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**HYBRID (IN-PERSON/VIRTUAL)**  
**PSYCHOLOGY EXAMINING BOARD**  
**Room N208, 4822 Madison Yards Way, 2<sup>nd</sup> floor, Madison**  
**Contact: Brad Wojciechowski (608) 266-2112**  
**July 30, 2025**

*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 record of the actions of the Board.*

**AGENDA**

**9:00 A.M.**

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

**A. Adoption of Agenda (1-3)**

**B. Approval of Minutes of May 28, 2025 (4-6)**

**C. Reminders: Conflicts of Interest, Scheduling Concerns**

**D. Introductions, Announcements and Recognition**

**E. Administrative Matters**

1. Department, Staff and Board Updates
2. Board Members – Term Expiration Dates
  - a. Christianson, Heidi F. – 7/1/2029
  - b. Greene, John N. – 7/1/2027
  - c. Schroeder, Daniel A. – 7/1/2019
  - d. Small, John – 7/1/2028
  - e. Sorce, Peter I. – 7/1/2020
  - f. Thompson, David W. – 7/1/2022

**F. Legislative and Policy Matters – Discussion and Consideration**

**G. Administrative Rule Matters – Discussion and Consideration (7)**

1. Pending and possible rulemaking projects

**H. APPEARANCE: Mariann Burnett-Atwell, CEO – Association of State and Provincial Psychology Boards (8-20)**

**I. Speaking Engagements, Travel, or Public Relation Requests, and Reports – Discussion and Consideration (21)**

1. Travel Request: ASPPB 65<sup>th</sup> Annual Meeting – October 22-26, 2025 – St. Louis, MO

**J. Education and Examination Matters – Discussion and Consideration**

- K. Deliberation on Items Added After Preparation of Agenda:
1. Introductions, Announcements and Recognition
  2. Nominations, Elections, and Appointments
  3. Administrative Matters
  4. Election of Officers
  5. Appointment of Liaisons and Alternates
  6. Delegation of Authorities
  7. Education and Examination Matters
  8. Credentialing Matters
  9. Practice Matters
  10. Public Health Emergencies
  11. Legislative and Administrative Rule Matters
  12. Liaison Reports
  13. Board Liaison Training and Appointment of Mentors
  14. Informational Items
  15. Division of Legal Services and Compliance (DLSC) Matters
  16. Presentations of Petitions for Summary Suspension
  17. Petitions for Designation of Hearing Examiner
  18. Presentation of Stipulations, Final Decisions and Orders
  19. Presentation of Proposed Final Decisions and Orders
  20. Presentation of Interim Orders
  21. Petitions for Re-Hearing
  22. Petitions for Assessments
  23. Petitions to Vacate Orders
  24. Requests for Disciplinary Proceeding Presentations
  25. Motions
  26. Petitions
  27. Appearances from Requests Received or Renewed
  28. Speaking Engagements, Travel, or Public Relation Requests, and Reports

**L. 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.).**

**M. Deliberation on Division of Legal Services and Compliance (DLSC) Matters**

1. **Administrative Warnings**
  - a. 25 PSY 0012 – N.A.W. **(22-24)**

**N. Deliberation on Division of Legal Services and Compliance (DLSC) Matters**

**O. Deliberation of Items Added After Preparation of the Agenda**

1. Education and Examination Matters
2. Credentialing Matters
3. Deliberation on Division of Legal Services and Compliance (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 Orders
9. Proposed Interim Orders
10. Administrative Warnings
11. Review of Administrative Warnings
12. Proposed Final Decisions and Orders
13. Matters Relating to Costs/Orders Fixing Costs
14. Case Closings
15. Board Liaison Training
16. Petitions for Assessments and Evaluations
17. Petitions to Vacate Orders
18. Remedial Education Cases
19. Motions
20. Petitions for Re-Hearing
21. Appearances from Requests Received or Renewed

P. Consulting with Legal Counsel

**RECONVENE TO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

Q. Vote on Items Considered or Deliberated Upon in Closed Session if Voting is Appropriate

R. Open Session Items Noticed Above Not Completed in the Initial Open Session

**ADJOURNMENT**

**NEXT DATE: SEPTEMBER 3, 2025**

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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 virtually unless otherwise indicated. In-person meetings are typically conducted at 4822 Madison Yards Way, Madison, Wisconsin, unless an alternative location is listed on the meeting notice. In order to confirm a meeting or to request a complete copy of the board's agenda, please visit the Department website at <https://dsps.wi.gov>. The board may also consider materials or items filed after the transmission of this notice. Times listed for the commencement of any agenda item may be changed by the board for the convenience of the parties. The person credentialed by the board has the right to demand that the meeting at which final action may be taken against the credential be held in open session. Requests for interpreters for the hard of hearing, or other accommodations, are considered upon request by contacting the Affirmative Action Officer or reach the Meeting Staff by calling 608-267-7213.

**VIRTUAL/TELECONFERENCE  
PSYCHOLOGY EXAMINING BOARD  
MEETING MINUTES  
MAY 28, 2025**

**PRESENT:** Heidi Christianson, John Greene; Daniel Schroeder, John Small (*excused at 9:47 a.m.*), Peter Sorce, David Thompson

**STAFF:** Brad Wojciechowski, Executive Director; Whitney DeVoe, Legal Counsel; Sofia Anderson, Administrative Rules Coordinator; Tracy Drinkwater, Board Administration Specialist; and other Department Staff

**CALL TO ORDER**

Daniel Schroeder, Chairperson, called the meeting to order at 9:00 a.m. A quorum was confirmed with six (6) members present.

**ADOPTION OF AGENDA**

**MOTION:** Peter Sorce moved, seconded by Heidi Christianson, to adopt the Agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF APRIL 2, 2025**

**MOTION:** David Thompson moved, seconded by John Small, to approve the Minutes of April 2, 2025, as published. Motion carried unanimously.

**PUBLIC HEARING: CLEARINGHOUSE RULE 25-019 PSY 2, RELATING TO  
TEMPORARY PRACTICE**

**MOTION:** John Greene moved, seconded by Peter Sorce, to acknowledge receipt of the Clearinghouse Report and recognize that Legislative Council Staff did not make any comments for Clearinghouse Rule 25-019 (Psy 2), relating to temporary practice. Motion carried unanimously.

**AND,**

**MOTION:** David Thompson moved, seconded by John Greene, to authorize the Chairperson (or in absence of the Chairperson, the highest-ranking officer or longest serving board member in that succession) to approve the Legislative Report and Draft for Clearinghouse Rule 25-019 (Psy 2), relating to temporary practice, for submission to the Governor's Office and Legislature. Motion carried unanimously.

*John Small excused at 9:47 a.m.*

## CLOSED SESSION

**MOTION:** David Thompson moved seconded by Peter Sorce, to 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.). Daniel Schroeder, Chairperson, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Heidi Christianson-yes; John Greene-yes; Daniel Schroeder-yes; Peter Sorce-yes; and David Thompson-yes. Motion carried unanimously.

The Board convened into Closed Session at 9:48 a.m.

## CREDENTIALING MATTERS

### Application Review

#### *C.C.A. – Application Review (IA-392466)*

**MOTION:** Peter Sorce moved, seconded by Heidi Christianson, to issue a three-option letter for application IA-392466 for a Psychologist License. Motion carried. John Greene abstains.

## PROPOSED FINAL DECISION AND ORDERS

### *Keever K. Czapinski, Respondent (DHA Case Number SPS-24-0044/ DLSC Case Number 22 PSY 033)*

**MOTION:** Peter Sorce moved, seconded by John Greene, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order, with Variance, in the matter of disciplinary proceedings against Keever K. Czapinski, Respondent – DHA Case Number SPS-24-0044/ DLSC Case Number 22 PSY 033. Motion carried unanimously.

*(David Thompson recused themselves and left the room for deliberation and voting in the matter concerning Keever K. Czapinski, Respondent, DLSC Case Number DHA Case Number SPS-24-0044/ DLSC Case Number 22 PSY 033.)*

## RECONVENE TO OPEN SESSION

**MOTION:** Peter Sorce moved, seconded by Heidi Christianson, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 10:22 a.m.

## **VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION**

**MOTION:** John Greene moved, seconded by Heidi Christianson, to affirm all motions made and votes taken in closed session. Motion carried unanimously.

*(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)*

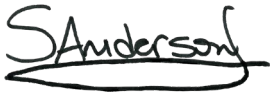
## **ADJOURNMENT**

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

The meeting adjourned at 10:24 a.m.


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

**AGENDA REQUEST FORM**

<b>1) Name and title of person submitting the request:</b> Sofia Anderson, Administrative Rules Coordinator		<b>2) Date when request submitted:</b> 07/18/2025 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
<b>3) Name of Board, Committee, Council, Sections:</b> Psychology Examining Board			
<b>4) Meeting Date:</b> July 30, 2025	<b>5) Attachments:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>6) How should the item be titled on the agenda page?</b> Administrative Rules Matters – Discussion and Consideration: 1. Pending and possible rulemaking projects	
<b>7) Place Item in:</b> <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session		<b>8) Is an appearance before the Board being scheduled?</b> <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>9) Name of Case Advisor(s), if required:</b> N/A
<b>10) Describe the issue and action that should be addressed:</b> Attachments:			
<b>11) Authorization</b> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;">         Signature of person making this request     </div> <div style="text-align: center;">       07/18/2025        Date     </div> </div> <hr/> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="text-align: center;">       Supervisor (if required)     </div> <div style="text-align: center;">       Date     </div> </div> <hr/> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="text-align: center;">       Executive Director signature (indicates approval to add post agenda deadline item to agenda)     </div> <div style="text-align: center;">       Date     </div> </div>			
<b>Directions for including supporting documents:</b> 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Policy Development Executive Director. 3. If necessary, provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

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

**AGENDA REQUEST FORM**

1) Name and title of person submitting the request: Brad Wojciechowski, Executive Director		2) Date when request submitted: 7/16/2025 <small>Items will be considered late if submitted after 12:00 p.m. on the deadline date which is 8 business days before the meeting</small>	
3) Name of Board, Committee, Council, Sections: Psychology Examining Board			
4) Meeting Date: 7/30/2025	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? APPEARANCE: Mariann Burnetti-Atwell, CEO – Association of State and Provincial Psychology Boards	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? <i>(If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff)</i> <input type="checkbox"/> Yes <Appearance Name(s)> <input type="checkbox"/> No		9) Name of Case Advisor(s), if applicable: <Click Here to Add Case Advisor Name or N/A>
10) Describe the issue and action that should be addressed: Mariann will join the Psychology Examining Board to discuss issues relating to ASPPB.			
11) <span style="float: right;">Authorization</span> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="width: 60%;">  </div> <div style="width: 35%; text-align: right;"> <b>7/17/2025</b> </div> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <span>Signature of person making this request</span> <span>Date</span> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <span>Supervisor (Only required for post agenda deadline items)</span> <span>Date</span> </div> <hr/> <div style="display: flex; justify-content: space-between;"> <span>Executive Director signature (Indicates approval for post agenda deadline items)</span> <span>Date</span> </div>			
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# **An Update From the Association of State and Provincial Psychology Boards**

**Mariann Burnetti-Atwell, PsyD**  
Chief Executive Officer



**ASPPB**  
Association of State and  
Provincial Psychology Boards

# ASPPB Strategic Plan 2022-2028

## Anticipate

*...ASPPB will become a go-to source of information, research, data, insights, and thought leadership...*

## Collaborate

*...ASPPB will become a more informed, sought, uniting, and effective apparatus for its members...*

## Protect

*...ASPPB will become a more impactful force for members, for the public, and where appropriate with the profession on whose integrity and trust that the public relies.*

## Perpetuate

*...ASPPB will become a more functional environment and ensure the optimal stewardship of the three outward-facing initiatives previously described.*



**ASPPB**  
Association of State and  
Provincial Psychology Boards

## Anticipate

*...ASPPB will become  
a go-to source of  
information, research,  
data, insights, and  
thought leadership...*



## KEY NEW FEATURES

- HOMEPAGE
- "CONTACT US" FORM
- PSYHUB
- SEARCHABILITY
- INSIGHTS AND ADVOCACY
- NEWSROOM

**PSYHUB:**  
PsyHub is our private access Engagement Management Portal system (Members, Jurisdictions, Liaisons).



**ASPPB**  
Association of State and  
Provincial Psychology Boards

## Collaborate

*...ASPPB will become a more informed, sought, uniting, and effective apparatus for its members...*

## Activities Underway That Touch This Area

- New Task Force activities in 2025
  - Bylaws Revision Task Force
  - EPPP Collaborative Task Force
- Various town halls to occur in 2025
- Jurisdictional visits



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Association of State and  
Provincial Psychology Boards

# EPPP Collaborative Implementation Task Force (CITF)

- The EPPP CITF will gather jurisdictional and other stakeholder input and feedback on the implementation of a reimagined EPPP as an integrated competency-based exam (i.e., inclusive of knowledge and skills). This will include activities such as supplemental surveys, town halls, and focus groups.
- The EPPP CITF will advise the ASPPB Board of Directors on key considerations surrounding the successful implementation of a competency-based exam at the jurisdictional level.
- The EPPP CITF will advise the ASPPB Board of Directors on communications to jurisdictions and stakeholders.
- The charges of this Task Force do not include technical exam development activities.



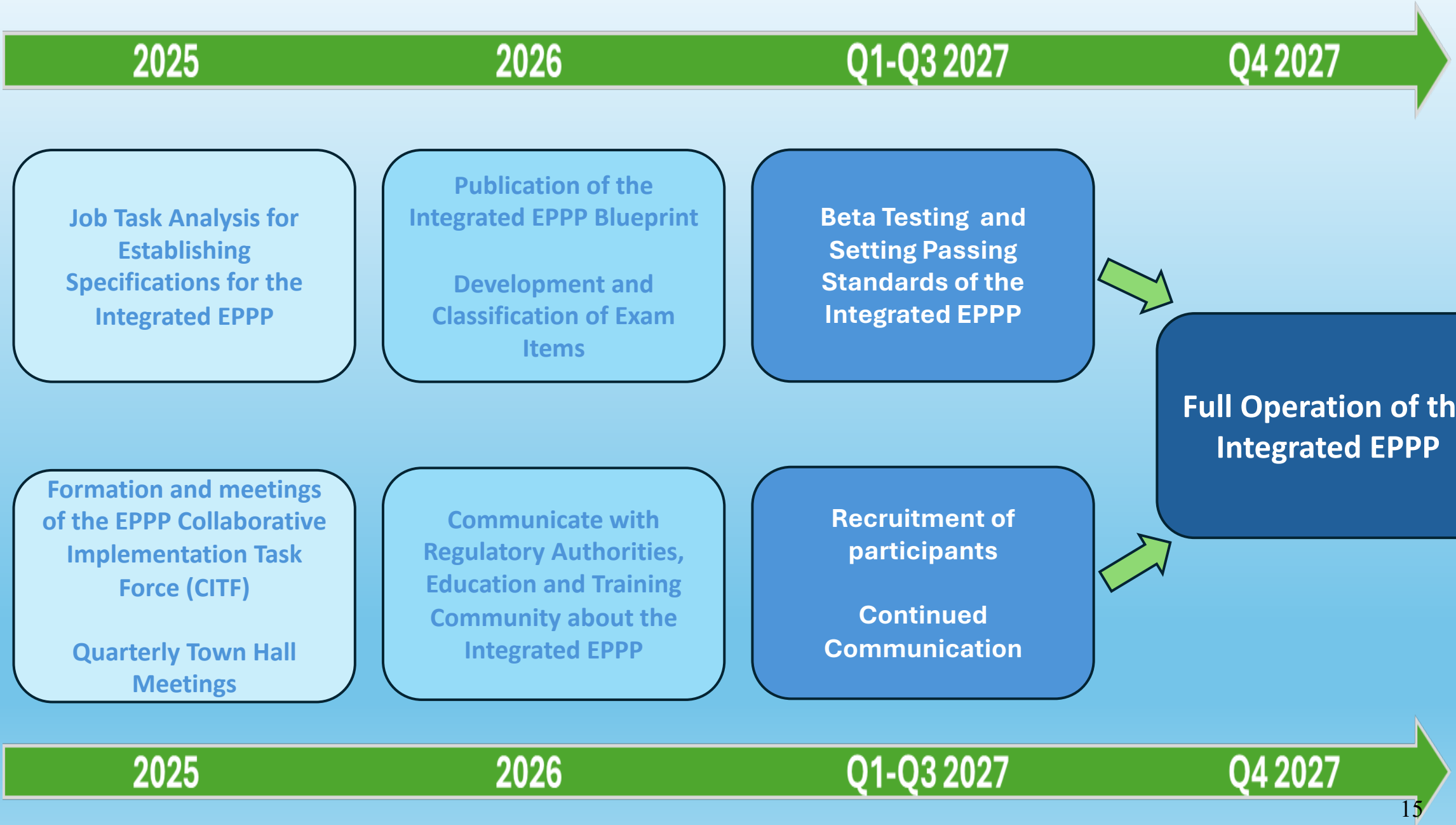
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Association of State and  
Provincial Psychology Boards

# EPPP Job Task Analysis Task Force (JTATF)

- A job task analysis (JTA) is a systematic, documented process for obtaining information about the professional competencies of individuals with a credential or for whom a credential is designed. Professional assessment programs conduct a JTA periodically to ensure that the content specifications accurately reflect current practice.
- Out of 110 respondents to the call for volunteers, 20 were invited to serve on the JTA Task Force.
- The first of a series of JTA meetings was held on June 5-7 in ASPPB Office.
- The new exam blueprint will be published in Spring 2026.



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## Survey from EPPP CITF

Early Summer

## Town Halls

Two have occurred this year, with two more yet to occur in 2025

## Job Task Analysis Survey

Summer

## Various Exam Committees

Constant Engagement



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Provincial Psychology Boards



## Additional Resources



In February of 2025, the ASPPB Board of Directors approved the release of the following materials:

- Master's Level Licensed Practitioner Psychology Process
- Model Regulatory Language
- Model Statutory Language

Items can be accessed at:  
<https://asppb.net/news/asppb-shares-update/>



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## Protect

*...ASPPB will become a more impactful force for members, for the public, and where appropriate with the profession on whose integrity and trust that the public relies.*

## ASPPB Bringing the Voice of the Regulatory Community to Conversations

- Involvement with various entities, such as:
  - National Register of Health Service Psychologists
  - American Psychological Association and various Divisions
  - Canadian Psychological Association
  - Counsel of Counseling Psychology Training Programs
  - Canadian Council of Professional Psychology Programs
  - Council of University Directors of Clinical Psychology
  - Association of Psychology Postdoctoral & Internship Centers
  - National Council of Schools & Programs of Professional Psychology
  - American Board of Professional Psychology
  - Department of Veteran Affairs
- In partnership with our Members



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## Perpetuate

*...ASPPB will become a more functional environment and ensure the optimal stewardship of the three outward-facing initiatives previously described.*

## Responsible Governance Activities Underway

- Bylaws (2013)
- Development of a Membership Policies and Procedures Manual



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# QUESTIONS



**ASPPB**  
Association of State and  
Provincial Psychology Boards

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

**AGENDA REQUEST FORM**

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4) Meeting Date: 7/30/2025	5) Attachments: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	6) How should the item be titled on the agenda page? Speaking Engagements, Travel, or Public Relations Requests, and Reports – Discussion and Consideration 1) ASPPB 65 <sup>th</sup> Annual Meeting – October 22-26, 2025, St. Louis, MO	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session	8) Is an appearance before the Board being scheduled? (If yes, please complete <a href="#">Appearance Request</a> for Non-DSPS Staff) <input type="checkbox"/> Yes <Appearance Name(s)> <input type="checkbox"/> No		9) Name of Case Advisor(s), if applicable: <Click Here to Add Case Advisor Name or N/A>
10) Describe the issue and action that should be addressed: Board will delegate members to attend the Annual Meeting.			
11) <span style="float: right;">Authorization</span> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="width: 60%;">  </div> <div style="width: 35%; text-align: right;">             7/21/2025           </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 60%;">Signature of person making this request</div> <div style="width: 35%; text-align: right;">Date</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 60%;">Supervisor (Only required for post agenda deadline items)</div> <div style="width: 35%; text-align: right;">Date</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 60%;">Executive Director signature (Indicates approval for post agenda deadline items)</div> <div style="width: 35%; text-align: right;">Date</div> </div>			
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