Examining Board of Psychology Meeting Minutes

July 11, 2025

Hybrid Meeting via Microsoft Teams and in-person at Washington State Department of Health, Town Center East 2 (TC2) Building, Room #166, 111 Israel Road SE, Tumwater, WA 98501

Board members present:	Cedar O'Donnell, Ph.D., Chair Phillip Hawley, Psy.D., Vice Chair Erin Olson, Ph.D. Florence Katz Burstein, Public Member Jan Bleakney, Public Member Helen Hansen, Psy.D. Vanessa Goosen, Psy.D. Jessica Carlile, Ph.D. Elena Lopez, Psy.D., CSOTP Ryan Quirk, Ph.D. Vacant, Professional Member
Board members absent:	
Staff members present:	Kristopher Holiday, Office Director Joseph Miller, Executive Director Brandon Williams, Program Manager Nancy Delgado, Program Manager John Simmons, Program Support James Smartt, Program Support Catharine Roner-Reiter, Supervising Staff Attorney Lilia Lopez, Assistant Attorney General Melody Casiano, Policy Analyst
Guest Speaker(s):	

On July 11, 2025, the Examining Board of Psychology held a hybrid meeting via Microsoft Teams and in-person at Washington State Department of Health, Town Center East 2 (TC2) Building, Room #166, 111 Israel Road SE, Tumwater, WA 98501. Notice of the meeting was published on the Examining Board of Psychology profession website and was sent out through the GovDelivery listserv.

Open Session:

1. Call to Order – Cedar O'Donnell, Ph.D., Chair

Reminder of virtual meeting etiquette (muted microphones when not speaking, hand raising/lowering)

1.1. Introductions of board and supporting staff members.

1.2. Approval of the agenda

Motion to approve the agenda, seconded, vote 9-0 with 1 abstention

1.3. Approval of the May 9th, 2025 and June 10th, 2025 meeting minutes

Motion to approve the May 9th, 2025 and the June 10th, 2025 meeting minutes, seconded, vote 8-0 with 2 abstentions.

2. Public Comment – Phillip Hawley, Psy.D., Vice-Chair

There was one comment from Julia Barta regarding an application for licensure.

3. Management Reports

3.1. Budget Report

The board was presented the budget report and received a further update on discipline costs for the program.

3.2. Credentialing Update

The board was updated on the ongoing efforts to get credentialing data from the new HELMS system to present to the board.

3.3. Program Update

The board was introduced to Kristopher Holiday, the new Office Director for the Office of Health Professions, as well as being briefed on Brandon Williams' transition into a program manager role with the board.

3.4. Policy Analyst Update

The board received an update on the CR-103 for the current rules package being anticipated to be filed early next week.

4. Break

5. 2026 Board Meeting Dates – Nancy Delgado, Program Manager*

The board discussed general meeting dates for calendar year 2026. Motion to set January 23, 2025; March 13, 2025; May 15, 2025; July 10, 2025; September 25, 2025; and November 20, 2025 as the board meeting dates for 2026, seconded, with 1 abstention.

6. Signature Authority Renewal for 2025-2027 Biennium - Nancy Delgado, Program Manager*

The board reviewed the delegation of signature authority documents for the upcoming biennium. Vote to approve the Signature Authority documents, seconded, vote 10-0.

7. **Biennial Review of Operating Agreement, Business Plan, and Bylaws - Nancy Delgado, Program Manager***

   The board reviewed the documents to determine if any updates were needed. Motion to approve the bylaws, seconded, vote 10-0. Motion to approve the operating agreement, seconded, tabled until September meeting while waiting for an update on section 14, part 2 from program staff. Business plan was tabled until September meeting when new business items can be added.

8. **Forms - Nancy Delgado, Program Manager**

   The board reviewed and provided feedback on the new psychological associate application forms. Motion to approve the forms with changes discussed and subject to review from the application subcommittee and legal review, with the acknowledgement that future changes may be necessary, seconded, vote 10-0.

9. **ASPPB Bylaws - Nancy Delgado, Program Manager**

   The board was updated on upcoming proposed updates to the ASPPB bylaws and developed a plan of action in preparation for the vote at the Annual Meeting in October. The rules subcommittee will review the updates and bring a recommendation to the September board meeting.

10. **AI and Regulation - Nancy Delgado, Program Manager**

    The board reviewed a list of potential speakers to present at a future board meeting on the topic of AI and regulation. Program staff will reach out to all suggested presenters and bring a list of which are available and whether there are any associated costs for decision at the September board meeting

11. **Requests for Lists and Labels – Cedar O'Donnell, Ph.D., Chair***

    There were no requests for lists and labels at this time.

12. **Subcommittee Reports**

    12.1. Communications and Operations Subcommittee

    There was no update at this time.

    12.2. Diversity Subcommittee

    There was no update at this time.

    12.3. Applications Subcommittee

    There was no update at this time.

    12.4. Rules Subcommittee

    There was no update at this time.

13. **Future Agenda Items – Cedar O'Donnell, Ph.D., Chair**

    The board determined the following future agenda items:

    Operating agreement and business plan from communications subcommittee at September meeting.

    Decision about November presentation on AI at September meeting.

ASPPB bylaws discussion at September meeting.

Ryan Quirk to attend CLEAR in place of Jessica Carlile.

WSPA presentation on prescriptive authority at September meeting.

ASPPB presentation on association's thoughts on EPPP2 and master's licensing.

14. Meeting Adjournment

Meeting was adjourned at 11:35 am.

Meeting Access

Virtual Meeting Access: This meeting is being held via Microsoft Teams. Please mute your microphone/phone if you are not speaking. **Join the meeting now** Meeting ID: 247 712 585 876 Passcode: gbAise	**Times and Order:** The meeting will begin at 9:00 a.m. and will continue until all agenda items are complete. This agenda is subject to change. Comments from the public in attendance may be taken after each agenda item. **This meeting is being recorded.** If anyone objects or does not consent, please let us know.
Dial in by phone +1 564-999-2000,,661713827# United States, Olympia (833) 322-1218,,661713827# United States (Toll-free) Find a local number Phone conference ID: 661 713 827#	

Next Scheduled Meeting:

Date:	September 12, 2025
Time:	9:00 a.m.
Location:	Hybrid Meeting

*Indicates a voting item but other agenda items could turn into a voting item during the meeting.