

**Behavioral Sciences Regulatory Board  
Board Minutes  
July 13, 2020**

**Call to Order.** The meeting was called to order by Chair Deb Stidham at 10:00 a.m.

**I. Roll Call.**

**Board Members.** Members present by zoom: David Anderson, Jill Craven, Kathryn Herzog, Mary Jones, Johnna Norton, Bruce Nystrom, Andrea Perdomo-Morales, Leslie Sewester, Ric Steele, Deb Stidham and Carolyn Szafran.

**II. BSRB Staff.** Staff present in person: Max Foster, Leslie Allen, Joan Hahn, Cindy D'Ercole and Ashley VanBuskirk. Staff present by zoom: Janet Arndt.

**III. Agenda Approval.** Jill Craven motioned to swear in new board members first. Mary Jones seconded. Motion passed. Johnna Norton motioned to add under new business adding public members to advisory committees. Leslie Sewester seconded. Motion passed.

**IV. Appoint Board Chair and Vice Chair.** Mary Jones motioned to have Deb Stidham maintain board chair position. Carolyn Szafran seconded. Motion passed. Deb Stidham nominated Leslie Sewester as vice chair. Jill Craven seconded. Motion passed.

**V. Swearing in of New Board Members.** Joan Hahn reads oath for affirming Jacqueline Lightcap as Board member. Joan Hahn reads oath for affirming Laura Shaughnessy as Board member. Deb Stidham thanks Todd Frye and Kathy Herzog for their years of service with the Board.

**VI. Minutes Approval.**

- Johnna Norton motioned to approve the January 13, 2020 minutes as written. Carolyn Szafran seconded. The motion passed.
- Mary Jones motioned to approve the March 18, 2020 minutes as written. Leslie Sewester seconded. The motion passed.
- Jill Craven motioned to approve the March 20, 2020 minutes as written. Mary Jones seconded. The motion passed.
- Carolyn Szafran motioned to approve the May 19, 2020 minutes as written. Johnna Norton seconded. The motion passed.

**VII. Executive Director's Report.**

- a. Max informed the Board members that the staff will start to rotate shifts beginning this week and will be working from home and in the office part time in groups.
- b. Discussed fiscal numbers.
- c. Fiscal 2021 budget has been approved.

d. Presentations to students will most likely be conducted by zoom instead of in person due to COVID-19.

**VIII. Staff Reports.** None.

**IX. Complaint Review Committee Report.**

Bruce Nystrom gave a brief report of CRC and the number of cases they discussed.

**X. Professions Reports.**

**A. Psychology.** Ric Steele noted that the committee meets tomorrow so nothing to report.

**B. Social Work.** Carolyn Szafran noted that the committee met June 23, 2020 and discussed the training manual and 350 direct client contact hours. Next meeting scheduled for August 24, 2020.

**C. Professional Counseling.** None.

**D. Master's Level Psychology.** David Anderson noted that the committee met July 1, 2020 and informed the Board that BSRB staff emailed out an advisory committee member search and received many inquires back. David Anderson motioned to appoint Joshua Tanguay and Iris Pauly to the advisory committee. Jill Craven seconded. The motion passed.

**E. Marriage and Family Therapy.** Mary Jones noted the committee met June 12, 2020 and discussed clinical hours and COVID-19 impact on supervision. Next meeting scheduled for August 14, 2020.

**F. Addiction Counseling.** Deb Stidham noted that the committee met June 19, 2020 and continued to review curriculum. They tabled discussion for inactive licenses. Also discussed hours for practicum and licensure and have no recommendations for that at this time. Next meeting scheduled for August 14, 2020.

**G. Behavior Analysis.** None.

**XI. Old Business.**

**A. Executive Order 20-49.** To be discussed in Executive Session.

**B. Executive Session.** Leslie Sewester moves that, the Board recess into executive session pursuant to K.S.A. 2019 Supp. 75-4319(b)(2), for 30 minutes. The remote open meeting will reconvene at 11:30 by conference call 877-278-8686 pin # 327072 and zoom platform with meeting ID 82898895026. This information is also published on the boards website ksbsrb.ks.gov. The justification is consultation with the Board's legal counsel, Assistant Attorney General Janet Arndt, that would be deemed privileged in the attorney-client relationship. The subject matter to be discussed in the executive session concerns EO 20-49. In addition, I move that the Board's executive director, Max Foster, and the Board's licensing specialist, Leslie Allen, be included as part of the client circle. Mary Jones seconded. The motion passed. Open Meeting called back to order from Executive Session. Leslie Sewester motioned to change licenses to expire pursuant to the Governors Executive Order 20-49 to September 15, 2020 from September 28, 2020. Ric Steele seconded. The motion passed.

- C. 350 hours of Direct Client Contact in Practicum or Postgraduate Requirements.** Board members took to committees the issue of students not able to complete the 350 hours of direct client contact due to pandemic and what their recommendations are. Social work and masters level psychologist suggested allowing students to make up the hours missed due to the pandemic instead of having them complete a whole new practicum. Would like to add to board agenda for next meeting.
- D. My License Office and E-Gov.** Completing final testing and almost ready to launch new database. Finalizing everything in E-Gov and then it will be ready.
- E. Regulations.** Leslie is working on regulations for tele-video for all professions excluding Psychologists and Behavior Analysts to become more uniform for students practicum hours. Will bring more information to next Board meeting.
- F. Two Day Board Meeting.** Two day fall board meeting is currently scheduled for October 18<sup>th</sup> and 19<sup>th</sup>. Due to COVID-19 the Board discussed the options of if they should pursue the in-person meeting or not. Deb Stidham suggests canceling this years in-person two day meeting and reschedule to September 16<sup>th</sup> and 9:00 a.m. by zoom for a normal board meeting.

## **XII. New Business.**

- A. Executive Session.** Leslie Sewester moves that, the Board recess into executive session pursuant to K.S.A. 2019 Supp. 75-4319(b)(2), for 15 minutes. The remote open meeting will reconvene at 12:15 by conference call 877-278-8686 pin # 327072 and zoom platform with meeting ID 82898895026. This information is also published on the boards website ksbsrb.ks.gov. The justification is a personnel matter of non-elected personnel in order to protect the privacy of the parties. The subject for the executive session concerns an anticipated vacancy related to a current employee of the board staff. I further move that the Board's executive director, Max Foster, and the boards legal counsel Assistant Attorney General Janet Arndt. Mary Jones seconded. The motion passed. Open Meeting called back to order from Executive Session. Max Foster, Executive Director will be retiring at the end of the year. Needed to create a hiring committee. Bruce Nystrom motioned to create hiring committee consisting on Deb Stidham, Leslie Sewester, Andrea Perdomo-Morales, David Anderson and Ric Steele. Jill Craven seconded. The motion passed.
- B. Complaint Review Committee – Composition.** Todd Frye and Kathy Herzog were both members of the Complaint Review Committee. They will both need to be filled as they are now vacant. Jill Craven's term is also up and will be moving out of state and will need to be replaced as well. Deb Stidham appoints Johnna Norton and Jacqueline Lightcap as public members and Mary Jones as professional member to Complaint Review Committee.
- C. Appoint Committee Public Board Members.** Deb Stidham appoints Leslie Sewester to the public position on the LPC advisory committee. Deb Stidham appoints Jacqueline Lightcap to the public position on the LAC Advisory Committee.
- D. LSCSW Training Plan Manual.** Leslie discussed creating a training manual for how to fill out a clinical supervision training plan. Will table until next meeting.

- XIII. Adjourn.** Carolyn Szafran motioned to adjourn the meeting. Deb Stidham seconded. The motion passed.