AGENDA

1. Call to Order (Dr. Adams Larsen, Presiding)
2. Minutes to be approved
   a. Special Meeting-December 5, 2016
   b. Board Meeting-December 19, 2016
   c. Oral Exams-January 9, 2017
3. Board Communication
4. Legislative Law Changes/Testimony (Dr. Kolstoe)
5. Financial Review (Ms. Hensler)
6. ASPPB Contract Updates* (Dr. LaRocque)
7. Board Member Training-Plan for Travel/Meeting Schedule (Dr. Adams Larsen)
8. Inquiries
   a. Belanger – Dr. Kuchler
   b. ND DoH Advisory Group – Dr. Ulven
9. Applications – Dr. Ulven
   a. For EPPP
      i. Dr. Stufflebeam (PLUS Application completed 1/13/17)
   b. For Limited Practice
      i. Dr. Fehr (Application completed 1/6/17)
   c. Other Application Issues (Dr. Adams Larsen – Requires full board consideration)
      i. *Dr. Nieves (PLUS Application completed 11/22/16)
10. Updates on Renewals/CE Process – Ms. Hensler & Dr. Adams Larsen
    a. *Late Fees
11. Board Member Recruitment Updates
12. Complaints – Dr. Kuchler
    a. Report from Complaints Committee
    b. Flemmer – Ms. Olson
13. Other Items if Time Permits
14. Adjourn

Next Board Regular Meetings (noon CT to 1:00 pm): 2017: Feb 20, Mar 20, Apr 17, May 15, Jun 19, Jul 17 & 18***, AUG 21, SEP 18, OCT 16, NOV 20, DEC 18

Committee Meetings: TBA

Oral Exams: 2017: April 12th (WED), July 12th (WED), Oct. 11 (WED)
AGENDA

1. Call to Order (Dr. Adams Larsen, Presiding)
2. Minutes to be approved
   a. Board Meeting-January 23, 2017
3. Legislative Committee
   a. SB2141 Updates (Kolstoe)
   b. Bill 1095 – do we address language/definition issues?
4. ASPPB Contract Updates (Schaibley)
5. Inquiries
   a. Heartview Foundation Request (AdamsLarsen)
   b. Child Support Department Request (Schaibley)
   c. Predoctoral/Postdoctoral Supervision
6. CE Consent Agenda for Approval (see agenda submitted by CE Committee)
   a. New CE Program Approval Form for Sponsor of CE
   b. New CE Request to Approve CE for Licensees/Registrants
7. Applications Committee
   a. For Oral Exams
      i. Dr. Robyn Hardie
      ii. Mary Collins
8. Board Office Items
   a. Board Member Recruitment
   b. NovusAgenda Information
9. Complaints Committee
10. Exam Committee
11. Education Items
    a. FARB — Report submitted by Dr. Adams Larsen
12. Other Items if Time Permits
13. Adjourn

Next Board Regular Meetings (noon CT to 1:00 pm): 2017: Feb 27, Mar 20, Apr 17, May 15, Jun 19

Committee Meetings: TBA

Oral Exams: 2017: April 12th (WED), July 12th, Oct. ??.
1. Call to Order (Dr. Adams Larsen, Presiding)
2. Please welcome Dr. Erin Haugen to the Board
3. Minutes to be approved
   a. Special Complaints Committee Meeting - August 16, 2016
   b. Board Meeting - February 20, 2016

4. Legislative Committee/Outreach Report (Dr. Kolstoe & Dr. Adams Larsen)
   a. Testimony on SB & Sen. Anderson Inquiry-Dr. Geigle (Dr. Kolstoe)

5. Board Office items (Dr. Adams Larsen, Ms. Hensler, & Dr. Haugen in future)
   a. Inquiries if arising
   b. ASPPB Contract Updates (Mr. Schiabley & Dr. LaRocque)
   c. Board Communication & Efficiencies - NovusAgenda (Ms. Hensler)
   d. Board Transitions - planning for this year's transitions and CRT training (Dr. Adams Larsen)
   e. Committee Revisions (see email forwarded from Board Office)
   f. Nomination of Dr. Alan Slusky from Manitoba to ASPPB BOD (Dr. Adams Larsen)
   g. ASPPB Model Acts Requested Comments
   h. Planning for Board Audit - Estimate from CPA (Ms. Hensler & Mr. Schaibley)

6. Continuing Education Committee (Dr. LaRocque, Dr. Ulven, & Dr Haugen in future)
   a. Preparation of new CE Sponsor Form and CE Attendance Approval Forms
   b. Consent Agenda for Approval (see agenda submitted by CE Committee)

7. Applications Committee (Dr. Ulven & Dr. Kolstoe)
   a. For EPPP
      i. Dr. Ashley Hutchison
      ii. Dr. Melissa Quincer
   b. For Oral Exam
      i. Brandon Germain
   c. Limited Practice
      i. Dr. Joseph Yohman
      ii. Dr. Peter Byrne

8. Complaints Committee Report (Dr. Kuchler, Dr. LaRocque, & Ms. Olson)
   a. Flemmer - (Ms. Olson)

9. Examination Committee (Ms. Olson, Dr. Adams Larsen, & Dr. Haugen in future)
10. Special Topics
   a. School Psychology (Dr. Kolstoe) – potential collaboration with NDBCE
   b. DoH Advisory Group (Dr. Ulven)
   c. Child Support Enforcement Meetings (Dr. Adams Larsen/Mr. Schaibley)
   d. Board Policy & Office Procedures Manual (Ms. Hensler, Dr. Adams Larsen, Dr. Haugen)

11. Other Business Arising if Time Permits

12. Adjourn

Next Board Regular Meetings (noon CT to 1:00 pm): Apr 17, May 15, Jun 19, Jul 17 & 18???, AUG 21, SEP 18, OCT 16, NOV 20, DEC 18
Committee Meetings: TBA
Oral Exams: 2017: April 12th (WED), July 12th (WED), Oct. 11 (WED)
Call to Order (Dr. Adams Larsen, Presiding)
Minutes to be approved

3. Legislative Committee/Outreach Report (Dr. Kolstoe & Dr. Adams Larsen)
4. Board Office Items (Dr. Adams Larsen, Ms. Hensler, Dr. LaRocque & Dr. Haugen in future)
   a. ASPPB Contract Updates/Novus Agenda & Board Office Considerations
   b. ASPPB Model Acts requested comments
   c. Board Audit follow-up item (Mr. Schaibley)

5. Continuing Education Committee (Dr. LaRocque, Dr. Ulven, & Dr Haugen in future)
   a. Consent Agenda for Approval (see agenda submitted by CE Committee)

6. Applications Committee (Dr. Ulven & Dr. Kolstoe)
   a. For EPPP
      i. Dr. Katrina DeDonna
      ii. Dr. Mary Collins
   b. For Oral Exams
      i. Brandon Germain
   c. For Limited Practice
   d. Open Application Files Needing Board Action
      i. Dr. Mariely Nieves
   e. Board Members to review NDCC and NDAC re processing of Application Initiation Forms
      i. List of Application Initiation Form applicants (review in dropbox)

7. Complaints Committee Report (Dr. Kuchler, Dr. LaRocque, & Ms. Olson)
   a. Flemmer – (Ms. Olson)
   b. Dr. Benson – (Mr. Schaibley’s draft)

8. Examination Committee (Ms. Olson, Dr. Adams Larsen, & Dr. Haugen in future)
   a. Roll Call Vote on Recommendations from Oral Exams on April 12, 2017

9. Special Topics
   a. School Psychology (Dr. Kolstoe) – potential collaboration with NDBCE
   b. DoH Advisory Group (Dr. Ulven)
   c. Child Support Enforcement Meetings (Dr. Adams Larsen/Mr. Schaibley)
   d. Board Policy & Office Procedures Manual (Ms. Hensler, Dr. Adams Larsen, Dr. Haugen)

10. Other Business Arising if Time Permits

11. Adjourn

Next Board Regular Meetings (noon CT to 1:00 pm): May 15, Jun 19, Jul 17 & 18???, AUG 21, SEP 18, OCT 16, NOV 20, DEC 18
Committee Meetings: TBA
Oral Exams: 2017: July 12th (WED), Oct. 11 (WED)
AGENDA

1. Call to Order (Dr. Adams Larsen, Presiding)
2. Minutes to be approved
   a. February 20, 2017
   b. March 20, 2017
   c. April 17, 2017
   d. April 28, 2017
3. Legislative Committee/Outreach Committee (Dr. Kolstoe & Dr. Adams Larsen)
   a. Rulemaking (Mr. Schaibley)
4. Board Office Committee/Items* (Dr. Adams Larsen, Ms. Hensler, Dr. LaRocque & Dr. Haugen)
   a. Vendor Selection Discussion-Options for new Board Office contractor
   b. Board Policy/Procedure Manual
   c. FARB CRT-Summer/Bismarck – Set for July 17, FARB is organizing from here.
   d. FARF RLS-Fall (Mr. Schaibley)
5. Continuing Education Committee (Dr. LaRocque, Dr. Ulven, & Dr Haugen)
   a. Consent Agenda for Approval (see agenda submitted by CE Committee)
6. Applications Committee* (Dr. Ulven & Dr. Kolstoe)
   a. For EPPP
      i. Dr. Kathleen Tillman
   b. For Oral Exams
      i. Jacqueline Mahoney
   c. For Limited Practice
   d. Open Application Files Needing Board Action
   e. Board Members to review NDCC and NDAC re processing of Application Initiation Forms
      i. List of Application Initiation Form applicants (review in dropbox)
7. Complaints Committee* (Dr. Kuchler, Dr. LaRocque, & Ms. Olson)
   a. Dr. Brooks - Investigation in process. (Dr. Kuchler)
   b. Dr. Benson - Committee recommendations re: Counterproposal received. (Dr. Kuchler)
   c. Dr. Flemmer - update from Ms. Olson
8. Examination Committee (Ms. Olson, Dr. Adams Larsen, & Dr. Haugen) – PRE & Oral exam retakes (Dr. Haugen)
9. Special Topics
   a. School Psychology (Dr. Kolstoe) – potential collaboration with NDBCE
   b. DoH Advisory Group (Dr. Ulven)
   c. Child Support Enforcement Meetings (Dr. Adams Larsen/Mr. Schaibley)
   d. Board Policy & Office Procedures Manual (Ms. Hensler, Dr. Adams Larsen, Dr. Haugen)
10. Other Business Arising if Time Permits
11. Adjourn

Next Board Regular Meetings (noon CT to 1:00 pm): Jun 19, Jul 17 & 18 BISMARCK, AUG 21, SEP 18, OCT 16, NOV 20, DEC 18
Committee Meetings: TBA
Oral Exams: 2017: July 12th (WED), Oct. 11 (WED)
AGENDA

1. Call to Order (Dr. Adams Larsen, Presiding)
2. Board Office Committee/Items* (Dr. Adams Larsen, Ms. Hensler, Dr. LaRocque & Dr. Haugen)
   a. Vendor Selection Discussion - Update & Vote*
   b. Committee Minutes Process (Ms. Hensler)
   c. Summer Transition Planning – PRE to review by July 1, AC Draft confirmed by DATE?, transition to new office vendor July 1, Board Retreat July 17&18 (Elections and new leadership to begin August 1).
3. Inquiries
   a. ABA Endorsement Inquiry (Mr. Schaibley)
4. Legislative Committee/Outreach Committee (Dr. Kolstoe & Dr. Adams Larsen)
   a. DRAFT Administrative Code – Dr. Kolstoe
5. Complaints Committee* (Dr. Kuchler, Dr. LaRocque, & Ms. Olson)
   a. Dr. Brooks - Investigation in process. (Dr. Kuchler)
   b. Dr. Benson - Committee recommendations re: Counterproposal received. (Dr. Kuchler)
   c. Dr. Flemmer - update from Ms. Olson
   d. Dr. Cavett-Investigation Report and Recommendations (Dr. Kolstoe)
6. Applications Committee* (Dr. Ulven & Dr. Kolstoe)
   a. For EPPP
   b. For Oral Exams
      i. Dr. Deirdre D'Orazio
      ii. Dr. Katherine Klipfel
   c. For Limited Practice
      i. Dr. Richard Travis
   d. New Application Initiation Form Received
      i. Board Members to review NDCC and NDAC re processing of Application Initiation Forms
      ii. Dr. John Campbell
   e. Open Application Files Needing Board Action
   f. Application Inquiries
      i. Dr. Hutchison’s Inquiry
7. Examination Committee* (Ms. Olson, Dr. Adams Larsen, & Dr. Haugen)
   a. Recommendations to the Board with regard to PRE
8. Minutes to be approved – Board Members – if there are any edits/changes PLEASE provide those to Emily ahead of the meeting – we will not have time on this agenda to discuss specifics. If there are any needed changes, that set will need to be tabled to the next meeting.
   a. New Minutes
      i. April 17, 2017-Board Meeting
      ii. April 28, 2017-Board Office Committee
      iii. May 15, 2017-Board Meeting

NDSBPE MEETING AGENDA – JUNE 19, 2017

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).
iv. May 19, 2017 - Board Office Committee
v. May 26, 2017 - Examinations Committee
vi. June 9, 2017 - Examinations Committee
b. Past Minutes
   i. Jan. 16, 2016 - Legislative Rules Committee
   ii. Mar. 18, 2016 - Complaints Committee
   iii. July 6, 2016 - Applications Committee
   iv. July 8, 2016 - Examinations Committee
   v. July 22, 2016 - Examinations Committee
   vi. Aug. 5, 2016 - Examinations Committee
   vii. Aug. 16, 2016 - Complaints Sub-committee
   viii. Nov. 18, 2016 - Continuing Education Committee
9. Continuing Education Committee (Dr. LaRocque, Dr. Ulven, & Dr. Haugen)
   a. Consent Agenda for Approval (see agenda submitted by CE Committee)
10. Special Topics
   a. School Psychology (Dr. Kolstoe) – potential collaboration with NDBCE?
   b. DoH Advisory Group (Dr. Ulven)
   c. Child Support Enforcement Meetings (Dr. Adams Larsen/Mr. Schaibley)
   d. Board Policy & Office Procedures Manual (Ms. Hensler, Dr. Adams Larsen, Dr. Haugen)
11. Other Business Arising – time permitted
12. Adjourn

Next Board Regular Meetings (noon CT to 1:00 pm): Jul 17 & 18 BISMARCK, AUG 21, SEP 18, OCT 16, NOV 20, DEC 18
Committee Meetings: TBA
Oral Exams: 2017: July 12th (WED), Oct. 11 (WED)
AGENDA

1. Call to Order & Attendance (Dr. Adams Larsen, Presiding)
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. History. The 1967 legislative assembly passed legislation establishing the state board of psychologist examiners, codified as North Dakota Century Code chapter 43-32. The board licenses psychologists, industrial- organizational psychologists, and applied behavior analysts, and registers applied behavior analysts.
3. INTRODUCTIONS & COLLABORATIVE DISCUSSION (Board, Ms. Hensler, Project Solutions)
4. STRATEGIC PLANNING – Morning Session
   a. Financial Review (Ms. Hensler)
   b. Policy & Procedure Manual (Dr. Haugen, Ms. Hensler, Project Solutions)
   c. POTENTIAL TO TAKE BOARD OFFICE ITEMS OUT OF ORDER
   d. 5 – 10 year planning, goals, objectives
   e. Committee Strategies – delegation of authority, function of committees, & board member assignments
   f. Ethics Code development planning for law/rule changes
   g. CE program sponsors and evaluation policy discussion (Dr. Kolstoe & Dr. Adams Larsen)
   h. Examinations discussion – PRE and repetitions (Dr. Haugen)
   i. ELECTIONS
      i. President
      ii. Vice President
      iii. Secretary
5. SPECIAL TOPICS
   a. School Psychology (Dr. Kolstoe) – potential collaboration with NDBCE
   b. DoH Advisory Group (Dr. Ulven)
   c. Child Support Enforcement Meetings (Dr. Adams Larsen/Mr. Schaibley)
6. NEW BUSINESS
   a. Inquiry Items
      i. ABA Endorsement (Mr. Schaibley)
      ii. Telepractice Questions from Dr. Aasen (Mr. Schaibley)
7. COMMITTEE BUSINESS – (Estimated to begin after lunch break)
   a. Board Office Committee (Dr. Adams Larsen, Ms. Hensler, Dr. LaRocque & Dr. Haugen)
      i. Monthly Status Report – (#Calls, #Emails, #Verifications, #Applications, etc.)
      ii. Monthly Finance Report
      iii. Meeting Minutes to be approved

NDSBPE MEETING AGENDA

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.

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1. June 19, 2017 – Board Meeting
2. June 23, 2017 – Special Meeting
   iv. Vendor Transition Updates (Ms. Hensler, Project Solutions, Dr. Adams Larsen)
   v. Limited Practice Applications Process – Clarifications
   vi. Audit Processes – Discussion and decision (Independent vs. new law)
b. Legislative/Outreach/Training Committee (Dr. Kolstoe & Dr. Adams Larsen)
   i. Administrative Code Draft (Dr. Kolstoe)
   ii. Newsletter (Dr. Adams Larsen)
   iii. Training
      1. CRT (yesterday) – review of learning
      2. FARL RLS (October 5-8, 2017 Savannah, GA – Dr. Adams Larsen attending as Board Member, Mr. Schaibley as Board Attorney/shared)
      3. ASPPB (October 18-22, 2017 Waikoloa, HI – Dr. Kuchler attending as Board Investigator)
      4. FARF Forum (January 25-28, 2018 Coronado, CA – Dr. Adams Larsen?)
      5. ASPPB (April 12-15, 2018 Savannah, GA)
      6. CLEAR (??)
c. Complaints Committee* (Dr. LaRocque & Ms. Olson)
   i. Dr. Flemmer – Update from Ms. Olson
   ii. Committee Updates & Business Items
d. Applications Committee* (Dr. Ulven & Dr. Kolstoe)
   i. Sit for EPPP
   ii. Sit for Oral Exam
      1. Mr. Taylor Hill (LABA)
   iii. For Limited Practice
   iv. List of Application Initiation Forms Received since last meeting
      1. List here
   v. Open Application Files Needing Board Action
      1. List here
   vi. List of Supervision Notification Forms Received since last meeting
      1. List here
   vii. Business Items*
      1. Dr. Travis (Mr. Schaibley)
      2. Dr. Jocelyn Soderstrom (Mr. Schaibley)
e. Examination Committee* (Ms. Olson, Dr. Adams Larsen & Dr. Haugen)
   i. Scheduling of Oral Exam dates
      1. Oct 9th vs. 11th (Mon, 9th, 2017 is Columbus Day)

NDSBPE MEETING AGENDA

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.

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nd state board of psychologist examiners

BOARD ANNUAL RETREAT
July 17, 2017 – 8-5pm CRT Training Capital Building – Pioneer Room
July 18, 2017 @ 8-5 pm CT Capital Building – 18th Floor AAGs Conference Room

AGENDA

2. Future Dates - discussion
   ii. Review of PRE
   iii. Feedback from board on PRE
   iv. Recommendations for the Administrative Code related to PRE process/procedures
f. Continuing Education Committee (Dr. LaRocque, Dr. Ulven, & Dr Haugen)
   i. Report – no consent agenda

8. Other Business Arising – time permitted

9. Adjourn

Next Board Regular Meetings (noon CT to 1:00 pm): AUG 21, SEP 18, OCT 16, NOV 20, DEC 18
Committee Meetings: TBA
Oral Exams: 2017: Oct. 11 (WED)
1. **Call to Order & Attendance** (Dr. Haugen, Presiding)

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. **History.** The 1967 legislative assembly passed legislation establishing the state board of psychologist examiners, codified as North Dakota Century Code chapter 43-32. The board licenses psychologists, industrial-organizational psychologists, and applied behavior analysts, and registers applied behavior analysts.

3. **INVITED ATTENDEE**
   a. Dr. Catherine Yeager (supervisor of Dr. Jocelyn Soderstrom), 12:05pm (Dr. Adams Larsen)*

4. **INQUIRY ITEMS**
   i. ABA Endorsement -- documents in Basecamp (Mr. Schaibley - Update)
   ii. Telepractice Questions from Dr. Aasen (Mr. Schaibley/Dr. Haugen)
   iii. LABA and RABA Questions from Ms. Barchenger -- document in Basecamp (Dr. Boomgaardener)
   iv. Post-doctoral inquiry from Dr. Tara Geigle -- document in Basecamp (Mr. Schaibley)

5. **COMMITTEE BUSINESS**
   a. **Board Office** (Dr. Haugen)
      i. Monthly Status Report -- (#Calls, #Emails, #Verifications, #Applications, etc.) -- to be reviewed in September 2017 meeting
      ii. Meeting Minutes to be approved
         1. July 17 & 18, 2017 – Board Retreat Meeting (distributed by Dr. Adams Larsen via email)
      iii. Vendor Transition Updates
         1. Dropbox vs Basecamp
      iv. Future full board meeting dates -- discussion (see document in Basecamp)
   b. **Budget Committee** (Dr. Kolstoe)
      i. Budget of 2017-2018
   c. **Legislative Committee** (Dr. Kolstoe)
      i. Administrative Code Draft

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**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.

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AGENDA

d. Outreach/Training Committee (Dr. Adams Larsen)
   i. Training
      1. FARB – Regulatory Law Seminar (RLS) Savannah, GA October 5-8, 2017
      2. ASPPB – Meeting of Delegates Waikoloa, HI October 18-22, 2017

e. Complaints Committee* (Dr. LaRocque)
   i. Dr. Flemmer – (Update from Dr. Adams Larsen)
   ii. Investigator Updates
      1. Dr. David Brooks
   iii. Business Items

f. Applications Committee* (Dr. Ulven)
   i. Sit for Oral Exam
      1. Mr. Taylor Hill (LABA)
   ii. Business Items*
      1. Dr. Travis (Mr. Schaibley)
      2. Service/Experience Category definitions on PLUS form (APPIC; Dr. Ulven)
      3. Dr. Deirdre D’Orazio (Dr. Haugen)

g. Examination Committee* (Dr. Haugen)
   i. Scheduling of Oral Exam dates
      1. Oct 11th, 2017
      2. Future Dates - discussion (see document in Basecamp)
   ii. Feedback from board on PRE
   iii. Recommendations for the Administrative Code related to PRE process/procedures
   iv. Consultation call with ABA colleagues

h. Continuing Education Committee (Dr. Haugen/Dr. Boomgaardен)
   i. Consent Agenda (see document in Basecamp)
   ii. CE tracker software

6. SPECIAL TOPICS
   a. School Psychology (Dr. Kolstoe) – potential outreach collaboration with NDBCE (Dr. Adams Larsen)
   b. DoH Autism Advisory Group (Dr. Boomgaarden)
   c. Child Support Enforcement Meetings (Dr. Adams Larsen/Mr. Schaibley)

7. Other Business Arising – time permitted

8. Adjourn
AGENDA

Next Board Regular Meetings (noon CT to 1:00 pm): SEP 18, OCT 16, NOV 20, DEC 18 – 2018 – NEED TO ADD DATES
Committee Meetings: TBA
ND State Board of Psychologists
Complaints Committee
AGENDA September 28, 2017 2:30 PM
IHS Behavioral Health
1300 Hospital Loop
Belfour, ND 58316

1. Call to order
2. Complaint
   a. Dr. Wegner
3. Adjourn
Call to Order & Attendance (Dr. Haugen, Presiding)

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.

NEW BUSINESS

- Inquiry Items
  - License numbers on Provisional License Status letters (Dr. Haugen/Mr. Schaibley)

COMMITTEE BUSINESS

- Board Office (Dr. Haugen)
  - Monthly Status Report – (7/14 to 9/14 - 1169 emails; 7/14 to 8/21- 714; 8/22 to 9/14 - 455)
  - Meeting Minutes to be approved (see document in Basecamp)
    - August 21, 2017, Board Meeting
  - Monthly Finance Report (see document in Basecamp)
  - Board Meeting Date Changes
    - November 29, 2018 is a Thursday (not a Monday); proposed change to November 26
    - July 18, 2018 would be following proposed retreat; proposed change to July 25
  - Vendor Transition Updates
    - Kathlene Thurman will provide primary office support
    - Communicating with board staff and board staff tasks
    - Files transitioning to basecamp (Applications, CE's to review)
  - NDSBPE Form review (specifically review CE Program Sponsor Approval and CE Reporting Approval in Basecamp in Forms/Letter Templates Revised and Awaiting Approval folder)

- 2018 License/Registration Renewals
  - Proposal to use Google Forms for renewals (including old and new attestations; Dr. Adams Larsen; see link in Basecamp)
  - Credit card processing (Ms. Thurman/Dr. Adams Larsen)
  - Process questions from board office

- Procedure and Functions Manual Updates
  - Feedback from board on Overview, Board Member, and Board Meeting sections
  - Committee functions and assignments (review document in Basecamp for proposal)

- Budget Committee (Dr. Kolstoe)
  - Budget of 2017-2018 (review document in Basecamp)

- Legislative Committee (Dr. Kolstoe)
  - Administrative Code Draft Updates

- Outreach/Training Committee (Dr. Adams Larsen)
  - Action items
    - Discussion about educational talk on LABA licensing in ND to UND ABA students (on-line)
    - Application Tracking/Eligibility Form (referred to Applications committee)

ND State Board of Psychologist Examiners
402 East Main Street, Suite 5 - Bismarck, ND 58501
P. 701.214.5580 – F. 605.355.6961

DATE Monday, September 18, 2017 @ 12-1:15pm CT

AGENDA
AGENDA

3. Board direction to the Outreach committee to work with various stakeholders to potentially be meeting site hosts
   ii. Training
      1. FARB RLS – October 5-8, 2017 (Savannah, GA): Dr. Adams Larsen attending as board member, Mr. Schaibley as board attorney
      2. ASPPB – October 18-22, 2017 (Waikoloa, HI): Dr. Adams Larsen attending as board member, Dr. Kuchler attending as board investigator
      3. FARB Forum – January 25-28 (Coronado, CA): Dr. Adams Larsen, Mr. Schaibley (Board of Audiology able to pay for half, NDSBPE paying for half)
      4. ASPPB – April 12-15 (Savannah, GA): Dr. Boomgaard and Dr. Haugen possibly attending
      5. CLEAR – Investigator training
   e. Complaints Committee* (Dr. LaRocque)
      i. Dr. Flemmer (Update from Dr. Adams Larsen)
      ii. Dr. Wegner
      iii. Investigator Updates
      iv. Business Items
   f. Applications Committee* (Dr. Ulven)
      i. Sit for EPPP
         1. Campbell (J ARA)
         2. Donohue (LABA)
         3. Gordon (LABA)
      ii. Sit for Oral Exam
         1. Hill (LABA) – endorsement updates
         2. Larkin (LABA) – PLUS updates
         3. Owens (LABA)
         4. Motl (LABA)
      iii. For Limited Practice
      iv. List of Application Initiation Forms Received since last meeting
      v. Open Application Files Needing Board Action
      vi. List of Supervision Notification Forms Received since last meeting
         1. Zeitchick
         2. Weber
         3. Collins
         4. Soderstrom
      vii. Business Items*
         1. Dr. Travis (Mr. Schaibley)
         2. Dr. Soderstrom
   g. Examination Committee* (Dr. Haugen)

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ND State Board of Psychologist Examiners

402 East Main Street, Suite 5 - Bismarck, ND 58501
P. 701.214.5580 – F. 605.335.6961

DATE Monday, September 18, 2017 @ 12-1:15pm CT

AGENDA

i. Location for Oral exams October 11
ii. Exam content (law, jurisprudence, ethics)

h. Continuing Education Committee (Dr. Boomgaard)
   i. Consent Agenda
   ii. CE tracker software
   iii. Upcoming committee meeting to discuss renewal/audit process

5. SPECIAL TOPICS
   a. School Psychology (Dr. Kolstoe) – potential outreach collaboration with NDBCE (Dr. Adams Larsen)
   b. DoH Autism Advisory Group (Dr. Boomgaard)
   c. Child Support Enforcement Meetings (Dr. Adams Larsen/Mr. Schaibley)

6. Other Business Arising – time permitted

7. Adjourn

Next Board Regular Meetings (noon CT to 1:15 pm):
2017 DATES: SEP 18, OCT 16, NOV 20, DEC 18
2018 DATES: JAN 8, FEB 12, MAR 19, APR 16, MAY 21, JUNE 18, JULY 16 - 17 (BOARD RETREAT?), AUG 20, SEPT 17, OCT 15, NOV 29, DEC 17

Committee Meetings: TBA

Oral Exams:
2017: Oct. 11 (WED)
2018 DATES: JAN 17 (WED), APR 18 (WED), JULY 18 (WED), OCT 17 (WED)

ND State Board of Psychologist Examiners

Meeting Information: The public is welcome to attend any meeting of the NDSPBE. 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.

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nd state board of psychologist examiners
402 East Main Street, Suite 5 - Bismarck, ND 58501

Monday, October 16, 2017 @ 12-1:15pm CT

AGENDA

1. Call to Order & Attendance (Dr. Haugen, Presiding)
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. NEW BUSINESS
   a. General items to address
      i. Using Basecamp and open meeting laws (Mr. Schaibley)
      ii. ASPPB supervision guidelines, open comment period - November 17 deadline (Dr. LaRocque)
      iii. Teaching psychology courses and the practice of psychology (review definition of practicing psychology in 43-32 and application initiation forms in basecamp for Dr. Gordon and Dr. Donohue)
   b. Inquiry Items

4. BOARD BUSINESS
   a. Board Office Coordinator (Dr. Haugen)
      i. Monthly Status Report - (#Calls, #Emails, #Verifications, #Applications, etc.): data collection on hold until January 2018 (post-renewals)
      ii. Meeting Minutes to be approved (see documents in Basecamp)
         1. September 7, 2017, Complaints Committee
         2. September 18, 2017, Board Meeting
         3. September 28, 2017, Complaints Committee
         4. October 11, 2017, Oral Exams
      iii. Monthly Finance Report (see document in Basecamp)
      iv. 2018 License/Registration Renewals updates
         1. Psych resident renewal form (review form in basecamp to provide feedback)
         2. Updates from Board Office
      v. Procedure and Functions Manual
         1. Feedback from board on Applications/Licensure section (review manual in basecamp)
   b. Complaints Committee* (Dr. LaRocque)
      i. Complaints/Investigator Updates
         1. Dr. Wegner
      ii. Discipline
         1. Dr. Benson
      iii. Business Items
         1. National Practitioner Data Bank administrator (Dr. Haugen)
         2. Dr. Flemmer (Dr. Adams Larsen)
   c. Continuing Education Coordinator (Dr. Boomgaarden)
      i. See Consent Agenda
   d. Budget Coordinator (Dr. Kolstoe)
      i. Budget of 2017-2018 (review document in Basecamp)
   e. Legislative Coordinator (Dr. Kolstoe/Mr. Schaibley)
AGENDA

i. NDAC Rulemaking updates

f. Outreach/Training Coordinator (Dr. Adams Larsen)
   i. Updates from FARBS LRS – October 5-8, 2017 (Savannah, GA): Dr. Adams Larsen (board member) and Mr. Schaibley (board attorney)
   ii. Upcoming Training
       1. ASPPB – October 18-22, 2017 (Waikoloa, HI): Dr. Adams Larsen attending as board member, Dr. Kuchler attending as board investigator
       2. FARBS Forum – January 25-28 (Coronado, CA): Dr. Adams Larsen, Mr. Schaibley (Board of Audiology able to pay for half, NDSBPE paying for half)
       3. ASPPB – April 12-15 (Savannah, GA): Dr. Boomgaard and Dr. Haugen possibly attending
       4. CLEAR – Investigator training

   g. Applications Coordinator* (Dr. Ulven)
      i. Sit for EPPP
      ii. Sit for Oral Exam
          1. Dr. Kelley
      iii. For Limited Practice
      iv. List of Application Initiation Forms Received since last meeting
          1. Mr. Russell (sent to ASPPB)
      v. Open Application Files Needing Board Action
      vi. List of Supervision Notification Forms Received since last meeting
      vii. Business Items* (Dr. Haugen)
          1. Dr. Travis
          2. Dr. Gillis
          3. Dr. D’Orazio

h. Examination Coordinator* (Dr. Haugen)
   i. Vote for Oral Exams: October 11, 2017
      1. Dr. Motl (LP)
      2. Dr. Owens (LP)
      3. Ms. Mahoney (LABA)
   ii. Board member to take over responsibility for PRE exam development

5. SPECIAL TOPICS – no updates
   a. School Psychology (Dr. Kolstoe) – potential outreach collaboration with NDBCE (Dr. Adams Larsen)
   b. DoH Autism Advisory Group (Dr. Boomgaard)
   c. Child Support Enforcement Meetings (Dr. Adams Larsen/Mr. Schaibley)

6. Other Business Arising – time permitted

7. Adjourn

Next Board Regular Meetings (noon CT to 1:15 pm):
2017 DATES: NOV 20, DEC 18
AGENDA

2018 DATES: JAN 8, FEB 12, MAR 19, APR 16, MAY 21, JUNE 18, JULY 16 - 17 (BOARD RETREAT?), AUG 20, SEPT 17, OCT 15, NOV 26, DEC 17
Committee Meetings: TBA
Oral Exams:
2018 DATES: JAN 17 (WED), APR 18 (WED), JULY 25 (WED), OCT 17 (WED)
nd state board of psychologist examiners

BOARD TELECONFERENCE

Board Office Meeting
November 17, 2017 @ 9am CT
Originating from: 3535 S. 31st St., #201
Grand Forks, ND 58201

AGENDA

1. Call to Order at 9:02; Dr. Haugen, Dr. Kolstoe, Kathlene Thurman and Brandy Tennant (Board Support)
2. General office functions
   a. Email sorting/forwarding
      Multiple email accounts created by Dr. Kolstoe so board members can assist with specific email inquiries. A complete list of emails created were sent out on 11/11/2017 and includes:

      ndsbpeCE@gmail.com - already created by Margo .... Margo - I could not get the PW to work?
      ndsbpeCOMPLAINTS@gmail.com PW: Complaint43-32 (NOTE no s ....) - Angie
      ndsbpeAPPS@gmail.com PW: Apps43-32 - Jon
      ndsbpeRENEWALS@gmail.com PW: Renewals43-32 - Margo
      ndsbpeEXAMS@gmail.com PW: Exams43-32 - Erin
      ndsbpeGenInquiries@gmail.com PW: GenInquiries43-32 - Erin
      ndsbpeOutreach@gmail.com PW: Outreach43-32 - PDK
      ndsbpeLEG@gmail.com PW: Leg43-32

      Emails were created that identified the board role and not by the person managing the function or responsibilities.

      Board members will cc the main account, so board support staff will be aware of the communications and remain current in activities.

      Board office main account is not getting all the emails that board members are responding to. Board office will create new folders that match the new email accounts until there is time to clean up the current subfolders. Example is the licensees that were getting audited are not getting forwarded to the correct gmail account. An email to Margo to see if she can fix it.

      It is a work in process to develop a clear set of procedures between board members, staff, etc.

   b. Reimbursement and bill paying
      Dr. Kolstoe has access to view the Wells Fargo but cannot issue payments or download bank statements. Upload invoices to Basecamp to have either Dr. Kolstoe or Dr. Haugen to approve the invoices. Dr. Haugen can sign the check for the PSI payment. The balance of invoices PSI can sign. Greg Hanson to be added to the account so Kathlene and Greg can both sign the checks and to still have 2 signatures on the account. Dr. Kolstoe and Kathlene will work on a streamlined procedure over the next month or so.

3. Verifications
   No issues with verifications.

4. Renewals
   a. Procedures
      i. Pairing payment with renewal application: No issues or concerns currently.
      ii. Audit procedures for renewals: Dr. Boomgaarden is working on this with a completion date of 11/22/2017. PDF saved in their files and email sent to licensee.
      iii. Review of applications with items of concern: Dr. LaRocque will continue to review items of concerns.
Further discussion at the Monday board meeting.

iv. Board and PSI will discuss in mid-January will discuss best practices and create additional procedures internally and externally.

b. Late renewals: Jesse Daniels not completing CEs.

c. 2018 renewal certificates: Mail before 12/15. Issue with DOB. Master spreadsheet and need a master database. PSI to determine options available for creating the database that will connect to their electronic files.

5. Applications

a. New/Pending Applications

i. Ms. Stephany: Application was sent to Georgia. She resent the application and we received it but it was not signed, notarized and no payment included. The employer called and was quite upset that we don’t have it yet. We are on high alert for this envelope with payment. Approved us to obtain proof of payment and move forward with her application. We will update Dr. Haugen as soon as payment is received, or application is being processed.

6. Inquiries:

a. Supervision requirements: Dr. Phillip – Behavioral Analyst question. Is he eligible to supervise behavioral analysts waiting for licensure post BCBA test? Dr. Haugen responding with supervision requirements from the codes. Further board discussion required. Dr. Kolstoe will write up something for the board to review and consider.

b. Forensic psychologist doing a peer review. Will review with Dave Schaibley.

7. Other Matters Arising

2018 Budget: Dr. Kolstoe and Kathlene will work on creating one and compare it to P & L’s from previous years with a year-over-year comparison. PSI will prepare and upload to Basecamp.

1. **Call to Order & Attendance** (Dr. Haugen, Presiding)

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** (Dr. Kuchler/Dr. Haugen)
      i. Complaints/Investigator Updates
         1. Dr. Baer
         2. Dr. Darveaux
      ii. Discipline
         1. Dr. Benson
      iii. Business Items
         1. Procedure recommendations (see Complaints Meeting minutes from 11-3-17 and additional document in Basecamp)
         2. Dr. Flemmer (Dr. Adams Larsen)
   b. **Board Office Coordinator** (Dr. Haugen)
      i. Monthly Status Report – (#Calls, #Emails, #Verifications, Applications, etc.): data collection on hold until January 2018 (post-renewals)
      ii. Meeting Minutes to be approved (see documents in Basecamp)
         1. July 6, 2017-Complaints Committee
         2. October 16, 2017-Board Meeting
         3. November 3, 2017-Complaints Meeting
      iii. Monthly Finance Report (see document in Basecamp)
      iv. 2018 License/Registration Renewals updates
      v. Procedure and Functions Manual
   c. **Continuing Education Coordinator** (Dr. Boomgaardsen)
      i. See Consent Agenda (in Basecamp)
      ii. CE extension requests
      iii. CE Audit reports
   d. **Applications Coordinator** (Dr. Ulven)
      i. Sit for EPPP
         1. Dr. Donohue (review requested documentation in Basecamp regarding practicing psychology per NDCC 43-32)
         2. Dr. Gordon (review requested documentation in Basecamp regarding practicing psychology per NDCC 43-32)
         3. Dr. Herron
      ii. Sit for Oral Exam
         1. Ms. Larkin (LABA)
         2. Mr. Hill (LABA)
iii. For Limited Practice
iv. List of Application Initiation Forms Received since last meeting
   1. Dr. Slivensky (LP; sent to ASPPB)
   2. Ms. Stephany (LABA)
v. Open Application Files Needing Board Action or Discussion
   1. Ms. Mahoney (LABA); oral examination retakes
   2. Dr. D’Orazio (Dr. Kolstoe)
   3. Dr. Kelley
vi. List of Supervision Notification Forms Received since last meeting
   1. Dr. Slivinsky; Dr. Preussler (primary)
   2. Dr. Campbell; Dr. Carlson (primary), Dr. Sloan McArthur (secondary)
vii. Business items (Dr. Haugen)-see proposed procedures in Basecamp
   1. Procedure for when application deadlines fall on a weekend or holiday
   2. Procedure when initial Psychology Resident Status Letter (3 months) has expired but Board has not
      reviewed file to issue 3-year Resident Status Letter
   3. Issuing Provisional License Letters to LABA applicants
e. Legislative Coordinator (Dr. Kolstoe)
   i. NDAC Rulemaking updates
f. Outreach/Training Coordinator (Dr. Adams Larsen)
   i. Updates from trainings attended
      1. FARB RLS — October 5-8, 2017 (Savannah, GA); Dr. Adams Larsen (board member) and Mr. Schaibley
         (board attorney)
      2. ASPPB — October 18-22, 2017 (Waiolena, HI); Dr. Adams Larsen (as board member) and Dr. Kuchler (as
         board investigator)
         a. EPP2 Updates (see document in Basecamp)
   ii. Outreach Updates (see report in Basecamp)
iii. Upcoming Training
   1. FARB Forum — January 25-28 (Coronado, CA); Dr. Adams Larsen, Mr. Schaibley (Board of Audiology able to
      pay for half, NDSBPE paying for half)
   2. ASPPB — April 12-15 (Savannah, GA); Dr. Boomgaard and Dr. Haugen possibly attending
   3. CLEAR — Investigator training
g. Budget Coordinator (Dr. Kolstoe)
   i. Budget of 2017-2018 (review document in Basecamp)
h. Examination Coordinator* (Dr. Haugen)
   i. Identify board members to discuss and recommend procedures and items for PRE exam
4. NEW BUSINESS
   a. General items to address
      i. ASPPB supervision guidelines, open comment period-November 17 deadline (Dr. LaRocque)
   b. Inquiry Items
5. SPECIAL TOPICS – no updates
   a. School Psychology (Dr. Kolstoe) – potential outreach collaboration with NDBCE (Dr. Adams Larsen)
   b. DoH Autism Advisory Group (Dr. Boomgaard)
   c. Child Support Enforcement Meetings (Dr. Adams Larsen/Mr. Schaibley)

6. Other Business Arising – time permitted

7. Adjourn

Next Board Regular Meetings (noon CT to 1:15 pm):
2017 DATES: DEC 18
2018 DATES: JAN 8, FEB 12, MAR 19, APR 16, MAY 21, JUNE 18, JULY 16 - 17 (BOARD RETREAT?), AUG 20, SEPT 17, OCT 15, NOV 26, DEC 17

Board Office Meetings:
2017 DATES: NOV 17, DEC 1, DEC 8, DEC 15, DEC 22

Oral Exams:
2018 DATES: JAN 17 (WED), APR 18 (WED), JULY 25 (WED), OCT 17 (WED)
nd state board of psychologist examiners

BOARD TELECONFERENCE

Board Office Meeting
December 8, 2017 @ 9am CT
Originating from: 3535 S. 31st St., #201
Grand Forks, ND 58201

AGENDA

1. Call to Order and attendance
2. General office functions
   a. Email sorting/forwarding
   b. Other business
3. Renewals
   a. Procedures
   b. Late renewals
   c. 2018 renewal certificates
   d. Other renewal business
4. Applications
   a. New/Pending Applications
   b. Other application business
5. Inquiries
   a. New
   b. Pending
6. Other Matters Arising
7. Adjourn
nd state board of psychologist examiners

BOARD TELECONFERENCE

Board Office Meeting
December 13, 2017 @ 10:30am CT
Originating from: 3535 S. 31st St., #201
Grand Forks, ND 58201

AGENDA

1. Call to Order and attendance, Dr. Haugen presiding
2. Audit/CE Applications
3. Conduct Applications
4. Other Application Issues
5. Other Matters Arising-time permitting
6. Adjourn

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nd state board of psychologist examiners

BOARD TELECONFERENCE

Board Office Meeting
December 15, 2017 @ 9am CT
Originating from: 3535 S. 31st St., #201
Grand Forks, ND 58201

AGENDA

1. Call to Order and attendance
2. General office functions
   a. Email sorting/forwarding
   b. Other business
3. Renewals
   a. Renewal updates
   b. Other renewal business
4. Applications
   a. New/Pending Applications
   b. Other application business
5. Inquiries
   a. New
   b. Pending
6. Other Matters Arising
7. Adjourn
AGENDA

1. **Call to Order & Attendance** (Dr. Haugen, Presiding)

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** (Dr. Kuchar/Dr. Haugen)
      i. Complaints/Investigator Updates
         1. Dr. Baer
         2. Dr. Darveaux
      ii. Discipline
      iii. Business Items
         1. Dr. Flemmer (Dr. Adams Larsen)
         2. NDA and Contract with Dr. Kuchar (Mr. Schaibley)
   b. **Applications Coordinator** (Dr. Ulven)
      i. Sit for EPPP
         1. Dr. Weber (LP)
      ii. Sit for Oral Exam
         1. Mr. Russell (ABA)
      iii. For Limited Practice
         1. Dr. D'Orazio (Dr. Kolstoe)
      iv. Open Application Files Needing Board Action or Discussion
         1. Mr. Hill (ABA)
         2. Dr. Gordon (LP)
         3. Dr. Donohue (LP)
         4. Dr. Kelley (LP)
      v. Provisional License Status letters issued since last meeting
         1. Mr. Russell (ABA)
      vi. List of Application Initiation Forms Received since last meeting
      vii. List of Supervision Notification Forms Received since last meeting (Dr. Haugen)
         1. Dr. Parisien (Dr. Jolie-Trottier)
      viii. Business Items: several procedures will be developed for January meeting
   c. **Continuing Education Coordinator** (Dr. Boomgaardan)
      i. Consent Agenda (in Basecamp)
      ii. CE extension requests
      iii. Renewal applications with CE Audit reports to discuss (see Basecamp)
   d. **Renewals** (Dr. Haugen)
      i. Board Office renewal information
         1. Individuals not renewing (see Basecamp)
         2. No application received (see Basecamp)

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AGENDA

3. Cannot practice letters will be issued January 1, 2018
   ii. Applications with conduct items for discussion (see Basecamp)
   iii. Applications with other issues for discussion (see Basecamp)
   iv. Ratify licenses issued (see Basecamp)

e. Legislative Coordinator (Dr. Kolstoe)
   i. NDAC Rulemaking updates
   ii. Dr. Geigle Inquiry and Health Services Committee meeting (January 3, 2018)

f. Examination Coordinator* (Dr. Haugen)
   i. Oral Exams (January 17, 2018; April 18, 2018)
      1. Locations
      2. Procedure (7+ eligible to sit for January)

4. NEW BUSINESS
   a. General items to address

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AGENDA

5. SPECIAL TOPICS
   a. ASPPB supervision guidelines (Dr. LaRocque)
   b. School Psychology (Dr. Kolstoe) – potential outreach collaboration with NDBCE (Dr. Adams Larsen)
   c. DoH Autism Advisory Group (Dr. Boomgaard)
   d. Child Support Enforcement Meetings (Dr. Adams Larsen/Mr. Schaibley)

6. Other Business Arising – time permitted

7. Adjourn

Next Board Regular Meetings (noon CT to 1:15 pm):
2018 DATES: JAN 8, FEB 12, MAR 19, APR 16, MAY 21, JUNE 18, JULY 16 - 17 (BOARD RETREAT?), AUG 20, SEPT 17, OCT 15, NOV 26, DEC 17

Board Office Meetings:
2017 DATES: DEC 22
2018 DATES: TBD

Oral Exams:
2018 DATES: JAN 17 (WED), APR 18 (WED), JULY 25 (WED), OCT 17 (WED)
Call to Order and attendance

General office functions
   a. Email sorting/forwarding
   b. Other business

Renewals
   a. Renewal updates
   b. Supervision form for RABAs
   c. Other renewal business

Applications
   a. New/Pending Applications
   b. Other application business

Inquiries
   a. New
   b. Pending

Other Matters Arising

Adjourn
nd state board of psychologist examiners

BOARD TELECONFERENCE

Board Office Meeting
November 10, 2017 @ 9am CT
Originating from: 3535 S. 31st St., #201
Grand Forks, ND 58201

AGENDA

1. Call to Order and attendance
2. General office functions
   a. Email sorting/forwarding
   b. Board Audit process
3. Inquiries
   a. Oral exam dates
4. Renewals
   a. Pairing payment with renewal application
   b. Audit procedures for renewals
   c. Late renewals
   d. 2018 renewal certificates
5. Applications
   a. New/Pending Applications
   b. Provisional licenses and LABA applicants
6. Other Matters Arising
7. Adjourn

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nd state board of psychologist examiners

BOARD TELECONFERENCE

Special Meeting
November 1, 2017 @ 9:30am CT
Originating from: 3535 S. 31st St., #201
Grand Forks, ND 58201

AGENDA

1. Call to Order
2. Board Office changes
3. Addressing inquiries
4. Adjourn
Call to Order and attendance
2. General office functions
   a. Email sorting/forwarding
   b. Other business
3. Renewals
   a. Procedures
      i. Forms
   b. Late renewals
      i. NSF check and late fees
   c. 2018 renewal certificates
   d. Other renewal business
4. Applications
   a. New/Pending Applications
   b. Other application business
5. Inquiries
   a. New
   b. Pending
6. Other Matters Arising
7. Adjourn

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.

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