STATE OF OKLAHOMA
Board of Examiners of Psychologists

MINUTES OF THE MEETING OF THE BOARD
July 11, 2025

The Oklahoma State Board of Examiners of Psychologists Meeting began at 10:00 a.m. on Friday, July 11, 2025. The meeting was held at the Colcord Center, 421 NW 13th Street, Suite 100, Oklahoma City, OK 73103.

Call to Order. Roll call and the announcement of a quorum.
Dr. Sternlof called the meeting to order.

Roll Call:
Members present:
S. Sternlof, Ph.D., Chair of the Board
A. Ivy, Ph.D., Vice-Chair of the Board
M. Shepherd, Ph.D., Member of the Board
C. Kunzweiler; Member of the Board.

Members not present:
K. Choate, Ph.D., Member of the Board
W. Berman, Ph.D., Member of the Board
R. Pollard, Member of the Board

Board staff present:
J. Kyser, Executive Director of the Board
B. Warren, Assistant Attorney General

Announcement and Introduction:
Director Kyser announced that a quorum was present to conduct business. Dr. Sternlof confirmed with Director Kyser that the meeting was filed with the Secretary of State, and the agenda was posted in accordance with the Open Meeting Act.

Statement of the Mission of the Oklahoma State Board of Examiners of Psychologists:
Dr. Sternlof announced the mission of the Oklahoma State Board of Examiners of Psychologists is to protect the public by regulating the practice of psychology in Oklahoma to ensure that only properly qualified psychologists practice psychology in the state and that the psychology profession as a whole is conducted in the public's best interest.

Approval of Minutes:

Board members reviewed the meeting minutes for May 16, 2025. *Dr. Shepherd moved to approve the May 16, 2025, meeting minutes as presented. Dr. Kunzweiler seconded the motion and the motion passed. Kunzweiler, Shepherd, Ivy, and Sternlof voted for the motion.*

Report from the Oklahoma Psychological Association:

Ms. Danna Fowble updated members on current legislative matters and informed the members of the upcoming scheduled Conference on behalf of the Oklahoma Psychological Association. She also reported that nominations for the upcoming Board member vacancy are currently underway. The nomination process was reopened to obtain a list of 10 qualified psychologists, as required. Dr. Choate will continue to serve in his current role until a new appointment is made by the Governor. *No action was taken.*

Status of Current Request for Inquiries:

Director Kyser provided the following update: RFI 25-1 is pending investigation.

Applications approved by the Application Review Committee May - June 2025:

Board members reviewed the agenda item regarding applications that were approved by the Application Review Committee during the months of May and June 2025. This item was tabled and will be reconsidered at the next scheduled Board meeting.

Complaints, Orders, and Miscellaneous Disciplinary Matters:

Board members reviewed the agenda item regarding Complaint No. 18-10; Oklahoma State Board of Examiners of Psychologists vs Randy Cochran, Ph.D. This item was tabled and will be reconsidered at the next scheduled Board meeting.

Contracting with an Additional Investigator(s) for FY 2026

Board members reviewed the investigator contracts for J. Edwards, Ph.D., G. Hobson, Ph.D., D. Knutson, Ph.D., D. Turner II, Ph.D. and discussed the hourly rate for the investigative services. *Dr. Shepherd motioned to approve the investigator contracts for J. Edwards, Ph.D., G. Hobson, Ph.D., D. Knutson, Ph.D., D. Turner II, Ph.D. with a rate of $115.00 per hour. Dr. Ivy seconded the motion and the motion passed. Kunzweiler, Shepherd, Ivy, and Sternlof voted for the motion.*

Increase of the Licensure Renewal Fee

Prior to discussing licensure renewal fees, the Board reviewed the agency's current budget, revenue, and expense reports under Administrative Issues of the agenda. The Board reviewed the current Annual Licensure Renewal Fee of $350 and the Renewal Late Fee, which is assessed monthly at 10% of the renewal fee ($35.00 per month). Discussion was held regarding increasing the Annual Licensure Renewal Fee to $400 and setting a flat Renewal Late Fee of $100 per month for each month the license is late. *Dr. Shepherd made a motion to approve the increase of the Annual Licensure Renewal Fee to $400 and to set the Renewal Late Fee at $100 per month for each month a license remains unpaid. Dr. Kunzweiler seconded the motion and the motion passed. Kunzweiler, Shepherd, Ivy, and Sternlof voted for the motion.*

Executive Director's P-Card Statements for Review and Approval (March - April 2025):

Dr. Shepherd motioned to approve the former Executive Director's May-June 2025 P-Card Statements. Dr. Kunzweiler seconded the motion and the motion passed. Kunzweiler, Shepherd, Ivy, and Sternlof voted for the motion.

Association of State and Provincial Psychology Boards (ASPPB) Annual Meeting on October 22 – October 26, 2025 in St. Louis, MO.

Dr. Shepherd made a motion to approve attendance for Director Kyser and one Board member at the upcoming meeting. In the event Director Kyser receives a scholarship to cover her attendance, a second Board member is approved to attend. Dr. Sternlof seconded the motion and the motion passed. Kunzweiler, Shepherd, Ivy, and Sternlof voted for the motion.

Board Positions

Dr. Shepherd made a motion to nominate Dr. Sternlof as the Board Chair and Dr. Ivy as the Vice-Chair. Dr. Kunzweiler seconded the motion and the motion passed. Kunzweiler, Shepherd, Ivy, and Sternlof voted for the motion.

Administrative Issues:

Monthly Budget/Revenue/Expense Report:

Director Kyser provided the following updates:

- A keying error that occurred on April 21, 2025, during the transfer of deposited funds from the State Treasurer's account to the OSBEP 200 account. As result of this error, an incorrect credit of $42,937.67 was applied to our account. The discrepancy was identified and corrected on June 24, 2025. As reflected on the June 2025 revenue report, the Available Cash 200 account balance is now $185,459.72. This amount accounts for the correction of the $42,937.67 overage, as well as the current month's expenditures totaling $31,774.96 (a combined reduction of $74,712.63 for the month of June).
- The Board was informed that OSBEP operated within its approved budget for Fiscal Year 2025.
- The approved Fiscal Year 2026 budget includes funding sufficient to cover the former Executive Director's payout.
- It was noted that current revenue levels are significantly below projected budgetary needs; a review of both revenue sources and expenditures will be necessary moving forward.
- The Fiscal Year 2026 budget may need to be revised at a later date to include funding to support the addition of one full-time staff position due to personnel changes.

Board members reviewed Director Kyser's monthly budget, revenue, and expense reports. *Dr. Ivy moved to approve the reports as presented. Dr. Kunzweiler seconded the motion, which passed. Kunzweiler, Shepherd, Ivy, and Sternlof voted for the motion.*

FY 2026 OMES Contract for Shared Services*:*

Dr. Sternlof motioned to approve the FY2026 OMES Shared Services Contract. Dr. Ivy seconded the motion and the motion passed. *Kunzweiler, Shepherd, Ivy, and Sternlof voted for the motion.*

Executive Director Report:

Director Kyser provided the following updates:

a) Next meeting September 19, 2025, will be held in Oklahoma City. *No action was taken.*
b) Administrative Assistant Shared Services. OSBEP and the Oklahoma Board of Chiropractic Examiners are experiencing continued growth in operations and responsibilities. As a result, the Chiropractic Board has notified OSBEP that, effective July 1, 2026, the shared Administrative Assistant position will transition to full-time support for the Chiropractic Board. In a collaborative effort, the Chiropractic Board has offered for the Administrative Assistant to continue providing support to OSBEP during the upcoming fiscal year at no cost to the agency; however, an hourly rate for this support may be discussed at a later date. They also expressed willingness to assist with onboarding and training a new administrative employee when OSBEP is ready to proceed with recruitment. *No action was taken.*

c) Legislative Update. OSBEP recently received a request from Senator Pederson's office on behalf of the Senate Select Agencies Committee. The request includes the submission of financial information for the Committee's review and notice of an upcoming site visit, which will be scheduled at a later date. Based on discussions with other agency directors, it appears this is part of a routine review process conducted by the Committee. Director Kyser has submitted the information to Senator Pederson's office this week and will keep the Board informed of any updates or developments at future meetings. *No action was taken.*

d) Other Administrative Issues. The FY26 budget was submitted and accepted by OMES with no corrections or errors. *No action was taken.*

Appointment of Board Member for the Application Review Committee:
Board members reviewed the agenda item regarding the appointment of a Board Member for the Application Review Committee due to the current appointee, Dr. Choate's term is ending. This item was tabled and will be reconsidered at the next scheduled Board meeting. *No action was taken.*

Recognition of Board Service – Kurt Choate, Ph.D.:
Board members reviewed the agenda item regarding the recognition of Dr. Choate's. This item was tabled and will be reconsidered at the next scheduled Board meeting. *No action was taken.*

Public Comment:
Dr. Sternlof opened the meeting for public comment. *No comments were heard.*

Adjournment:
Dr. Sternlof announced that there is no further business to discuss. *Dr. Ivy made a motion to adjourn. Dr. Ivy seconded the motion* and the motion passed. *Berman, Pollard, Kunzweiler, Choate, Shepherd, Ivy, and Sternlof voted for the motion.*

The meeting adjourned at 11:23 a.m.

Respectfully Submitted,

Jenny A. Kyser
Executive Director

ATTACHMENT TO THE AGENDA
Oklahoma State Board of Examiners of Psychologists
Application Review Committee Approvals
May - June 2025

Psychologist:	**Psychological Technician:**
Scott Secor, Ph.D.	Hannah Durland
Sumali Fernando, Psy.D.	McKenna Chatterji
Camryn Lopez, Psy.D.	Nathan Holland
Wendi L. Betz, Ph.D.	Emily Riggs
Jennifer Hale, Ph.D.	Ivee Baker
LaTosha Ramos-Lake, Ph.D.	David Swan
Cynthia Muhamedagic, Ph.D.	Meryl George
Hunter Holloway, Ph.D.	Katie Schmidt
Sheena Mehta, Ph.D.	Katie Schmidt

Continuing Professional Education (CPE):

Applications to sit for Licensure Examinations and Practice Under Supervision Agreements:

Philip Stanley Davis, Ph.D.	Approval to sit for the JP exam and practice for 1yr on CO/VA License
Victoria Foxworth, Psy. D.	Approval to sit for the exams -and receive OK license with HSP
Y. Tami Yanez-Southard, P	Approval to sit for the JP exam and practice for 1yr on TX License
Cherokee Nation; Dr. A. Coser	Dylan Shelton and Andria Barnes

Licensed Health Service Psychologists – May - June 2025:

Jordan Richard Hoffmeister, Ph.D.	License Number: 1485 Issued Date: 5/5/2025
Rachel A. Johnson, Psy.D.	License Number: 1486 License Date: 5/5/2025
Dokyoung Sophia You, Ph.D.	License Number: 1487 License Date: 5/16/2025
Allan P. Vives, Ph.D.	License Number: 1488 License Date: 5/21/2025