), discussing the Executive Secretary Contract Renewal, and to complete the Orals Examinations of three applicants (#611, #614, and #615). Motion carried on a unanimous roll call vote. Stanage, yes; Christiansen, yes; Miller, yes; Ellison, yes; Sherman, yes; Overturf, yes; Roegiers, yes.

Overturf exited the meeting after the initial Orals Examination.

Stanage declared end of Executive Session at 11:25am MST/12:25am CST.

Board members left the executive session call and reconvened into the general online meeting room. Stanage called the general meeting back to order at 11:27am MST/12:27am CST. All members were noted visibly present other than Overturf.

Executive Secretary Contract Renewal: Ellison motioned to approve the Executive Secretary Contract at the current rate, with a pending increase to be included upon cost-of-living increase approval by the state; Sherman seconded the motion. Motion carried on a unanimous roll call vote. Stanage, yes; Christiansen, yes; Miller, yes; Ellison, yes; Sherman, yes; Overturf, absent; Roegiers, yes.

Complaints/Investigations Status: Stanage stated all complaints remain in pending status at this time.

Oral Examinations Status: Miller recommended applicants 611, 614, and 615 all be approved for licensure per passing of their orals examinations today. Christiansen moved, Ellison seconded, to approve applicants 611, 614, and 615 for licensure. Motion carried on a unanimous roll call vote. Stanage, yes; Christiansen, yes; Miller, yes; Ellison, yes; Sherman, yes; Overturf, absent; Roegiers, yes.

Other Business: None.

Schedule Next Meeting/Conference Systems: The next meeting, set to be a virtual meeting, was tentatively set for Thursday, May 20, 2021 at 8am MDT/9am CDT. Any business that needs to be addressed prior to this date will take place via teleconference.

Motion to adjourn was made by Sherman, seconded by Christiansen. Stanage adjourned meeting at 11:34am MST/12:34pm CST following unanimous roll call vote to do so. Stanage, yes; Christiansen, yes; Miller, yes; Ellison, yes; Sherman, yes; Overturf, absent; Roegiers, yes.

Respectfully submitted,

Trisha T. Miller, Ph.D.
Secretary