nd state board of psychologist examiners

Meeting Information: The public is welcome to attend any meeting of the NDSBPE. Participation during a meeting is by invitation of the Board only. If this is a regularly scheduled meeting, additional topics may be added to the agenda at the time of the meeting. If this is a special or emergency meeting, the governing bodies discussion will be limited to the topics listed on the agenda.

Executive Session Information: This item may/must be discussed in an executive session. The legal authority for closing this portion of the meeting is one of the following North Dakota Century Code section(s) § 43-32-27.1 (discussion of patient records); § 44-04-18.8 (administration of examinations); or § 44-04-19.1 (consultation with Board attorney).

Approved at April 20, 2020 Board Meeting

1. **Call to Order & Attendance** (Renee Boomgaarden, PhD, Presiding) called to order at 12:02 pm CT. In attendance: Dr. Renee Boomgaarden, Dr. Edward Kehrwald, Dr. Paul Kolstoe, Mr. David Schaibley, Dr. Jennifer Krance, Dr. Sara Quam, Dr. Angela LaRocques, Deb Salwei, Judy Vetter-Pfeifer (APT);

2. **Mission Statement - Purpose and Mission.** The purpose of the board of psychologist examiners is to regulate the practice of psychology, as defined through the legislative authority of North Dakota Century Code chapter 43-32, in the interest of and to preserve and protect the health, safety, and welfare of the public.

3. **BOARD BUSINESS**

   a. **Complaints***
      i. Complaints (Dr. Kuchler)
      ii. Inquiries (Dr. Kuchler)
      iii. Discipline-none
          Dr. Hartson’s complaint: Judy with Board Services briefly reviewed the complaint against Board Services. Attorney David Schaibley reported the details on the communications provided to Julie K. from Governor’s Office as well as the timeline provided by the Board to Julie. Brief discussion held on other ways to be proactive in getting current contact information from Licensees to benefit smooth renewal processing.

   b. **Applications Coordinator*** (Dr. Kehrwald / Dr. Boomgaarden)
      i. Sit for EPPP
      ii. Sit for Oral Exam
          Dr. Wanner Perry: Dr. Ed Kehrwald provided brief overview of her information & stated that she meets the requirements. Dr. Kehrwald recommended approval to sit for Oral Exams. Dr. Boomgaarden call for Motion for approval to take Oral Exams: Roll Call Vote: Dr. Renee Boomgaarden, Yes; Dr. Angela LaRocque, Yes; Dr. Edward Kehrwald, Yes; Dr. Sara Quam, Yes; Dr. Jennifer Krance, Yes; Deb Salwei, Yes; Dr. Paul Kolstoe, Yes; Motion carries.
      iii. For Limited Practice
          Dr. Vitacco (Board information only)
      iv. 3 - Month Resident Letters issued
          Dr. Lugar (Board information only)
      v. Open Application Files Needing Board Action or Discussion
      vi. Provisional License Status Letters issued since last meeting
          Dr. Pishney
          Dr. Williams
      vii. List of Application Initiation Forms received since last meeting (Board information only)
          Dr. Lugar
viii. List of Supervision Notification Forms received since last meeting (Board information only)
   Dr. Lugar

ix. Business Items
   Applicants with CPQ: Board discussion on the CPQ vs PLUS application. Board suggestion of
   sending inquiry to ASPPB for further clarification on comparison difference between the two, what
   are the standards for issuing a CPQ by ASPPB and does the CPQ include / cover the personal
   attestation that is in the PLUS application.

c. Legislative Coordinator (Dr. Kolstoe)
   Rule making
   Educational Standards Practice
   Board
   Department of Commerce request

d. Board Office Coordinator (Dr. Boomgarden)
   i. State IDT transition – Board Members still working on getting theirs set up.
   ii. Monthly Finance Report and Monthly Status Report – (#Calls, #Emails, #Verifications, #Applications,
       etc.): data from December 2019

e. Outreach/Training Coordinator
   1. ASPPB in Montreal, April 2020: Dr. Boomgaarden planning on attending and possibly Attorney
      Schaibley, he will check his schedule. Next ASPPB training is offered in October 2020: interested in
      attending this (Dr. Kolstoe, Dr. Krance, Dr. Quam, & Dr. Kehrwald)
   2. Training priorities
      Outreach Updates
      1. Suggested website updates/changes

f. Continuing Education Coordinator (Dr. LaRocque)
   i. Consent Agenda: Consent Agenda was provided to the Board: Dr. LaRocque recommended
      approval of the Request for CE’s identified as 1. & 2. And Request for Approval to Sponsor CE
      Program identified as 1 – 4 on the Consent Agenda: Roll Call Vote: Dr. Renee Boomgaarden, Yes;
      Dr. Angela LaRocque, Yes; Dr. Edward Kehrwald, Yes; Dr. Sara Quam, Yes; Dr. Jennifer Krance, Yes;
      Deb Salwei, Yes; Dr. Paul Kolstoe, Yes; Motion carries.
   ii. Audit issues
      Dr. Juntunen’s late CE extension: Dr. LaRocque recommended approval based of completion of Late
      CE Extension requirements and late fee received. Roll Call Vote: Dr. Renee Boomgaarden, Yes; Dr.
      Angela LaRocque, Yes; Dr. Edward Kehrwald, Yes; Dr. Sara Quam, Yes; Dr. Jennifer Krance, Yes;
      Deb Salwei, Yes; Dr. Paul Kolstoe, Yes; Motion carries.

 g. Examination Coordinator (Dr. Krance)
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i. Proposal for Oral exam modification: brief discussion, tabled till next meeting.

h. Budget Coordinator (Dr. Kolstoe)
ii. Financial Planning = estimating

4. NEW BUSINESS
   a. Administrative Rules for post session
   b. Educational Standards Practice Board – School Psychologists
   c. Inquiry Items
   d. Certificates of Appreciation

5. SPECIAL TOPICS
   a. School Psychology (Dr. Kolstoe)
   b. DOH Autism Advisory Group (Dr. Boomgaard) 
   c. Child Support Enforcement Meetings / Mr. Schaibley

6. Other Business Arising – time permitted

7. Adjourn: Meeting adjourned at 12:42 p.m.
Next Board Regular Meetings (noon CT to 1:15 pm):
2020 DATES: JAN 27, FEB 10, MAR 16, APR 13, MAY 18, JUNE 15, JUL TBD, AUG 17, SEP 21, OCT 19, NOV 16, DEC 7
Board Office Meetings:
2020 DATES: MEETS AS NEEDED ON SELECTED FRIDAYS IN 2019 AS ANNOUNCED
Oral Exams:
2020 dates JAN 29, April 29, JUL, OCT, TBD