

BOARD OF PSYCHOLOGY
Professional and Vocational Licensing Division
Department of Commerce and Consumer Affairs
State of Hawaii

MINUTES OF MEETING

The agenda for this meeting was filed with the Office of the Lieutenant Governor, as required by § 92-7(b), Hawaii Revised Statutes (“HRS”).

Date: September 3, 2021

Time: 1:30 p.m.

Place: Virtual Videoconference Meeting – Zoom Webinar
(use link below)
<https://dcca-hawaii-gov.zoom.us/j/98853714395>

Present: Sherry Sutherland-Choy Psy.D., Chair
Marty Oliphant, Vice Chair
Don Pedro, Psy.D., Member
James Spira, Member, Ph.D., Member
Christopher Fernandez Executive Officer (“EO”)
Susan A. Reyes, Secretary
Daniel Jacob, Esq. Deputy Attorney General (“DAG”)
Kawehionapua Mau, Secretary (Technical Support)
LaJoy Lindsay, Secretary (Technical Support)

Excused: Jill Oliveira Gray, Ph.D., Member

Guests: Risé Doi, EO

Call to Order: Chair Sutherland-Choy provided information to the public on how to participate if they wanted to provide testimony. They were also informed that testimonies will be limited to five minutes.

Chair Sutherland-Choy confirmed by roll call that she, Vice Chair Oliphant, Drs. Pedro and Spira were present with Dr. Oliveira Gray as excused. With roll call complete Chair Sutherland-Choy brought the meeting to order at 1:43 p.m.

Chair Sutherland-Choy asked if there was any public person who wished to provide oral testimony on the agenda items; there was none.

Review and Approval of Meeting Minutes:

Chair Sutherland-Choy asked members if there were any changes to the open session and executive meeting minutes for July 2, 2021, to which there were none.

It was motioned by Dr. Pedro, seconded by Vice Chair Oliphant, and by roll call vote, members present voted unanimously to approve the open session and executive meeting minutes for July 2, 2021 as is.

Executive Officer's
Report:

EO Fernandez briefed the Board that from the last meeting there was one EPPP exam attempt and fail.

EO Fernandez stated that there were no disciplinary actions up to July 2021.

Regulated Industries
Complaints Office
("RICO") : Advisory
Committee Members:

Executive Session: Chair Sutherland-Choy announced that the Board will go into executive session at 1:48 p.m. to consider and evaluate personal information relating to individuals applying for professional or vocational licenses in accordance with HRS §92-5(a)(1), and to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, immunities and liabilities in accordance with HRS §92-5(a)(4).

Dr. Spira motioned to go into executive session, which was seconded by Dr. Pedro, and unanimously carried by roll call vote of all members present.

EXECUTIVE SESSION

At 1:55 p.m., it was moved by Dr. Spira, seconded Vice Chair Oliphant, and unanimously carried by roll call vote to return to open session.

It was moved by Vice Chair Oliphant, seconded by Dr. Spira, and by roll call vote of all members present, it was unanimously carried to approve the advisory committee members list.

Applications:

Executive Session: Chair Sutherland-Choy announced that the Board will go into executive session at 1:58 p.m. to consider and evaluate personal information relating to individuals applying for professional or vocational licenses in accordance with HRS §92-5(a)(1), and to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, immunities and liabilities in accordance with HRS §92-5(a)(4).

Dr. Spira motioned to go into executive session, which was seconded by Dr. Pedro, and unanimously carried by roll call vote of all members present.

EXECUTIVE SESSION

At 2:46 p.m., it was moved by Vice Chair Oliphant, seconded by Dr. Pedro, and unanimously carried by roll call vote to return to open session.

Applications:
(Continued)

a. Board Review

Examination

Alysia Handel
Gigi Servis

Upon a motion by Vice Chair Oliphant, seconded by Dr. Spira, the Board voted unanimously by roll call vote to approve the applications of Drs. Handel and Servis, pursuant to HRS §465-7.

Examination Waiver

Lisa Hancock
Brian Imber
Patricia Taylor

Upon a motion by Vice Chair Oliphant, seconded by Dr. Pedro, the Board voted unanimously by roll call vote to defer the applications of Drs. Hancock, Imber, and Taylor, pursuant to HRS §465-7 and HRS §465-10.

Carol Skinner
Michelle Carcel

Upon a motion by Vice Chair Oliphant, seconded by Dr. Pedro, the Board voted unanimously by roll call vote to approve the applications of Drs. Skinner and Carcel, pursuant to HRS §465-7 and HRS §465-10.

Senior Psychologist

Barbara Kalmanson

Upon a motion by Dr. Spira, seconded by Vice Chair Oliphant, the Board voted unanimously by roll call vote to defer the application of Dr. Kalmanson, pursuant to HRS §465-7.

Temporary Permit

Maria Starapoli-Hafner

Per Chair Sutherland-Choy, Dr. Starapoli-Hafner will not be reviewed at this time.

b. Ratification List

PSY-1930	Alicia J. Doman	Exam
PSY-1931	Erika SY Steinwand	Exam
PSY-1932	Nicolette de Sumrak-Messina	Exam Waiver
PSY-1933	Krystle L. Berkoski	National Register
PSY-1934	Erica P. Simon	National Register

Upon a motion by Vice Chair Oliphant, seconded by Dr. Pedro, the Board voted unanimously by roll call vote to ratify the applications noted above, pursuant to HRS §465-7.

Administrative
Updates:

Chair Sutherland-Choy asked if there were any public persons wishing to provide oral testimony; there was none.

- a. The Board to continue discussion of application forms, requirements, review procedures, and updates administrative delegations pursuant to Chapter 436B Section 8, Hawaii Revised Statutes.

EO Fernandez informed the Board that he is in the process of making further changes to the license application forms including the application instructions, application forms, and internship/post-doc verification forms. He noted some of the changes to the forms would include:

- 1) Personal Email address request on the application form. This way the licensing clerk and Board can respond directly with the applicant to proactively reach out to the applicant without having to wait for them to contact the Board by phone or email.
- 2) Updated instructions for the supervisor imbedded in the internship and postdoctoral verification forms, which provides a bit more detail about how to complete the form and the required signed affidavit attachment.
- 3) The instructions for both application forms will be updated to reflect current information, and to attempt to make requirements and the process clearer.

He also added that he may need to make additional changes that streamline applications.

Chair Sutherland-Choy asked the Board if they had any concerns, additions, or comments on the application forms.

Dr. Spira said he liked what EO Fernandez had done so far.

EO Fernandez thanked the Board and said that he will be finalizing these forms to be included in the online application form packet.

Chair Sutherland-Choy recessed the meeting at 2:58 p.m. and reconvened at 3:01 p.m.

It was motioned by Dr. Spira, seconded by Vice Chair Oliphant, and by roll call vote of all members present, unanimously carried to approve the changes to the forms.

EO Fernandez then informed the Board that while it had approved a delegation for him to approve certain examination and examination waiver applications that are deemed ministerial (see meeting minutes for December 2020), it did not provide the same delegation for temporary permits. He stated that since the end of the exemptions for psychologist in the Governor's Emergency Proclamations on August 6, 2021, he has seen an increase of questions regarding temporary permits by out-of-state practitioners who are not licensed in Hawaii. EO Fernandez asked the Board if they would also authorize a delegation for the approval of certain temporary permits. This would allow those practitioners whose applications would be considered ministerial to not have to wait until a Board meeting for approval.

After due consideration of the circumstances and information presented by EO Fernandez, with regards to the approval of Temporary Permits, and pursuant to the authority provided by HRS §436B-8, Dr. Pedro made a motion to delegate to the Executive Officer the non-discretionary decision to approve said applications when the summary of duties attached to the Internship Verification and the Postdoctoral Experience Verification Forms clearly indicates the internship and postdoctoral experience were completed in the field of psychology. The Motion was seconded by Vice Chair Oliphant, and unanimously approved by all members present in a roll call vote.

- b. The Board will begin planning and preparing for rule revisions for Hawaii Administrative Rules ("HAR") §16-98.

After a brief discussion, the Board acknowledged that due to the need to update rules within HAR §16-98, and the limited time during meetings for such complex conversations, that it should create a permitted interaction group or ("PIG") to allow up to 3 members of the Board to meet outside of meetings to discuss and develop amendments to HAR §16-98. The motion was made by Vice Chair Oliphant to create a PIG, pursuant to HRS §92-2.5(b), and to have the following Board members assigned to the group:

- Dr. James Spira

- Dr. Jill Oliveira Gray
- Chair Sherry Sutherland-Choy

The motion was seconded by Dr. Spira, and approved unanimously by roll call vote of all members present.

Next Meeting: November 5, 2021
1:30 p.m.

Adjournment: There being no further business to discuss, the meeting was adjourned by Chair Sutherland-Choy 3:18 p.m.

Reviewed and approved by:

Taken and recorded by:

/s/ Christopher Fernandez
Christopher Fernandez

/s/ Susan A. Reyes
Susan A. Reyes

CF:sar

9/30/21

[x] Minutes approved as is.