

nd state board of psychologist examiners

Monday, November 25, 2024 @ 12pm

Location: Virtual only

Meeting Minutes

1. Call to Order & Attendance (Renee Boomgaarden, PhD, Presiding)
 - Dr. Boomgaarden-President Presiding**
 - Dr. Kolstoe**
 - Dr. Kehrwald**
 - Dr. Hertler**
 - Dr. Quam**
 - Dr. Krance**
 - Dr. LaRocque**
 - Mr. Wolsky**
 - Mr. Brian Barrett, Apt, Inc.**
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. Behrensberg**
 - The Board will review once Dr. Behrensberg's response is received.
 - **Dr. Whitcomb**
 - The Board has not yet received Dr. Whitcomb's response.
 - **Dr. Quincer**
 - The Board discussed this complaint and the response in the Executive Session.
 - Dr. Boomgaarden made the motion to dismiss the complaint based on the lack of sufficient evidence of unethical behavior.
 - **Vote**
 - **Dr. Krance-Aye**

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- Dr. Quam-Aye
- Dr. Boomgaarden-Aye
- Dr. LaRocque-Aye
- Dr. Kehrwald-Aye
- Dr. Kolstoe-Aye
- Mr. Wolsky-Aye

- **Dr. Hanson**
 - The Board discussed this complaint and the response in the Executive Session.
 - Dr. Boomgaarden made the motion to dismiss the complaint based on the lack of sufficient evidence of unethical behavior.
 - Vote
 - Dr. Krance-Aye
 - Dr. Quam-Aye
 - Dr. Boomgaarden-Aye
 - Dr. LaRocque-Aye
 - Dr. Kehrwald-Aye
 - Mr. Wolsky-Aye
 - Dr. Kolstoe-Aye

- **Dr. Wenstrom**
 - The Board's investigator is in the process of reviewing these documents.

- **Dr. Jackson**
 - The Board discussed this complaint and the response in the Executive Session.
 - Dr. Boomgaarden made the motion to dismiss the complaint based on the lack of sufficient evidence of unethical behavior.
 - Vote
 - Dr. Krance-Aye
 - Dr. Quam-Aye
 - Dr. Boomgaarden-Aye
 - Dr. LaRocque-Aye
 - Dr. Kehrwald-Aye
 - Mr. Wolsky-Aye
 - Dr. Kolstoe-Aye

- **Dr. Luger**
 - The Board discussed this complaint and the response in the Executive Session.
 - Dr. Boomgaarden made the motion to dismiss the complaint based on the lack of sufficient evidence of unethical behavior.
 - Vote
 - Dr. Krance-Aye
 - Dr. Quam-Aye
 - Dr. Boomgaarden-Aye
 - Dr. LaRocque-Aye
 - Dr. Kehrwald-Aye
 - Mr. Wolsky-Aye

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- Dr. Kolstoe-Aye
 - Dr. Yeager
 - The Board discussed this complaint and the response in the Executive Session.
 - Dr. Boomgaarden made the motion to dismiss the complaint based on the lack of sufficient evidence of unethical behavior.
 - Vote
 - Dr. Krance-Aye
 - Dr. Quam-Aye
 - Dr. Boomgaarden-Aye
 - Dr. LaRocque-Aye
 - Dr. Kehrwald-Aye
 - Mr. Wolsky-Aye
 - Dr. Kolstoe-Aye
 - Dr. Kolstoe
 - Tabled until next meeting per AAG Matt Menge.
- ii. Inquiries
Discipline
- b. Applications Coordinator* (Dr. Kehrwald / Dr. Boomgaarden)
- i. Sit for EPPP:
- Nobody at this time
- Sit for Oral Exam
- Dr. Norbeck
 - Dr. Boomgaarden made the motion to approve Dr. Norbeck to take the oral exam.
 - Vote:
 - Dr. Krance-Aye
 - Dr. Quam-Aye
 - Dr. LaRocque-Aye
 - Dr. Kehrwald-Aye
 - Dr. Kolstoe-Aye
 - Mr. Wolsky-Aye
 - Dr. Boomgaarden -Aye
 - Dr. Quam-Aye
 - January 15th 2025 will be the Oral exam date.
- ii. For Limited Practice

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- **None since last meeting**
- iii. 4 - Month Resident Letters issued
 - **Dr. Katya Mickelson: Resident License issued on 11/15/2024**
- iv. Open Application Files Needing Board Action or Discussion.
 - **Dr. Jeremy Raines:**
 - **Provision licensure was granted by Dr. Kehrwald on 11/24/2024**
 - **Hailey Ellingson: Pre-Doctorate Internship Application: Update from Dr. Kolstoe**
 - **Dr. Kolstoe sent his “draft” to Sanford**
 - **Once Sanford submits the completed document, the Board will review.**
- v. Provisional License Status Letters issued since last meeting
 - **Dr. Dane Borg**
 - **Issued 10/27/2024**
- vi. Provisional Licenses that have expired since last meeting
 - **Dr. Mary Jeffres:**
 - **The Board requested that Brian notify Dr. Jeffres that her provisional license has expired.**
- vii. List of Application Initiation Forms received since last meeting.
 - **Dr. Dane Borg: Provisional License issued 10/27/24**
 - **Dr. Katya Mickelson: Residency License issued 11/05/24**
- viii. List of Supervision Notification Forms received since last meeting.
 - **Dr. Luger: Supervising Dr. Katya Mickelson**
- viii. Business Items
 1. Psypact commissioner
 - **Dr. Quam attended a 2 day seminar last week**
 - **There are now 42 states, getting new people caught up.**
 - **There was discussion about not knowing who is practicing in the state. Currently Psypact is trying to attest where they have practice.**
 2. Computers, emails, Teams

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3. Procedure Manual
4. CE Broker issues
 - **Dr. Kolstoe discussed putting an announcement on the website advising of the following: Those licensees who are selected for audit purposes should upload CE's into CE Broker. If assistance is needed, they can email Dr. Kolstoe**
5. Open Meeting issues
6. NPDB renewal
- 7 Department of Commerce & Workforce Development Council questionnaire
8. Expiring terms and ASPPB discussion regarding retiring from Boards
9. APA Master's Accreditation
10. ASPPB update on EPPP

c. Legislative Coordinator (Dr. Kolstoe)

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 discussed and several Board members will be going to Montreal on April 24th -25th of 2025.**

Licensing Board Seminar

- **Dr. Boomgaarden made the motion to approve \$5,000 for a CE presentation at NDPA.**
 - **Vote: All Aye**

ii. Training priorities

Outreach Updates

- i. Suggested website updates/changes
Organization of web presence and new platform

f. Continuing Education Coordinator (Dr. LaRocque)

- i. Consent Agenda
 - **Update from Dr. LaRocque**
- ii. CE approval requests submitted via CE Broker

NDSBPE * MEETING AGENDA**

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g. Examination Coordinator (Dr. Krance)

i. Oral Exams –

- **January 15th 2025 will be the next oral exam**

h. Budget Coordinator (Dr. Kolstoe)

i. Financial Planning = estimating

4. NEW BUSINESS

a. COVID-19

b. Approve minutes from Board Meeting

- **10/28/2024 minutes**
 - **Dr. Boomgaarden made the motion to approve the minute from the October meeting.**
 - Vote: All Aye**

- **Date for the December meeting**

- **The Board agreed December 9th 2024 will be the next regular meeting.**

c. Albertson's Consulting

- **The Board discussed licensees who received initial licensure in 2024 and the renewal application requiring them to attest to completing 40 CEs.**
 - **The Board discussed the possibility of re-wording the sentence in the renewal application.**
- **Update regarding SS# requirement**
 - **Need to submit social security numbers to Child Protective Services by the end of the year.**

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

- **Renewal Approval Procedure/timing**

- **Dr. Boomgaarden made the motion to approve those renewal applications for 2025 which will later she will review along with Dr. Kehrwald.**
- **Brian will provide Dr. LaRocque with the random audit list.**
- **Vote:**
 - **Dr. Krance- Aye**

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- Dr. Quam - Aye
- Dr. LaRocque - Aye
- Dr. Kehrwald - Aye
- Dr. Kolstoe - Aye
- Mr. Wolsky - Aye
- Dr. Boomgaarden - Aye
- I/O Psychology data gathering request from Elliot Lasson
 - The Board requested that Brian send information provided in the ND Century Code and Administrative Rules.
- Question about Predoctoral Internship programs from Jessica Dathe
 - The Board reviewed and agreed this is appropriate as long as the supervisor with less than 3 years' experience is not the primary supervisor.
- Question about Predoctoral Internship program from Jaryn Allen
 - Are they required to complete 3 hours of continuing education pertaining to supervision? This information is found in the ND Administrative Rules.
 - If the supervisor is licensed in ND, they don't have to prove continuing education pertaining to supervision because the board will have this information. Those supervisors who are not licensed in ND will need to demonstrate 3 hours of continuing education pertaining to supervision. Starting Nov 1st, all licensees should obtain 3 hours for continuing education in supervision for the next cycle.
- Dr. Carlson request for renewal extension
 - The Board discussed and allowed Dr. Carlson an extension until April 1st 2025.

7. Adjourn

Next Board Regular Meetings (December 9th 2024 noon CT to 1:15 pm):

NDSBPE *** MEETING AGENDA

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