



Examining Board of Psychology Meeting Minutes

November 3, 2023

Hybrid Meeting via Microsoft Teams and in-person at Washington State Department of Health, Town Center East 2 (TC2) Building, Room #153, 111 Israel Road SE, Tumwater, WA 98501

Board members present: Cedar O'Donnell, Ph.D., Chair
Florence Katz Burstein, Public Member (left at 10:48 am after item# 4)
Erin Olson, Ph.D. (joined meeting at 11:00 am)
Phillip Hawley, Psy.D. (joined at 9:15 am, item# 3.1)
Jan Bleakney, Public Member
Evan Freedman, Ph.D., ABPP
Leslie Cohn, Ph.D.
Ruth Varkovitzky, Ph.D., ABPP, Vice Chair
Elena Lopez, Psy.D., CSOTP

Board members absent: Vanessa Goosen, Psy.D.
Jessica Carlile, Ph.D.

Staff members present: Eve Austin, Executive Director
Zachary Patnode, Program Manager
Nancy Delgado, Program Manager
Joan Simmons, Program Support
Melody Casiano, Policy Analyst
Bill Kellington, Supervising Staff Attorney
Lilia Lopez, Assistant Attorney General

Guest Speaker(s): Rachel Campbell, Fiscal (DOH)

On November 3, 2023, the Examining Board of Psychology held a hybrid meeting via Microsoft Teams and in-person at Washington State Department of Health, Town Center East 2 (TC2) Building, Room #153, 111 Israel Road SE, Tumwater, WA 98501. Notice of the meeting was published on the Examining Board of Psychology [profession website](#) and was sent out through the GovDelivery listserv.

1. Opening of Public Meeting – Cedar O'Donnell, Ph.D., Chair

- 1.1. Call to Order: The chair called the meeting to order at 9:00 a.m. followed by introductions of board members, department staff, the Assistant Attorney General, and guests.
- 1.2. Approval of the Agenda: *Motion to approve the agenda, seconded, vote 7-0.*
- 1.3. Approval of September 29, 2023 Regular Meeting Minutes: *Motion to approve the amended minutes, seconded, vote 5-0-2.*

2. Public Comment – Ruth Varkovitzky, Ph.D., ABPP, Vice Chair

- 2.1. Vice Chair Dr. Ruth Varkovitzky read aloud the public comment statement:
“Thank you for taking the time to be with us today. We are eager to hear from you. We typically provide notice to our constituents and other interested parties before taking action on any topic, so we seldom take action on topics unexpectedly raised by the public or others if not on the agenda. While individual board members may ask questions or make comments about your presentation, please be aware that individual board members do not represent the board as a whole and that the subject of your comment may not be acted upon today or in the near future. We will include your comments in our meeting minutes for possible review if the matter you raise is brought up for formal discussion and/or a vote at a subsequent board meeting.”
- 2.2. There were no public comments received.

3. Management Reports - Zachary Patnode, Program Manager

Budget – Ms. Campbell gave a presentation on Fee Adjustment process and answered questions from the board.

Credentialing Report / Program Update – Mr. Patnode shared Madeleine Hanshew has been hired to fill the HSC2 credentialing role to complete the positions in Project Pathway. He then shared licenses issued and average times as of 10/30/23 showing applicants who applied prior to 12/9/22 on average waited 543 days for full licenses and 188 days for temporary licenses. For applicants who applied after 3/9/23, with Project Pathway in place, the average days between application date and first issuance was 87 for full licenses and 26 for temporary licenses. Since the project has been in place, a milestone of hitting at least 90 days wait time between an application received and the license issued has been reached with an average wait time of 81 days.

- 3.1. Program Update – Ms. Austin shared Pilot Project Pathway has shown evidence of expediting credentialing for the profession and the agency is assessing that model for efficiencies to continuous improvement.

Mr. Patnode shared the department held open office hours on October 11, 2023 for a Q&A session with public attendees. A recurrence of the open house will be determined. He also noted legislature has mandated military spouse competency training that needs to be completed by staff, board, and commission members. The information will be shared via email. Lastly, he mentioned ASPPB released their draft APA equivalency guidebook for feedback.

Mr. Kellington announced he will be leaving his current position as supervising staff attorney for a temporary assignment to work on the HELMS project for approximately one and a half to two years. Recruitment efforts are in place for a temporary appointment to fill his position.

3.2. Policy Analyst Update – Ms. Casiano gave a presentation on HSQA Rules process and explained the yearly legislative session.

4. Newsletter Approval – Florence Katz Burstein, Public Member

4.1. Ms. Katz Burstein presented the final draft of the board newsletter for approval to publish. *Motion to approve amended newsletter after new legislation remove non-routine, addition of office hours, updating project pathway data, and Bill confirmed no changes needed to legislation portion, seconded, vote 8-0.*

5. SSHB 1724: Increasing the Trained Behavioral Health Workforce Update –Nancy Delgado, Program Manager

Sections 5 and 6 updates

5.1. Ms. Delgado shared the summary of board motions for SSHB 1724 that they voted on at the September 29, 2023 meeting and reviewed the next steps accordingly. She also mentioned a final vote to approve the draft language for the emergency rules will be done during the May 2024 meeting.

6. Break

7. Requests for Lists & Labels - Cedar O'Donnell, Ph.D., Chair

7.1. There were no Requests for Lists and Labels received.

8. Board Recruitment – Nancy Delgado, Program Manager

8.1. Ms. Delgado shared the board recruitment matrix document. The board reviewed feedback from the interview panel and voted on a recommendation for board appointment. *Motion to approve matrix as presented, seconded, vote 8-0.*

9. Board Meeting Operations – Evan Freedman, Ph.D., ABPP, Professional Member

9.1. Dr. Freedman gave a presentation on optimizing board meetings using hybrid technologies. *Motion to revisit this topic at the January 2024 meeting, seconded, vote 7-0-1.*

10. PSYPACT Report – Leslie Cohn, Ph.D., Professional Member

10.1. Dr. Cohn provided an update on PSYPACT Commission developments.

10.2. Dr. O'Donnell mentioned Dr. Cohn is the current PSYPACT commissioner and requested Ms. Lopez to look into what action the board may need to take. This topic will be added to the January 2024 meeting.

11. Conference Report Outs

11.1. Summary of ASPPB conference highlights – Phillip Hawley, Psy.D., Professional Member and Zachary Patnode, Program Manager

i) Dr. Hawley & Mr. Patnode provided a summary of the ASPPB conference highlights.

11.2. Summary of FARB conference highlights – Elena Lopez, Psy.D., CSOTP, Professional Member

i) Dr. Lopez gave a presentation sharing a summary of the FARB conference highlights.

- 11.3. FARB 2023, *Motion to send Ms. Bleakney and DOH staff to attend the conference, seconded, vote 7-0-1. Abstained: Ms. Bleakney.*

12. Subcommittee Work & Reports – Cedar O'Donnell, Ph.D., Chair – This section was tabled for the next meeting.

12.1. Communications Subcommittee

- i) Dr. Hawley - the group had met to draft the fall newsletter, which was approved today and will look into the next communication piece to work on.

12.2. Diversity Workgroup

- i) Dr. Hawley - the group is coordinating to meet prior to the January meeting. He also mentioned he has met with Darrow Brown to better understand DOH's perspective on DEI.

12.3. Applications Subcommittee

- i) Mr. Patnode – applications have been low with quick turnaround times but there is an expectation that some applications will come back for review.

12.4. Rules Subcommittee

- i) Nothing to report at this time.

13. Future Agenda Items – Cedar O'Donnell, Ph.D., Chair - This section was tabled for the next meeting.

- EBOP-DOH operating agreement, business plan, bylaws
- Chair and Vice-Chair elections
- PSYPACT Commissioner election
- Multiple languages for EPPP
- Legislative session call
- Board Meeting Operations (designating two in person meetings)
- PSYPACT Updates (standing)

14. Break for Lunch

- 14.1. Lunch was taken after item #10.

15. Examining Board of Psychology Retreat (Part 2: The Business of Being a Board Member)

- 15.1. Ms. Lopez provided a presentation of Roberts' Rules of Order.
- 15.2. Credentialing process overview and nonroutine application review refresh
- 15.3. Board member roles and expectations
- 15.4. Subcommittee review and redistribution

16. Meeting Adjourned

The meeting was adjourned at 3:28 p.m.

Submitted by:

Zachary Patnode, Program Manager
Examining Board of Psychology

Signature on file

SIGNATURE

DATE

Approved by:

Cedar O'Donnell, Ph.D., Chair
Examining Board of Psychology

Signature on file

SIGNATURE

DATE