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**TELECONFERENCE/VIRTUAL MEETING  
PSYCHOLOGY EXAMINING BOARD  
Room N206, 4822 Madison Yards Way, Madison  
Contact: Tom Ryan (608) 266-2112  
November 28, 2018**

*Notice: The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions and deliberations of the Board.*

**AGENDA**

**9:00 A.M.**

**OPEN SESSION – CALL TO ORDER – ROLL CALL**

- A. Adoption of Agenda (1-3)**
- B. Approval of the Minutes of September 18, 2018 (4-5)**
- C. Administrative Matters– Discussion and Consideration**
  - 1. Staff and Administrative Updates
  - 2. Board Members – Term Expiration Date
    - a. Rebecca Anderson – 7/1/2018
    - b. Marcus Desmonde – 7/1/2021 (*Reappointed, not yet confirmed*)
    - c. Christopher Gultch – 7/1/2018
    - d. Daniel Schroeder – 7/1/2019 (*Reappointed, not yet confirmed*)
    - e. Peter Sorce – 7/1/2020
    - f. David Thompson – 7/1/2022 (*Reappointed, not yet confirmed*)
- D. Legislation and Administrative Rule Matters – Discussion and Consideration (6-7)**
  - 1. Psy 4, Relating to Audit, Renewal, and Reinstatement
  - 2. Updates on Legislation and Pending or Possible Rulemaking Projects
- E. Speaking Engagements, Travel, or Public Relation Requests – Discussion and Consideration**
  - 1. Travel Report: Peter Sorce – 2018 Association of State and Provincial Psychology Boards (ASPPB) Annual Meeting on October 17–21, 2018 in Salt Lake City, UT
- F. Deliberation on Items Added After Preparation of Agenda**
  - 1. Introductions, Announcements and Recognition
  - 2. Election of Board Officers
  - 3. Appointment of Board Liaisons
  - 4. Administrative Matters
  - 5. Education and Examination Matters

6. Credentialing Matters
7. Practice Matters
8. Legislation/Administrative Rule Matters
9. Liaison Reports
10. Informational Items
11. Division of Legal Services and Compliance (DLSC) Matters
12. Presentations of Petitions for Summary Suspension
13. Petitions for Designation of Hearing Examiner
14. Presentation of Proposed Stipulations, Final Decisions and Orders
15. Presentation of Proposed Final Decisions and Orders
16. Presentation of Interim Orders
17. Petitions for Re-Hearing
18. Petitions for Assessments
19. Petitions to Vacate Orders
20. Requests for Disciplinary Proceeding Presentations
21. Motions
22. Petitions
23. Appearances from Requests Received or Renewed
24. Speaking Engagements, Travel, or Public Relation Requests

**G. Public Comments**

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).**

**H. Deliberation on DLSC Matters**

1. **Proposed Stipulations, Final Decisions and Orders (8-13)**
  - a. 17 PSY 002 – Paul E. Hesse, Ph.D.

**I. Consulting with Legal Counsel**

**J. Deliberation on Items Received After Preparation of the Agenda**

1. Education and Examination Matters
2. Credentialing Matters
3. DLSC Matters
4. Monitoring Matters
5. Professional Assistance Procedure (PAP) Matters
6. Petitions for Summary Suspensions
7. Petitions for Designation of Hearing Examiner
8. Proposed Stipulations, Final Decisions and Order
9. Administrative Warnings
10. Review of Administrative Warnings
11. Proposed Final Decisions and Orders
12. Matters Related to Costs/Orders Fixing Costs
13. Case Closings

14. Proposed Interim Orders
15. Petitions for Assessments and Evaluations
16. Petitions to Vacate Orders
17. Remedial Education Cases
18. Motions
19. Petitions for Re-Hearings
20. Appearances from Requests Received or Renewed

**RECONVENE INTO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

- K.** Vote on Items Considered or Deliberated on in Closed Session, If Voting is Appropriate
- L.** Open Session Items Noticed Above Not Completed in the Initial Open Session

**ADJOURNMENT**

**NEXT SCHEDULED MEETING: JANUARY 9, 2019**

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MEETINGS AND HEARINGS ARE OPEN TO THE PUBLIC, AND MAY BE CANCELLED WITHOUT NOTICE.

Times listed for meeting items are approximate and depend on the length of discussion and voting. All meetings are held at 4822 Madison Yards Way, Madison, Wisconsin, unless otherwise noted. In order to confirm a meeting or to request a complete copy of the board's agenda, please call the listed contact person. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of disciplinary hearings may be changed by the examiner for the convenience of the parties. Interpreters for the hearing impaired provided upon request by contacting the Affirmative Action Officer, 608-266-2112.

**TELECONFERENCE/VIRTUAL  
PSYCHOLOGY EXAMINING BOARD  
MEETING MINUTES  
SEPTEMBER 18, 2018**

**PRESENT:** Rebecca Anderson, Ph.D. (*via teleconference*), Christopher Gultch (*via teleconference*), Daniel Schroeder, Ph.D. (*via teleconference*), and Peter Sorce

**EXCUSED:** Marcus Desmonde, Ph.D., and David Thompson, Ph.D.

**STAFF:** Tom Ryan, Executive Director; Sharon Henes, Administrative Rules Coordinator; Kate Stolarzyk, Bureau Assistant; and other Department Staff

**CALL TO ORDER**

Daniel Schroeder, Chair, called the meeting to order at 9:04 a.m. A quorum of four (4) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Peter Sorce moved, seconded by Rebecca Anderson, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MEETING MINUTES OF AUGUST 21, 2018**

**MOTION:** Rebecca Anderson moved, seconded by Christopher Gultch, to approve the minutes of August 21, 2018 as published. Motion carried unanimously.

**LEGISLATION AND ADMINISTRATIVE RULE MATTERS**

**Psy 2, Relating to Discrimination Based on Arrest or Conviction Record (Act 278)**

**MOTION:** Peter Sorce moved, seconded by Rebecca Anderson, to approve the Scope Statement revising Psy 2, relating to Discrimination Based on Arrest or Conviction Record, for submission to the Department of Administration and Governor's Office and for publication. Additionally, the Board authorizes the Chair to approve the Scope Statement for implementation no less than 10 days after publication. Motion carried unanimously.

**Update on Legislation and Pending and Possible Rulemaking Projects**

**MOTION:** Christopher Gultch moved, seconded by Peter Sorce, to appoint Daniel Schroeder and Rebecca Anderson to provide comments relating to licensure requirements on behalf of the Psychology Examining Board to the DSPS Behavioral Health Review Committee. Motion carried unanimously.

**SPEAKING ENGAGEMENT(S), TRAVEL, OR PUBLIC RELATION REQUEST(S)**

**Consider Attendance at the 2018 Association of State and Provincial Psychology Boards (ASPPB) Annual Meeting on October 17-21, 2018 in Salt Lake City, UT**

**MOTION:** Rebecca Anderson moved, seconded by Christopher Gultch, to designate Peter Sorce, as the Board's delegate, to attend the 2018 Association of State and Provincial Psychology Boards (ASPPB) Annual Meeting on October 17-21, 2018 in Salt Lake City, Utah and to authorize travel. Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Peter Sorce moved, seconded by Rebecca Anderson, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:03 a.m.

**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

|                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                             |                                                                                                                                                                                                                                              |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>1) Name and Title of Person Submitting the Request:</b><br>Sharon Henes<br>Administrative Rules Coordinator                                                                                                                                                                                                                                                                                    |                                                                                                                             | <b>2) Date When Request Submitted:</b><br>19 November 2018<br>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting                                                   |  |
| <b>3) Name of Board, Committee, Council, Sections:</b><br>Psychology Examining Board                                                                                                                                                                                                                                                                                                              |                                                                                                                             |                                                                                                                                                                                                                                              |  |
| <b>4) Meeting Date:</b><br>28 November 2018                                                                                                                                                                                                                                                                                                                                                       | <b>5) Attachments:</b><br><input type="checkbox"/> Yes<br><input type="checkbox"/> No                                       | <b>6) How should the item be titled on the agenda page?</b><br>Legislative and Administrative Rule Matters<br>1. Psy 4 Relating to Audit, Renewal and Reinstatement<br>2. Updates on Legislation and Pending or Possible Rulemaking Projects |  |
| <b>7) Place Item in:</b><br><input type="checkbox"/> Open Session<br><input type="checkbox"/> Closed Session                                                                                                                                                                                                                                                                                      | <b>8) Is an appearance before the Board being scheduled?</b><br><input type="checkbox"/> Yes<br><input type="checkbox"/> No | <b>9) Name of Case Advisor(s), if required:</b>                                                                                                                                                                                              |  |
| <b>10) Describe the issue and action that should be addressed:</b>                                                                                                                                                                                                                                                                                                                                |                                                                                                                             |                                                                                                                                                                                                                                              |  |
| <b>11) Authorization</b>                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                             |                                                                                                                                                                                                                                              |  |
| <i>Sharon Henes</i>                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                             | <i>11/19/18</i>                                                                                                                                                                                                                              |  |
| Signature of person making this request                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                             | Date                                                                                                                                                                                                                                         |  |
| Supervisor (if required)                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                             | Date                                                                                                                                                                                                                                         |  |
| Executive Director signature (indicates approval to add post agenda deadline item to agenda)                                                                                                                                                                                                                                                                                                      |                                                                                                                             | Date                                                                                                                                                                                                                                         |  |
| <b>Directions for including supporting documents:</b><br>1. This form should be attached to any documents submitted to the agenda.<br>2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director.<br>3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting. |                                                                                                                             |                                                                                                                                                                                                                                              |  |

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TEXT OF RULE

SECTION 1. Psy 4.017 is created to read:

**Psy 4.017 Late Renewal and Reinstatement. (1) GENERAL.** A person renewing an expired license may not reapply for a license using the initial application process.

**(2) RENEWAL WITHIN 5 YEARS.** A person renewing the license within 5 years shall do all of the following:

- (a) Pay the renewal fee as determined by the department under s. 440.03 (9) (a), Stats., and any applicable late renewal fee.
- (b) Certify the completion of 30 hours of continuing education during the last biennium.

**(3) RENEWAL AFTER 5 YEARS.** This subsection does not apply to license holders who have unmet disciplinary requirements. A person renewing the license after 5 years shall do all of the following:

- (a) Pay the renewal fee as determined by the department under s. 440.03 (9) (a), Stats., and the renewal late fee.
- (b) Evidence of one of the following:

- 1. An active credential in good standing in another state.
- 2. Completion of 80 hours of approved continuing education, including 12 hours of ethics, risk management, or jurisprudence, within the preceding 2 years.

**(4) REINSTATEMENT.** A person who has unmet disciplinary requirements and failed to renew the license within 5 years or whose license has been surrendered or revoked may apply to have the license reinstated in accordance with all of the following:

- (a) Evidence of completion of the requirements in sub. (3) if the license has not been active within 5 years.
- (b) Evidence of completion of the disciplinary requirements, if applicable.
- (c) Evidence of rehabilitation or change in circumstances warranting reinstatement.

SECTION 2. Psy 4.05 (2) is amended to read:

**Psy 4.05 (2)** ~~The board may conduct a random audit of licensees on a biennial basis for compliance with continuing education requirements.~~ The board may conduct an audit on any licensee who has ~~come under investigation by the board for alleged misconduct~~ a complaint made against the licensee.

SECTION 3. Psy 4.06 is repealed.

SECTION 4. EFFECTIVE DATE. The rules adopted in this order shall take effect on the first day of the month following publication in the Wisconsin Administrative Register, pursuant to s. 227.22 (2) (intro.), Stats.

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(END OF TEXT OF RULE)

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