

1 **LICENSURE COMMITTEE MEETING TELECONFERENCE**

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3 NOTE: Pursuant to the provisions of Governor Gavin Newsom's Executive Order N-29-
4 20, dated March 17, 2020, neither Committee member locations nor a public meeting
5 location were provided.

6
7 **Thursday, January 7, 2021**

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9 **Members Present**

10 Mary Harb Sheets, PhD, Chair
11 Julie Nystrom, Public Member
12 Lea Tate, PsyD

13
14 **Members Absent**

15 None

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17 **Legal Counsel**

18 Will Maguire

19
20 **Board Staff Present**

21 Antonette Sorrick, Executive Officer
22 Stephanie Cheung, Licensing Manager
23 Jason Glasspiegel, Central Services Manager
24 Sandra Monterrubio, Enforcement Program Manager
25 Mai Xiong, Licensing/BreEZe Coordinator
26 Lavinia Snyder, Examination Coordinator
27 Liezel McCockran, Continuing Education and Renewals Coordinator

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Thursday, January 7, 2021

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32 **Agenda Item #1: Call to Order/Roll Call/Establishment of a Quorum**

33 Mary Harb Sheets, PhD, Chairperson, called the open session meeting to order at
34 10:04 a.m. A quorum was present and due notice had been sent to all interested
35 parties.

36 **Agenda Item #2: Public Comment for Items Not on the Agenda. Note: The**
37 **Committee May Not Discuss or Take Action on Any Matter Raised During this**
38 **Public Comment Section, Except to Decide Whether to Place the Matter on the**
39 **Agenda of a Future Meeting [Government Code sections 11125 and 11125.7(a)].**

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41 Dr. Harb Sheets called for public comment.

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43 No Committee question or public comment was given.

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Agenda Item #3: Chairperson’s Welcome and Opening Remarks

Dr. Harb Sheets welcomed Julie Nystrom, newly appointed Board Member replacing Seyron Foo, Board President, as a member of the Licensure Committee.

Agenda Item #4: Discussion and Possible Approval of the Licensure Committee Meeting Minutes: May 15, 2020

Ms. Nystrom commented that since she was not appointed to the Board during the May 15, 2020 Licensure Committee meeting, she will abstain from voting.

No further Committee comment was given.

It was M(Tate)/S(Harb Sheets)/C to adopt the May 15, 2020 Licensure Committee meeting minutes.

Dr. Harb Sheets called for Committee discussion and public comment.

No Committee or public comment was given.

Votes: 2 ayes (Harb Sheets, Tate), 1 abstain (Nystrom), 0 noes

Agenda Item #5: Projects on hold due to Limited Staffing Resources

- a) **Informational Resources for Supervisors**
- b) **Co-host a Stakeholder Meeting on Informing Consumers Regarding the Respective Roles of a Licensed Psychologist, Licensed Educational Psychologist, and Individuals Holding a Credential with a Specialization in School Psychology**

Ms. Cheung stated that the projects listed under this item were delegated from the Board to staff at the September 2019 Licensure Committee meeting. Ms. Cheung provided a brief background summary of each project.

Ms. Cheung explained that due to limited staffing resources, the projects will be on hold until further notice.

Public Comment:

Jo Linder-Crow, PhD, California Psychological Association (CPA), asked for clarifications whether limited staffing resources means a shortage of staff or an exception due to staff working remotely.

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88 Ms. Sorrick responded that it is both, as the Board had to remove two temporary staff
89 due to budget concerns.
90

91 **Agenda Item #6: Update on Waivers**

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93 Ms. Cheung provided an overview of the Department of Consumer Affairs (DCA) and
94 Board's approved waivers as of December 14, 2020.
95

96 Public Comments:
97

98 Colleen Kennedy, PhD, asked how Examination for Professional Practice in Psychology
99 (EPPP) candidates are notified about the waivers. Ms. Cheung responded that the
100 Board identifies the impacted candidates who fall within the specified timeframe
101 regarding their scheduled expiration date of their application. The Board notifies the
102 candidates of the revised exam eligibility end date by email.
103

104 Discussion ensued regarding inadequate time for notification of the waiver to extend
105 exam eligibility to take or retake the EPPP. Dr. Harb Sheets suggested Dr. Kennedy
106 send an email to the general licensing inbox for further assistance regarding her specific
107 questions on her application.
108

109 Karin Nilsson, PhD, Coordinator of Postdoctoral Training at UC Davis Student Health
110 and Counseling Services, stated that the UC Davis campus is still providing services
111 remotely and inquired when to expect an extension to the in-person face-to-face
112 supervision waiver.
113

114 Ms. Sorrick responded that this specific waiver was maintained by the Department of
115 Consumer Affairs and continued to explain that in the past, the extension approval
116 usually happens up to one to two weeks prior to the expiration date of the waiver. Ms.
117 Sorrick recommended Ms. Nilsson continue to check back for extension approval when
118 it gets closer to the expiration date of the waiver.
119

120 Discussion ensued regarding concerns and the impact to students if the in-person face-
121 to-face supervision waiver is not extended in a timely manner.
122

123 Krystal McCullough, PsyD, asked if the Board would consider waiving the California
124 Psychology Laws and Ethics Examination (CPLÉE) due to financial strain and delay of
125 exam scheduling because of the pandemic. Dr. Harb Sheets responded that more
126 information about the CPLÉE will be discussed in Agenda Item #10 and asked Ms.
127 Cheung to provide further information since this question has been raised in the past.
128

129 Ms. Cheung stated that there were similar public comments offered about waiving the
130 examination in a previous meeting. However, such waiver is not available, and she
131 encouraged the public to continue checking back for additional information.
132

133 Dr. Long, owner and operator of a Southern California practice, stated her unsuccessful
134 experience in contacting the Board and questioned if the Board is taking any actions to
135 decrease the application processing timeframes.

136
137 Ms. Cheung stated that the lengthened application processing timeframes is due to
138 budgetary concerns as previously mentioned and explained that staff are doing the best
139 they can with the resources available at this time.

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141 No further public comment was given.

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143 **Agenda Item #7: Licensing Report**

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145 Ms. Xiong provided this report.

146
147 Ms. Xiong brought attention to Attachment B in the meeting materials and commented
148 that the significant increase in the volume of open Initial Application for Licensure as a
149 Psychologist in October and November of 2020 is due to the two Department of
150 Consumer Affairs (DCA) issued waivers (DCA-20-66 and DCA-20-78), which provide a
151 one-time 6-month extension for candidates as specified to take or retake an
152 examination from the expiration date of their application.

153
154 No Committee discussion or public comment was given.

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156 **Agenda Item #8: Continuing Education and Renewals Report**

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158 Ms. McCockran presented the continuing professional development goal from the
159 strategic plan. Ms. McCockran reported that all five Board members were audited and
160 passed.

161
162 Ms. McCockran provided the Continuing Education Audit and Renewal statistics.

163
164 No Committee discussion or public comment was given.

165
166 **Agenda Item #9: Examination Report**

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168 **a) Subject Matter Expert (SME) – Demographic Data**

169
170 Ms. Snyder provided background information on SME selection for the CPLEE
171 development program and SME demographic data for the Fiscal Year 2019/2020.

172
173 Public Comment:

174
175 Dr. McCullough asked to define SME. Ms. Snyder responded that SMEs are qualified
176 licensees, who attend the yearly examination development workshops to help develop
177 the CPLEE for the Board.

178

179 **b) Examination Candidate Statistics**

180
181 As a result of the COVID-19 pandemic, Ms. Snyder described the reasons for
182 examination delays proctored by the vendors Pearson VUE and Psychological Services,
183 Inc. (PSI). These included exam scheduling/rescheduling issues and exam facility
184 shutdowns. Ms. Snyder also spoke about the statistics for approved candidates and
185 exams that have been taken for both EPPP and CPLEE from January 2020 through
186 November 2020.

187
188 Public Comment:

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190 Dr. McCullough commented that she is on the Board's email list. However, she thinks
191 that the Board is not efficient with providing information of exam availability due to the
192 impact of COVID to the respective exam candidates.

193
194 **c) Review, Consider and Possible Action on Draft Regulatory Language to**
195 **Increase the California Psychology Law and Ethics Exam (CPLEE) Fee –**
196 **Proposed Amendments to Title 16 of the California Code of Regulations**
197 **Section 1392(b)**

198
199 Ms. Snyder stated that the CPLEE exam fee is intended to cover cost to the Board for
200 the development and administration of the CPLEE. Ms. Snyder continued to provide
201 background information on the exam fees and shared the concerns that the Board has
202 been subsidizing the costs for the CPLEE in the past three fiscal years. Ms. Snyder
203 mentioned that a spreadsheet containing the cost comparison of CPLEE income and
204 expenditure in the last three years was provided as part of the meeting materials.

205
206 Ms. Sorrick clarified that the Board used to offer two different exams per year but it
207 changed to four different exams per year so candidates could retake the exam without
208 having to wait a long period of time which increased the cost to the Board.

209
210 Dr. Harb Sheets questioned if there was a different vendor that used to administer the
211 CPLEE.

212
213 Ms. Sorrick responded that it is the same vendor but with a new contract.

214
215 Dr. Tate suggested data be analyzed more often in the future to allow fees to be
216 increased incrementally by lower amounts rather than by large amounts.

217
218 Ms. Nystrom questioned if there has been any effort to streamline the process of
219 managing the exam or other options for consideration, such as reducing administrative
220 costs, so the CPLEE exam fee increase will be less significant given the pandemic
221 issues and setbacks.

222
223 Ms. Sorrick responded that the Board can consider offering the CPLEE less in the
224 interim due to budgetary concerns. However, Ms. Sorrick stated she is hesitant to do so
225 because of the possible impact that it would delay candidates becoming licensed.

226
227 Dr. Harb Sheets asked Ms. Sorrick about the regulatory process if the Committee
228 should decide to recommend increasing the CPLEE exam fee to the Board.
229
230 Ms. Sorrick confirmed that upon the Committee's recommendation, the
231 recommendation will go to the following Board meeting for discussion. If the Board
232 approved the Committee's recommendation, then the regulatory process could begin.
233 Ms. Sorrick explained that the regulatory process can be quite lengthy, and the CPLEE
234 exam increase may not be effective for at least another two or three years.
235
236 Dr. Harb Sheets asked, since it would take approximately three years to amend the
237 regulations, would the proposed fee increase to \$235.20 be an adequate number to
238 compensate for any potential fee increased by the vendor.
239
240 Ms. Sorrick asked Ms. Snyder to clarify the length of the contracts with the exam
241 vendors to assist with the proposed exam fee increase analysis. Ms. Snyder stated that
242 she believes it is a three-year contract signed with PSI.
243
244 Discussion ensued regarding the breakdown of exam cost in July of 2021 with the
245 anticipated 10% exam cost increase from PSI.
246
247 Public Comment:
248
249 Dr. McCullough commented that the high exam fee increase should be an additional
250 reason to waive the CPLEE during the global pandemic.
251
252 No further public comment was given.
253
254 It was M(Tate)/S(Harb Sheets)/C to recommend staff to draft regulatory language to
255 increase the CPLEE exam fee and bring it to the full Board.
256
257 Votes: 2 ayes (Harb Sheets, Tate), 1 abstain (Nystrom), 0 noes
258
259 Ms. Sorrick asked the Committee, in preparation for the Board meeting, if there are any
260 additional items to support the Committee's recommendation that may be helpful to the
261 discussion with the Board.
262
263 Dr. Harb Sheets responded that due to the extended timeframe between the last exam
264 fee increase to the current consideration of an exam fee increase, it would be helpful to
265 share with the Board members the history of exam fee increases for background. Dr.
266 Harb Sheets stated that it may also be helpful to include a potential option to reduce the
267 exam fee increase and offering fewer versions of the exam per year.
268
269 **Agenda Item #10: Discuss California Psychology Law and Ethics Exam (CPLEE)**
270 **Online Administrations**
271

272 Dr. Harb Sheets provided background information regarding an exam candidate's
273 request for the Board to consider offering the CPLEE online due to COVID-19.

274
275 Dr. Harb Sheets asked if the Committee members have any feedback after reading the
276 memo provided as an attachment from Tracy Montez, PhD, Chief, Division of Programs
277 and Policy Review.

278
279 Ms. Nystrom stated that she does not have any concerns with the Board's
280 recommendation to not pursue online administrations at this time and questioned if
281 there are any other states that offer the CPLEE or similar examinations online.

282
283 Dr. Harb Sheets replied that from her participation in a web conference hosted by the
284 Association of State and Provincial Psychology Boards (ASPPB), with approximately 30
285 states represented, the consideration of security concerns was discussed and none of
286 them had gone to an online administration.

287
288 Dr. Tate agreed that the security concerns seem very significant.

289
290 Public Comments:

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292 Dr. McCullough explained that she did not feel safe when she recently took the CPLEE
293 and stated that the test should be waived.

294
295 Dr. Montez commented that as a result of the COVID-19 pandemic, PSI has
296 implemented safety and health protocols.

297
298 Dr. Harb Sheets stated that while the Board's mission statement includes "supporting
299 the evolution of the profession," the Board's primary mission is consumer protection.
300 Additionally, the health and safety of applicants must also be a consideration.

301
302 No Committee discussion and no public comment was given.

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304 **Agenda Item #11: Consideration and Possible Action on Guidelines for Board**
305 **Meetings Materials Relating to Extension Requests**

306
307 At the July 2020 Board meeting, Dr. Phillips raised the question of how much and which
308 supporting documents are being included with the meeting materials during the review
309 of extension requests.

310
311 Dr. Harb Sheets directed staff to add the discussion and development of a guideline
312 regarding the types of documentation to be included in the Board meeting materials.

313
314 Discussion ensued as to which supporting documents listed on the memo would be
315 necessary for the decision-making process.

316

317 Dr. Harb Sheets suggested not to provide any supporting documentation with the
318 extension request to the Board meeting in order to maintain a greater degree of
319 confidentiality. Dr. Harb Sheets continued to explain that information would be available
320 if any of the Board member should request for it.

321
322 It was M(Tate)/S(Nystrom)/C to recommend to the Board that the public extension
323 request packet will include the extension request letter/email and the letters of support
324 with the appropriate redaction.

325
326 No Committee discussion and no public comment was given.

327
328 Votes: 3 ayes (Harb Sheets, Nystrom, Tate), 0 noes

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330 **Agenda Item #12: Recommendations for Agenda Items for Future Licensure**
331 **Committee Meetings. Note: The Committee May Not Discuss or Take Action on**
332 **Any Matter Raised During this Public Comment Section, Except to Decide**
333 **Whether to Place the Matter on the Agenda of a Future Meeting [Government**
334 **Code sections 11125 and 11125.7(a)].**

335
336 Dr Harb Sheets asked the public if there were any recommendations for agenda items
337 for future Committee meetings.

338
339 Dr. McCullough requested for the Board's consideration to waive the CPLEE.

340
341 Dr. Daniel Szuhay, a recent licensee of the Board, stated that he felt that the
342 examination is important and passing the exam is evidence of a licensee understanding
343 the laws and ethics required to protect consumers in the field of psychology.

344
345 Dr. Nilsson questioned the Board's timeline regarding consideration to adopt the EPPP
346 Part 2.

347
348 Dr. Harb Sheets responded that the Task Force members have been monitoring the
349 EPPP Part 2 and they will bring additional information to the full Board for discussion.

350
351 Ms. Sorrick commented on the regulatory process if the Board decided to adopt the
352 EPPP Part 2.

353
354 Dr. Kennedy questioned if the Board is concerned about ASPPB developing an exam
355 that consistently has less than a 50% pass rate.

356
357 Dr. Harb Sheets replied that the Board monitors the passing rate carefully and stated
358 that there has not been a concern. Dr. Harb Sheets further explained that when looking
359 at the passing rate, it is important to consider the breakdown of first-time test takers vs.
360 retakes, schools, and background information.

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362 No further Committee discussion or public commented was given.

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CLOSED SESSION

Agenda Item #13: The Board will Meet in Closed Session Pursuant to Government Code Section 11126(c)(2) to Discuss and Consider Qualifications for Licensure.

The Committee entered closed session at 12:30 p.m.

OPEN SESSION

The Board returned to open session at 2:30 p.m.

ADJOURNMENT

The Committee adjourned at 2:30 p.m.