

**Board of Examiners of Psychologists
Public Board Meeting
Tuesday, November 4, 2025**

MINUTES

MEMBERS PRESENT

Joseph Schenkel, Ph.D., Board Chair (remote)
Jayne Boulos, Psy.D., Vice Chair (remote)
Laura Kavesh, Ph.D., Complaint Officer (remote)
Mary Melquist, Ph.D., Continuing Education Officer (remote)
Debra Bunce, Ph.D. (remote)
Rachel Orr, PsyD. (remote)

MEMBERS ABSENT

STAFF PRESENT

Tim Stigelman, Assistant Attorney General
Penny Vaillancourt, Director
Michael Tarr, Comprehensive Health Planner II
George Morgan, Board Investigator
Cecile Sirois, Professional Licensing Supervisor
Katy Getchell, Office Specialist I

CALL TO ORDER

Board Chair, Joseph Schenkel, called the meeting to order at 9:05 a.m.

MINUTES REVIEW AND APPROVAL

Review and approval of the September 9, 2025 minutes.

A motion was made by Debra Bunce and seconded by Mary Melquist to approve the minutes after an edit to the name of the member of public that commented during the public comment to include an M instead of N in the last name.

Vote: 5 in favor.

COMPLAINT PRESENTATIONS

2025-PSY-20801

A motion was made by Jayne Boulos and seconded by Mary Melquist to table and request the records for review.

Vote: 5 in favor, 1 abstained: Laura Kavesh.

Laura Kavesh left the meeting at 10:10 a.m.

REVIEW DRAFT LETTER OF GUIDANCE

2025-PSY-20531

A discussion between AAG Tim Stigelman and the Board about the contents of the letter of guidance in reference to the Boards Laws and Rules.

A motion was made by Debra Bunce and seconded by Jayne Boulos to table for discussion when Laura Kavesh is present.

Vote: 5 in favor.

DIRECTOR'S REPORT

Penny Vaillancourt, Director stated that she's still recruiting for some board manager positions. Penny stated that for the complaint process, any final decision documents of action taken would be posted as soon as it is signed by all parties. She said that the rulemaking process is on hold until the Board has a Board Manager.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

A motion was made by Jayne Boulos and seconded by Debra Bunce to adjourn the meeting at 10:55 a.m.

Vote: 5 in favor.