



**STATE OF OKLAHOMA**  
**Board of Examiners of Psychologists**

**MINUTES OF THE MEETING OF THE BOARD**  
**July 17, 2020**

A Meeting of the Board of Examiners of Psychologists was held at 9:00 a.m., on Friday, July 17, 2020. Due to the COVID-19 Emergency, the meeting was held via ZOOM video conference.

In attendance were: S. Howard, Ph.D., Chair of the Board; K. Ward, Ph.D., Vice-Chair of the Board; S. Roberson, Ph.D., Member of the Board; C. Grundy, Ph.D., Member of the Board; K. Choate, Ph.D., Member of the Board; K. Peters, Member of the Board; M. Schuble, Assistant Attorney General; T. Rose, Executive Officer of the Board.

Members not present: B. Frizzell, Member of the Board.

**Announcement and Introduction:**

Dr. Howard announced that a quorum was present to conduct business. She confirmed with Ms. Rose that the meeting was filed with the Secretary of State and that the agenda was posted in accordance with the Open Meeting Act.

**Statement of the Mission of the Oklahoma State Board of Examiners of Psychologists:**

Dr. Howard announced the mission of the Oklahoma State Board of Examiners of Psychologists is to protect the public by regulating the practice of psychology in Oklahoma to ensure that only properly qualified psychologists practice psychology in the state and that the psychology profession as a whole is conducted in the public's best interest.

**Minutes:**

Board members reviewed the minutes of the meeting on May 29, 2020. *Dr. Ward made a motion to approve the minutes of the May 29, 2020, meeting, as presented. Dr. Choate seconded the motion and the motion passed. Choate, Grundy, Peters, Roberson, Ward, and Howard voted for the motion.*

**Status of Current Request for Inquiries:**

Ms. Rose provided updates for the following Request for Inquiries:  
RFI 20-1; pending an informal meeting.  
RFI 20-2; an investigation is pending.

### **Probable Cause Committee Summaries and Recommendations:**

**RFI 18-8;** As a member of the Probable Cause Committee, Dr. Ward recused and left the room.

On behalf of the Probable Cause Committee, Ms. Schuble provided a recommendation to the Board. At the May 17, 2019, meeting, the Board voted to accept the recommendation of the Probable Cause Committee to postpone the decision of whether or not to recommend the Board file a formal complaint until the psychologist has the opportunity to complete a tutorial covering boundary issues. The psychologist has completed the tutorial. The Probable Cause Committee has reviewed the scholarly paper and report from the supervising psychologist. The committee determined that the psychologist has successfully completed the tutorial requirements and recommends that RFI 18-8 be dismissed.

*Dr. Choate made a motion to accept the recommendation of the committee to dismiss and close RFI 18-8. Dr. Grundy seconded the motion and the motion passed. Choate, Grundy, Peters, Roberson, and Howard voted for the motion. As a member of the Probable Cause Committee, Dr. Ward was not present for the vote.*

**RFI 19-9;** As a member of the Probable Cause Committee, Dr. Ward recused and was not present. Dr. Roberson recused and left the room.

At the meeting on May 29, 2020, the Board voted to accept the recommendation of the Probable Cause Committee that the filing of a complaint be stayed to allow the psychologist the opportunity to prepare a letter outlining that she did not do a professional evaluation, but was only writing a character reference and demonstrate knowledge of the difference. The letter must admit the first letter was in error and is withdrawn, and a new letter sent to all injured parties – including all parties in the divorce and custody proceedings and the Court, with a copy sent to the Board office.

Ms. Schuble informed Board members that the psychologist prepared a new character reference letter as well as a cover letter explaining that she is withdrawing the first letter and replacing it with the new one. The Probable Cause Committee reviewed and approved the letters, and the psychologist provided proof of mailing to the parties in the matter. As a result, the committee recommends that RFI 19-9 be dismissed and closed.

*Mr. Peters made a motion to accept the recommendation of the committee to dismiss and close RFI 19-9. Dr. Choate seconded the motion and the motion passed. Choate, Grundy, Peters, and Howard voted for the motion. As a member of the Probable Cause Committee, Dr. Ward was not present for the vote. Dr. Roberson was not present for the vote.*

**RFI 20-3;** As a member of the Probable Cause Committee, Dr. Ward recused and was not present.

On behalf of the Probable Cause Committee, Ms. Schuble provided a recommendation to the Board. After careful review of all of the evidence, the committee found that the inquiry was without merit and recommends that RFI 20-3 be dismissed and the file closed.

*Dr. Roberson made a motion to accept the recommendation of the committee to dismiss and close RFI 20-3. Dr. Choate seconded the motion and the motion passed. Choate, Peters, Roberson, and Howard voted for the motion. Grundy abstained. As a member of the Probable Cause Committee, Dr. Ward was not present for the vote.*

Dr. Ward returned to the meeting.

**Reports of Miscellaneous Complaint Issues:**

**BC 19-11 Richard Kahoe, Ph.D.**

*At the meeting on May 29, 2020, the Board voted to accept the recommendation of the Probable Cause Committee to file a Board Complaint, BC 19-11, against Richard Kahoe, Ph.D. Board members were provided a Voluntary Surrender of License signed by Dr. Kahoe. Ms. Schuble informed Board members that Dr. Kahoe would like to surrender his license in lieu of prosecution of the complaint. After discussion, Dr. Ward made a motion to table this matter. Dr. Grundy seconded the motion and the motion passed. Choate, Grundy, Peters, Roberson, Ward, and Howard voted for the motion.*

**UC 20-5 Anna Raab;** Board members reviewed information provided to the Board office concerning Anna Raab. *No action was taken.*

**Complaint Process:**

**Investigations and Probable Cause Committee** – Dr. Howard provided updates from the committee regarding ongoing improvements to the complaint process. Additional information will be provided at the next meeting.

**Online Database:**

Ms. Rose provided information about purchasing new online application software. Additional information, including benefits of the software and pricing, will be provided at the September meeting.

**EPPP Testing Accommodation Request:**

Board members reviewed a request from an applicant for testing accommodations on the EPPP. *Following discussion, Dr. Roberson made a motion to request the applicant submit an updated evaluation that has been completed within the past five years. Dr. Ward seconded the motion and motion passed. Choate, Grundy, Peters, Roberson, Ward, and Howard voted for the motion.*

**Applications approved by the Application Review Committee (May - June 2020):**

*Dr. Choate made a motion to ratify the applications approved by the review committee for May – June 2020. Mr. Peters seconded the motion and the motion passed. Choate, Grundy, Peters, Roberson, Ward, and Howard voted for the motion.*

**Executive Officer's P-Card Statements for Review and Approval (May – June 2020):**

*Dr. Roberson made a motion to approve the Executive Officer's May – June 2020 P-Card Statements. Dr. Ward seconded the motion and the motion passed. Choate, Grundy, Peters, Roberson, Ward, and Howard voted for the motion.*

Board members took a 10-minute break.

**Administrative Issues:**

**Monthly Budget/Revenue/Expense Report;** Board members reviewed the monthly budget, revenue, and expense reports.

**September 11, 2020, Meeting Location;** A determination will be made in August if the September meeting will be held virtually or in person.

**FY2021 Investigator Contract;** *Dr. Ward made a motion to approve the FY 2021 contract for Investigative Services. Dr. Choate seconded the motion and the motion passed. Choate, Grundy, Peters, Roberson, Ward, and Howard voted for the motion.*

**ASPPB Guidelines for Closing a Psychology Practice;** Board members reviewed the ASPPB Guidelines for Closing a Psychology Practice. After discussion, the Board would like to provide the ASPPB Guidelines for Closing a Psychology Practice to psychologists to use as a resource.

**New Board member appointments:**

Board members discussed the process in which new Board members are appointed and noted that there have been ongoing issues with the list being submitted by the OPA in a timely manner.

*Dr. Ward left the meeting early.*

**Appointment of Vice-Chair and Chair;** *Dr. Roberson made a motion to nominate Dr. Ward to serve as the Chair and Dr. Grundy as Vice-Chair. Dr. Choate seconded the motion, and the motion passed. Choate, Grundy, Peters, Roberson, and Howard voted for the motion.*

**ASPPB PSYPACT UPDATES:**

Ms. Rose announced that as of July 8, 2020, PSYPACT - The Psychology Interjurisdictional Compact is live and accepting applications to practice under PSYPACT.

**ASPPB Meeting October 2020:**

The ASPPB Meeting in October will be held virtually.

**Administrative updates;**

Ms. Rose provided the following updates:

- She has been appointed to serve on the ASPPB COVID-19 Taskforce.
- Members will have the option to attend the OPA meeting in November virtually.

**Legislative updates;** Ms. Rose and Ms. Schuble will create Administrative Rules Report, as required in Executive Order 2020-03.

**Executive Session pursuant to 25 O.S. Section 307 (B) (1) for the purpose of the Board to discuss the employment, of salaried public employee; Teanne Rose, Executive Officer.**

*Dr. Roberson made a motion to enter into Executive Session. Dr. Grundy seconded the motion and the motion passed. Choate, Grundy, Peters, Roberson, and Howard voted for the motion.*

Board members went into Executive Session.

Board members returned to Open Session.

*Dr. Roberson made a motion to return to Open Session. Dr. Choate seconded the motion and the motion passed. Choate, Grundy, Peters, Roberson, and Howard voted for the motion.*

*Dr. Roberson made a motion to accept her performance review and implement the salary increase as discussed in Executive Session. Dr. Choate seconded the motion and the motion passed. Choate, Grundy, Peters, Roberson, and Howard voted for the motion.*

*Dr. Howard announced that there is no further business to discuss. Dr. Choate made a motion to adjourn. Dr. Grundy seconded the motion and the motion passed. Choate, Grundy, Peters, Roberson, and Howard voted for the motion.*

The meeting adjourned at 12:15 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Teanne Rose".

Teanne Rose  
Executive Officer

**ATTACHMENT TO THE AGENDA**  
**Oklahoma State Board of Examiners of Psychologists**  
**Application Review Committee Approvals**  
**May – June 2020**

**Psychological Technicians:**

**Psychologist:**

Kimberley Pittman, Psy.D.  
Robert Martin, Ph.D.  
Steven Sternlof, Ph.D.  
Kimberley Pittman, Psy.D.  
Timothy Doty, Psy.D.  
Joseph James, Psy.D.  
Bart Trentham, Ph.D.

**Psychological Technician:**

Lauren Dunlevy  
Andrew Seng  
Cathy Kill  
Cathy Kill  
Amber Sitz  
Amber Sitz  
Megan Parker

**Continuing Professional Education (CPE) Approvals:**

**Cognitive Behavior Therapy of Individuals with PTSD and Co-Occurring Disorders;** Sponsor: Parkside Inc.; 6 CPE hours; December 30, 2020.

**How Far is Too Far? Boundaries in Behavioral Health;** Sponsor: Parkside Inc.; 3 CPE hours; September 25, 2020.

**Ethical Social Media in Practice; (change in date request);** Sponsor: Christian Association; 3 CPE hours; May 29, 2020.

**Applications to sit for Licensure Examinations and/or Practice Under Supervision Agreements Approvals:**

**Applicant:**

Stephanie Sweatt, Ph.D.  
Indarni Thiruselvam, Ph.D.

**Approval for:**

Approval of Postdoc and HSP for licensure  
Approval of Postdoc/HSP for licensure upon completion of JP

**Licensed Health Service Psychologists May – June 2020:**

Amanda L. Burke, Ph.D.	License Number: 1354	Issue Date: 05/06/2020
Douglas Knutson, Ph.D.	License Number: 1355	Issue Date: 05/13/2020
Stephanie N. Sweatt, Ph.D.	License Number: 1356	Issue Date: 06/23/2020