

**Texas State Board of Examiners
of Psychologists
MINUTES**

May 3, 2012

The Texas State Board of Examiners of Psychologists met in Austin, Texas on May 3, 2012. The following Board members were in attendance: Tim Branaman, Ph.D., Chair; Jeffrey Baker, Ph.D.; Donna L. Black, M.A.; Jo Ann Campbell, M.S.; Carlos Chacón; Angela A. Downes, J.D.; Lou Ann Todd Mock, Ph.D.; and Leslie Rosenstein, Ph.D. Also in attendance were Sherry L. Lee, Executive Director; and Darrel Spinks, General Counsel. Doris Couch was absent from the meeting.

Thursday, May 3, 2012

1. The meeting was called to order at 9:01 a.m. by Dr. Branaman.
2. The Board moved into Item II, Public Comments.
 - A. Laurie Klose, TASP, Governmental Professional Relations Chair, spoke in favor of the allowing LSSPs to use the NCSP credential.
 - B. Carol Grothues, Ph.D., spoke against the use of allowing LSSPs to use the NCSP credential.
 - C. Paul Andrews, Ph.D., spoke regarding ethics vs rules.
3. The Board moved into Item III, Executive Session, pursuant to Title 5, Chapter 551, Government Code §551.071 at 9:16 am.
4. The Board returned from Executive Session at 9:42 am.

5. The Board moved into Item IV, Action on matters considered in Executive Session - no action taken at this time.
6. The Board moved into Item V, Minutes.

A MOTION WAS MADE BY MS. DOWNES AND SECONDED BY DR. ROSENSTEIN TO APPROVE THE MINUTES OF THE FEBRUARY 9, 2012 BOARD MEETING WITH CHANGES. THE VOTE WAS UNANIMOUS.

7. The Board moved in Item VI, Chair's Report - Dr. Branaman.
 - A. Ms. Lee discussed progress on the FY 2012 Board goals.
 - B. Dr. Branaman thanked Dr. Baker for attending the Association of State and Provincial Psychology Boards' (ASPPB) conference.
 - C. Dr. Baker updated the Board regarding the conference:
 - i. ASPPB is drafting guidelines for the regulation of telepsychology.
 - ii. Develop an online universal application for licensure (plus mobility). One state has been piloting the process.
 - iii. Regarding APA/CPA accreditation, there now exists a mechanism for programs that were not previously eligible for accreditation to apply for accreditation. ASPPB is working to accept a universal accreditation for both doctoral programs and internships as a requirement for licensure.
 - iv. State Boards are dealing with Behavioral Analysts' (ABA) issues. No guidelines have been written although some state boards have been delegated the task of licensing ABAs and some have declined since there are bachelor level ABA certified individuals.

- v. Most states are doing away with "substantial equivalence" in their regulations.
 - vi. States are using the ASPPB residency requirements (guidelines) for licensure and do not license graduates from programs that are 100% online.
 - vii. ASPPB recommends leaving disciplinary actions on the website, and not removing them after a certain period of time. If these actions are sent to ASPPB, they are kept active in the ASPPB database and available to the public.
- D. Dr. Branaman appointed Ms. Couch as the Chair for the Customer Service Committee.
8. The Board moved into Item VII, Executive Director's Report - Ms. Lee.
- A. Ms. Lee noted that there had been no staff turnover since the last Board meeting.
 - B. Ms. Lee stated that the Senate Business and Industry Committee had noted that UT Dallas would produce a report comparing Texas regulatory agencies to similar agencies in other states.
 - C. Ms. Lee and Ms. Jennifer Noack, Fiscal Manager, met with the new Legislative Budget Board (LBB) representative Clifford Sparks to discuss potential agency LAR requests.
 - D. Ms. Lee stated that due to server issues the agency email newsletter is on hold.
 - E. Ms. Lee asked Ms. Jennifer Noack to provide an update on the Health Professions Council's (HPC) new shared computer system:
 - i. No current issues at this time.
 - ii. For the past two months the database slows down at the end of the month, due to licensees waiting until the last day to renew their licenses.

- F. Ms. Lee presented the Board with the drafted Strategic Plan for FY 2013-2017.
- i. Ms. Black recommended moving the position of General Counsel on the organizational chart to a higher place rather than being on the same level as the other division managers. This was recommended by Ms. Angela Downes after reviewing enforcement policies.
 - ii. Ms. Black presented various reasons for this recommended change.
 - iii. Ms. Lee asked how the General Counsel job description should be changed with this proposed organizational chart change. Ms. Black and Ms. Downes indicated that no change should be made in the General Counsel job description.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY MS. DOWNES TO CHANGE THE ORGANIZATIONAL CHART. THE VOTE CARRIED WITH DR. BRANAMAN, DR. BAKER AND DR. ROSENSTEIN ABSTAINING FROM VOTING.

Per the drawn diagram provided to staff this motion directs that the General Counsel will be left in the current location on the chart, however a new line will be drawn immediately underneath the Executive Director and link directly to the General Counsel. Also the line connecting the General Counsel to the other division managers' level was removed.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MS. DOWNES TO MODIFY THE ORGANIZATIONAL CHART DRAWING AS INDICATED. THE VOTE CARRIED WITH DR. BRANAMAN, DR. BAKER AND DR. ROSENSTEIN ABSTAINING FROM VOTING.

- G. The Board reviewed letters received from the following individuals:
- i. Paul Andrews, Ph.D. - regarding rule making.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MR. CHACÓN TO APPROVE THE DRAFTED RESPONSE WITH CHANGES. THE VOTE WAS UNANIMOUS.

- ii. Kelli Foulkrod, M.S. - regarding the telepractice policy.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MS. BLACK TO APPROVE THE DRAFTED RESPONSE. THE VOTE WAS UNANIMOUS.

- iii. Mariana Garza - regarding official transcript.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MR. CHACÓN TO APPROVE THE DRAFTED RESPONSE WITH CHANGES. THE VOTE CARRIED WITH DR. ROSENSTEIN ABSTAINING FROM VOTING.

- iv. Heena Khan - request for extension of application.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MS. DOWNES TO APPROVE THE DRAFTED RESPONSE. THE VOTE WAS UNANIMOUS.

- v. Tina Lloyd, Psy.D. - regarding use of neuropsychologist title.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MR. CHACÓN TO APPROVE THE DRAFTED RESPONSE WITH CHANGES. THE VOTE WAS UNANIMOUS.

- vi. C. Sue McCullough, Ed.D. - regarding inactive status.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MR. CHACÓN TO APPROVE THE DRAFTED RESPONSE WITH CHANGES. THE VOTE WAS UNANIMOUS.

- viii. Diann Scroggins, M.A.- regarding renewal of license.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MS. BLACK TO APPROVE THE DRAFTED RESPONSE. THE VOTE WAS UNANIMOUS.

The Board adjourned for a break at 10:51 a.m.

The Board reconvened at 11:02 a.m.

H. The Board reviewed the proposed Policy changes:

i. Temporary Suspension Proceedings.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MS. DOWNES TO REPEAL THE POLICY. THE VOTE WAS UNANIMOUS.

ii. Charges to Respondent for IFC Hearings.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MS. DOWNES TO REPEAL THE POLICY. THE VOTE WAS UNANIMOUS.

iii. Amounts of Administrative Penalties and Cost Assessed by the Board against Licensees and Applicants.

A MOTION WAS BY DR. MOCK AND SECONDED BY DR. ROSENSTEIN TO APPROVE THE PROPOSED POLICY. THE VOTE WAS UNANIMOUS.

iv. Offering Agreed Order without an Informal Conference.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY DR. ROSENSTEIN TO APPROVE THE PROPOSED CHANGES. THE VOTE WAS UNANIMOUS.

I. Ms. Black presented to the Board a drafted opinion statement to provide clarification on the issue of informed parental consent in the public schools.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY DR. ROSENSTEIN TO LET THE GENERAL COUNSEL MAKE FINAL REVISION TO THE STATEMENT AND THEN IT WOULD BE PLACED IN THE FALL 2012 NEWSLETTER. THE VOTE WAS UNANIMOUS.

10. The Board moved into Item VIII, Rules Committee - Dr. Branaman.

A. The Board reviewed Proposed Rule(s):

i. 461.19, Petition for Rulemaking.

A MOTION WAS MADE BY DR. ROSENSTEIN AND SECONDED BY MS. BLACK TO APPROVE THE NEW RULE. THE VOTE WAS UNANIMOUS.

- ii. 463.31, Use of Titles during Practicum, Internship, and Supervised Experience when Applicant Holds another License.

A MOTION WAS MADE BY MS. DOWNES AND SECONDED BY DR. ROSENSTEIN TO APPROVE THE NEW RULE. THE VOTE WAS UNANIMOUS.

- iii. 465.38, Psychological Services for Public Schools.

A MOTION WAS MADE BY DR. ROSENSTEIN AND SECONDED BY MS. BLACK TO APPROVE THE PROPOSED AMENDMENTS. THE VOTE WAS UNANIMOUS.

- iv. 465.9, Competency.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MS. DOWNES TO APPROVE THE PROPOSED AMENDMENT. THE VOTE WAS UNANIMOUS.

- v. 465.12, Privacy and Confidentiality.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MS. DOWNES TO APPROVE THE PROPOSED AMENDMENT. THE VOTE WAS UNANIMOUS.

- vi. 465.33, Improper Sexual Conduct.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY MS. CAMPBELL TO APPROVE THE PROPOSED AMENDMENTS WITH CHANGES. THE VOTE WAS UNANIMOUS.

- vii. 469.1, Timeliness of Complaints.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MR. CHACÓN TO APPROVE THE PROPOSED AMENDMENT. THE VOTE WAS UNANIMOUS.

- viii.470.21, Disciplinary Guidelines.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY DR. ROSENSTEIN TO APPROVE THE PROPOSED AMENDMENT WITH CHANGES. THE VOTE WAS UNANIMOUS.

C. The Board reviewed Adopted Rule(s):

i. 465.2, Supervision.

A MOTION WAS MADE BY DR. ROSENSTEIN AND SECONDED BY DR. BAKER TO WITHDRAW AND REPROPOSE RULE. THE VOTE WAS UNANIMOUS.

ii. 465.11, Informed Consent/Describing Psychological Services.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MS. DOWNES TO WITHDRAW THE RULE. THE VOTE WAS UNANIMOUS.

iii. 465.13, Personal Problems, Conflicts and Dual Relationships.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MS. DOWNES TO ADOPT THE AMENDMENT TO THE RULE WITH CHANGES. THE VOTE WAS UNANIMOUS.

iv. 465.18, Forensic Services.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MS. DOWNES TO ADOPT THE AMENDMENT TO THE RULE WITH CHANGES. THE VOTE WAS UNANIMOUS.

v. 465.33, Improper Sexual Conduct.

A MOTION WAS MADE BY MS. DOWNES AND SECONDED BY MR. CHACÓN TO ADOPT THE AMENDMENT TO THE RULE WITH CHANGES. THE VOTE WAS UNANIMOUS.

vi. 465.38, Psychological Services for Public Schools.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MS. DOWNES TO ADOPT THE AMENDMENT TO THE RULE. THE VOTE CARRIED WITH DR. BRANAMAN, DR. BAKER AND DR. ROSENSTEIN VOTING AGAINST THE MOTION.

vii. 470.13, Entry to Appearance in Contested Case; Contents of Responsive Pleading.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MS. BLACK TO ADOPT THE NEW RULE. THE VOTE WAS UNANIMOUS.

The Board recessed for lunch at 12:42 p.m.

The Board reconvened from lunch at 2:14 p.m.

11. The Board moved into Item IX, Enforcement Committee - Ms. Black.
 - A. August 2012 IFC attendees will be Dr. Branaman, Ms. Campbell, Mr. Chacón.
 - B. October 2012 IFC attendees will be Dr. Mock, Dr. Baker and Mr. Chacón.
 - C. February 2013 IFC attendees will be Dr. Baker, Ms. Campbell and Ms. Couch.
 - D. May 2013 IFC attendees will be Dr. Baker, Ms. Black and Ms. Downes.
 - E. August 2013 IFC attendees will be Dr. Branaman, Dr. Mock and Mr. Chacón.
 - F. Ms. Cynthia Barber, Enforcement Manager presented dismissals for Board ratification:
 - i. 2012-0005;
 - ii. 2011-00164;
 - iii. 2012-00135;
 - iv. 2012-00011;
 - v. 2012-00043;
 - vi. 2012-00068;
 - vii. 2012-00029;
 - viii. 2011-00172;
 - ix. 2012-00114;

- x. 2012-00022;
- xi. 2012-00023;
- xii. 2011-00221;
- xiii. 2012-00062;
- xiv. 2012-00042;
- xv. 2012-00002;
- xvi. 2012-00008;
- xvii. 2012-00006;
- xviii. 2012-00030; and
- xix. 2011-00206

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY DR. MOCK TO APPROVE THE DISMISSALS. THE VOTE WAS UNANIMOUS.

- xx. 2012-028; and
- xxi. 2012-111

A MOTION WAS MADE BY MS. DOWNES AND SECONDED BY MS. CAMPBELL TO APPROVE THE DISMISSALS. THE VOTE CARRIED WITH MS. BLACK, MR. CHACÓN AND DR. ROSENSTEIN ABSTAINING FROM VOTING.

- G. Ms. Barber reviewed the Status Report.
- H. Ms. Barber discussed the Projected Time Schedules.
- I. Ms. Barber stated that Ms. Black gave a half day training to some staff members and Board members regarding school law which was helpful.
- J. Mr. Spinks presented the Agreed Orders for the Board's approval:

- i. The Board reviewed Agreed Order No. 10-098-2678, in the matter of William R. Hester, Ph.D.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MS. DOWNES TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

- ii. The Board reviewed Agreed Order No. 12-161-10763, in the matter of Diane M. Boudreaux-Kraft, M.S.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY DR. BAKER TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

- iii. The Board reviewed Agreed Order No. 10-116-5068, in the matter of Maryanne M. Watson, Ph.D.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY DR. ROSENSTEIN TO APPROVE THE AGREED ORDER. THE VOTE CARRIED WITH DR. MOCK, MS. BLACK, MS. CAMPBELL AND MS. DOWNES ABSTAINING FROM VOTING.

- iv. The Board reviewed Agreed Order No. 12-017-7682, in the matter of Lidia D. Stecher, M.A.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MR. CHACÓN TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

- v. The Board reviewed Agreed Order No. 2011-0162-7864, in the matter of Richard R. Theis, Ph.D.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY DR. MOCK TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

- vi. The Board reviewed Agreed Order No. 12-119-12386, in the matter of John Paul Muros, Ph.D.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY MS. CAMPBELL TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

- vii. The Board reviewed Agreed Order No. 12-118-9381, in the matter of Jennifer Elizabeth Rawley, M.A.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY DR. BAKER TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

- viii. The Board reviewed Agreed Order No. 12-047-1746, in the matter of Earnestine Gardner, M.A.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MS. CAMPBELL TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

- ix. The Board reviewed Agreed Order No. 11-138-11328, in the matter of Lisa Michelle Watts, Psy.D.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MS. CAMPBELL TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

- x. The Board reviewed Agreed Order No. 11-200-1635, in the matter of Stacy Nell Broun, Ph.D.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY MS. BLACK TO APPROVE THE AGREED ORDER. THE VOTE CARRIED WITH DR. BAKER, MS. COUCH, MS. DOWNES AND DR. MOCK ABSTAINING FROM VOTING.

- xi. The Board reviewed Agreed Order No. 12-080-10933, in the matter of Joshua M. Masino, Psy.D.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY DR. MOCK TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

xii. The Board reviewed Agreed Order No. 11-099-4608, in the matter of Richard Clark Schmitt, Ph.D.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MR. CHACÓN TO APPROVE THE AGREED ORDER. THE VOTE CARRIED WITH MS. BAKER, MS. COUCH, MS. DOWNES AND DR. MOCK ABSTAINING FROM VOTING.

xiii. The Board reviewed Agreed Order No. 12-025-10323, in the matter of Brent Nathan Lane, Ph.D.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MS. CAMPBELL TO APPROVE THE AGREED ORDER. THE VOTE CARRIED WITH MS. BAKER, MS. COUCH, MS. DOWNES AND DR. MOCK ABSTAINING FROM VOTING.

xiv. The Board reviewed Agreed Order No. 12-052-10766, in the matter of Jo Baxter Green, Ph.D.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY MS. DOWNES TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

xv. The Board reviewed Agreed Order No. 12-010-10835, in the matter of Erica S. Middleton, Psy.D.

A MOTION WAS MADE BY MS. BLACK AND SECONDED BY MS. CAMPBELL TO APPROVE THE AGREED ORDER. THE VOTE CARRIED WITH DR. BAKER, MR. CHACÓN, MS. COUCH AND DR. MOCK ABSTAINING FROM VOTING.

xvi. The Board reviewed Agreed Order No. 11-156-7500, in the matter of Sherry Lynne Whatley, Ph.D.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY MS. BLACK TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

xvii. The Board reviewed Agreed Order No. 12-065-9284, in the matter of Julie Farris Ducote, Ph.D.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MR. CHACÓN TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

xviii. The Board reviewed Agreed Order No. 12-064-7716, in the matter of Robin Barker Reamer, Ph.D.

A MOTION WAS MADE BY DR. MOCK AND SECONDED BY MS. BLACK TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

xix. The Board reviewed Agreed Order No. 12-110-12372, in the matter of Timothy Zymantas, Psy.D.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY MS. DOWNES TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

xx. The Board reviewed Agreed Order No. 12-162-12480, in the matter of Robert M. Dunson, III, Ph.D.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY MS. DOWNES TO APPROVE THE AGREED ORDER. THE VOTE WAS UNANIMOUS.

12. The Board moved into Item X, Compliance Committee - Ms. Campbell.

A. Ms. Barber stated current cases were being monitored.

13. The Board moved into Item XI, Review and Decision on SOAH Proposal for Decisions - Mr. Spinks.

A. The Board reviewed Agreed Order No. 11-133-3081, in the matter of Gerald P. Motz, Ph.D.

A MOTION WAS MADE BY MS. DOWNES AND SECONDED BY DR. BAKER TO APPROVE THE AGREED ORDER. THE VOTE CARRIED WITH DR. BRANAMAN, MS. CAMPBELL AND MR. CHACÓN ABSTAINING FROM VOTING.

14. The Board moved into Item XII, Legal Matters/General Counsel Report/Assistant Attorney General - Mr. Spinks.
 - A. Mr. Spinks stated that three cases were taken off the SOAH docket.
 - B. Mr. Spinks stated that the request for an Attorney General opinion regarding the duty to report child abuse would probably not meet the June 17, 2012 deadline indicated by the AG.
 - C. Mr. Spinks stated that at the House Committee on Public Health hearing the issue of Board members serving as expert witnesses was discussed.
 - D. Ms. Noack stated that she had attended a mandatory DPS criminal history records check training.
 - i. DPS will conduct audits of our procedures and processes for handling and securing criminal history records every three years.
 - ii. All Board members and office staff are now required to be cleared by DPS to view and discuss criminal history records.
15. The Board moved into Item XIII, Legislative Committee - Ms. Downes - no items to discuss.
16. The Board moved into Item XIV, Budget Committee - Dr. Branaman.
 - A. Ms. Lee presented a summary of the initial Legislative Appropriation Request for the 2014 - 2015 biennium.

A MOTION WAS MADE BY DR. ROSENSTEIN AND SECONDED BY DR. MOCK TO APPROVE THE BOARD CHAIR TO SIGN THE FINAL LAR REQUEST. THE VOTE WAS UNANIMOUS.

- b. Ms. Lee discussed the 2nd Quarter Performance Measures. She noted that the FY 12 target for average time for complaint resolution was less than the target, due to the Board's experienced

Enforcement Manager and efficient General Counsel.

17. The Board moved into Item VII, Executive Director's Report - Ms. Lee.

A MOTION WAS MADE BY DR. ROSENSTEIN AND SECONDED BY MS. BLACK TO APPROVE THE STRATEGIC PLAN. THE VOTE WAS UNANIMOUS.

18. The Board moved into Item XV, Written Examinations Committee - Dr. Mock.

- A. Dr. Mock stated that the committee would be meeting on Friday, May 11, 2012.

19. The Board moved into Item XVI, Oral Examination Committee - Dr. Rosenstein.

- A. Dr. Rosenstein stated that the January Oral Examination went very smoothly thanks to staff.

- B. Dr. Rosenstein stated that 35 vignettes had been updated. Thank you to Brian Creath for the hard work with the revision of those vignettes.

- C. Dr. Rosenstein stated that 18 invitations for new examiners had been sent out, but no response had been received.

20. The Board moved into Item XVII, Technology Committee - Mr. Chacón.

- A. Ms. Lee reviewed the latest online renewal statistics.

- B. Ms. Lee reviewed updates to the Board's website.

21. The Board moved into Item XVIII, Applications Committee - Dr. Baker - no items to discuss.

21. The Board moved into Item XIX, Personnel Committee - Ms. Campbell - no items to discuss.

22. The Board moved into Item XX, Customer Service Committee - Ms. Couch.

A. Ms. Lee presented the Customer Service Report to the Board.

A MOTION WAS MADE BY MR. CHACÓN AND SECONDED BY DR. ROSENSTEIN TO APPROVE THE CUSTOMER SERVICE REPORT. THE VOTE WAS UNANIMOUS.

23. The Board moved into Item XXI, Future Issues.

A. Dr. Rosenstein requested that the Board consider how licensees should respond to email requests for records.

24. The Board moved into Item XXII, Election of Vice-Chair.

MS. DOWNES NOMINATED DR. MOCK. DR. MOCK WAS VOTED UNANIMOUSLY AS VICE CHAIR.

25. The meeting was adjourned at 3:10 p.m. by Dr. Branaman.