

nd state board of psychologist examiners

Thursday, July 11, 2024 @ 830am-3:00 pm
 Location: Bismarck Capitol, Sakakawea Room
 Meeting minutes

1. Call to Order & Attendance

Dr. Renee Boomgaarden: President presiding called the meeting to order at 8:44am

Present:

Dr. Renee Boomgaarden
 Dr. Ed Kehrwald
 Dr. Paul Kolstoe
 Dr. Jennifer Krance
 Dr. Sara Quam
 Dr. Angela LaRocque
 Mr. Gary Wolsky
 Dr. Chris Hertler
 Brian Barrett, APT, Inc
 Matt Menge, AAG

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. Whitcomb

Board reviewed and awaiting response. Brian will see if Bridget sent out a request.

Dr. Buffington

This was discussed and Board will wait for Dr. Buffington to send results of complaint in MN.

- ii. Inquiries

Discipline

b. Applications Coordinator* (Dr. Kehrwald / Dr. Boomgaarden)

- i. Sit for EPPP:

Sit for Oral Exam

None

- ii. For Limited Practice

- iii. 4 - Month Resident Letters issued

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iv. Open Application Files Needing Board Action or Discussion.

Dr. Schlak situation.

The Board reviewed and Dr. Boomgaarden will prepare a response for Brian to send.

Patrick McNally question

The Board reviewed and Dr. Boomgaarden will prepare a response for Brian to send.

Discussion items:

- *Will ND allow an applicant to pursue licensure and offer a telehealth practice while living out of state?
- *Can an applicant pursue licensure and offer a telehealth practice to residents of ND from Tennessee if unlicensed in Tennessee?
- *What is the general timeline for obtaining a license from ND?
- *What is the general timeline for obtaining a license from ND? How soon can an applicant sit for The oral exam and receive a license to practice?

The Board reviewed the questions above and determined more information is needed. Dr. Boomgaarden will send Brian a response that can be forwarded to the person who asked the questions above.

v. Provisional License Status Letters issued since last meeting

Dr. Lynn Petras

vi. Provisional Licenses that have expired since last meeting

Lauren Imperatore: expired 1/11/2024
 Caitlin Singletary: expired 4/10/2024
 Melody Samuelson: expired 4/18/2024
 Cortney Atkins: Extension granted with no deadline

The Board reviewed the information above. Brian will advise the Board of the Provisional licenses that expire each month.

vii. List of Application Initiation Forms received since last meeting.

viii. List of Supervision Notification Forms received since last meeting.

Cecily Herby-extension to 9/28/2025
 Rachel Wininger-Does not graduate until August 2024

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viii. Business Items

1. **Psypact commissioner**

Dr. LaRocque provided an update.

2. **Computers, emails, Teams**

Dr. Kolstoe reviewed TEAMS and provided a demonstration.

3. **Procedure Manual**

When making updates or suggestions to the policy manual, the Board was encouraged to make these changes on a separate copy. Modifications to the original copy need to be voted on by the Board.

4. **CE Broker issues**

Brian will contact CE Broker about emails being sent to Dr. Boomgaarden.

5. **Open Meeting issues**

*The Board discussed open meeting laws with attorney Matt Menge.
The Board will communicate through APT for questions regarding various issues.*

6. **NPDB renewal**

7. **Meeting with Labor Commissioner/labor Department questionnaire**

*The Board reviewed the questionnaire and spreadsheet with the Labor Commissioner.
The Board discussed licensing and various other issues with the Commissioner.*

8. **Expiring terms and ASPPB discussion regarding retiring from Boards**

9. **Election of officers**

The Board discussed.

Dr. Kehrwald made the motion to keep all officers the same.

Roll Call vote:

All Aye

10. **Joe Miles query-**

The Board reviewed and Dr. Boomgaarden will send a response for Brian to forward.

11. **APA Master's Accreditation**

The Board discussed the APA Survey regarding master's level psychologists. It was decided to send this survey to all licensees. Dr. Boomgaarden will draft a letter/email for Brian to send.

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c. Legislative Coordinator (Dr. Kolstoe)

Administrative Rules changes

d. Board Office Coordinator (Dr. Boomgarden)

- i. Monthly Finance Report and Monthly Status Report – (#Calls, #Emails, #Verifications, #Applications, etc.)
- ii. Board office contact
- iii. Teams chat issue
- iv. Red Tape Reduction
- v. NPDB membership
- vi. Fiscal notes

e. Outreach/Training Coordinator

i. ASPPB meeting

The Board reviewed and discussed ASPPB's suggestion regarding a disclaimer for cheating on the exam.

Dr. Kolstoe received the FELLOW honor form ASPPB and was congratulated by the Board.

Licensing Board Seminar

ii. Training priorities

The Board discussed funding licensee training concerning topics such as telehealth, ethics & jurisprudence and forensics. The Board also discussed the possibility of helping NDPA fund such training.

Dr. Kehrwald made the motion to use up to \$5,000 for training on topics such as ethical, jurisprudence, telehealth or forensics for psychologists and licensees in ND.

Roll call vote: All Aye

Outreach Updates

i. Suggested website updates/changes

Organization of web presence and new platform

Brian will remove the previous executive secretary's name from the website.

Brian will contact Albertson's and inquire about changes to the database so it can generate a list of provisional licensees and a list of those scheduled to renew licenses.

f. Continuing Education Coordinator (Dr. LaRocque)

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i. Consent Agenda

*The Board discussed and reviewed the consent agenda
Dr. Boomgaarden made the motion to approve the consent agenda.
Roll call vote: All Aye*

CE tracking meeting
CE approval request

g. Examination Coordinator (Dr. Krance)

i. Oral Exams –

h. Budget Coordinator (Dr. Kolstoe)

i. **Financial Planning** = estimating

Dr. Kolstoe reviewed the financial with the Board and there were no questions or concerns.

4. NEW BUSINESS

a. COVID-19

b. Approve minutes from Board Meeting 06/24//2024

*The Board reviewed the meeting minutes and there were no concerns.
Dr. Boomgaarden made the motion to approve the meeting minutes from 6/24/2024
Roll Call Vote: All Aye*

- c. Albertson's Consulting
- d. Post Doc hour counting toward licensure
- e. Tele supervision vs. face to face supervision requirement?

5. SPECIAL TOPICS

- a. School Psychology (Dr. Kolstoe)
- b. DOH Autism Advisory Group (Dr. Boomgaarden)
- c. Child Support Enforcement Meetings / Mr. Schaibley)

6. Other Business Arising – time permitted

7. Adjourn

Next Board Regular Meetings (noon CT to 1:15 pm):

2024 DATES: JAN 17, Feb. 26, March 18, April 15, May 20 June 17, July-11, August 19, September 16, October 21, November 18, December 16

Board Office Meetings:

2024 DATES: MEETS AS NEEDED ON SELECTED FRIDAYS IN 2024 AS ANNOUNCED

Oral Exams:

TBD

NDSBPE *** MEETING AGENDA

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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.

***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).