

nd state board of psychologist examiners

Monday, March 17, 2025 @ 12pm

Meeting Minutes

1. Call to Order & Attendance (Renee Boomgaarden, PhD, Presiding)

Present:

Dr. Boomgaarden

Dr. Kolstoe

Dr. Krance

Dr. Quam

Dr. Kehrwald

Mr. Wolsky

Dr. Hertler (Board Investigator)

Mr. Matt Menge (AAG)

Mr. Brian Barrett (Board management)

Absent:

Dr. Angela LaRocque

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

Dr. Boomgaarden made the motion to discuss and review the complaints listed below in Executive Session.

Roll Call Vote: All Aye

NDSBPE *** MEETING AGENDA

1

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).

nd state board of psychologist examiners

- **Status Review: Complaint status filed by JP on 11/15/2023**
 - Response received on 11/30/2023
 - Response received on 04/11/2024
 - Response received on 11/25/2024
 - Conditional Settlement Agreement sent 12/16/2024
 - Received signed copy from Dr. Whitcomb on 12/20/2024
 - Received letter from Dr. Whitcomb on 12/31/2024
 - Board provided approval for the eval on 1/16/2025
 - Board requested name of supervisor on 1/16/2025
 - Dr. Whitcomb responded on 1/31/2025
 - ✓ Board was notified of both evaluator and supervisor.
 - ✓ Need release of information.
- **Status review: Complaint filed by JS on 9/13/2024**
 - Response received on 11/25/2024
 - Conditional Settlement Agreement sent on 12/16/2024
 - Received signed copy from Dr. Whitcomb on 12/20/2024
 - Received letter from Dr. Whitcomb on 12/31/2024
 - Board provided approval for eval on 1/16/2025
 - Board requested name of supervisor on 1/16/2025
 - Dr. Whitcomb responded on 1/31/2025
 - ✓ Board was notified of both evaluation & supervisor
 - ✓ Need release of information
- **Status Review: Complaint filed by JS on behalf of patient's guardian on 2/18/2025**
 - Requested response by March 16th 2025
 - Response not yet received.
- **Status Review: Complaint filed by EY on 3/03/2025**
 - Certified letter sent on 3/3/2025 along with an Auth. for Release of Info.

The Board requested that AAG Matt Menge send a letter to NDSH along with the release signed by Dr. Whitcomb. The Board also requested that AAG Matt Menge respond to Dr. Whitcomb's question regarding PHI.

- **Dr. Benson**
 - Review complaint
 - Review Dr. Benson's response
 - The Board reviewed and discussed in Executive Session
 - Gary Wolsky made a motion to dismiss the complaint.
 - Roll call vote: All Aye

nd state board of psychologist examiners

- **Dr. King**
 - **Review complaint**
 - **Dr. Kolstoe made the motion to discuss in Executive Session**
 - **Roll call vote: All Aye**
 - **Review Dr. King's Response**
 - **Dr. Boomgaarden made the motion to dismiss the complaint but communicate information about what information can be disclosed in court and what information can be disclosed to the investigator.**
 - **Roll Call Vote: All Aye**
 - **Dr. LaRocque**
 - **Update from Matt Menge**
 - **Dr. Kehrwald made the motion to discuss the complaint in Executive Session.**
 - **Roll Call Vote: All Aye**
 - **Dr. Boomgaarden made the motion to dismiss the complaint against Dr. LaRocque.**
 - **Roll call vote: All Aye**
 - **Dr. Mangold**
 - **Review signed Conditional Dismissal Agreement**
- ii. Inquiries
Discipline
- b. Applications Coordinator* (Dr. Kehrwald / Dr. Boomgaarden)
- i. Sit for EPPP:
- **Summer Lardy**
 - **Dr. Kehrwald reviewed her PLUS on 1/14/2025**
 - **Dr. Boomgaarden made the motion to approve Dr. Lardy for the EPPP**
 - **Roll call vote: All Aye**

Sit for Oral Exam

- **Dr. Diana Johnson**
 - **Need Dr. Kehrwald's review of the PLUS application**
 - **Dr. Boomgaarden made the motion for Dr. Johnson to sit for the oral exam.**
 - **Roll call vote: All Aye**
- **Dr. Katrina DeDona**
 - **Currently has Provisional status**
 - **Dr. Kehrwald reviewed PLUS on 2/28/2025**
 - **Dr. Boomgaarden made the motion to approve Dr. DeDona to sit for the oral exam.**

nd state board of psychologist examiners

- **Roll Call Vote: All Aye**
- ii. For Limited Practice
 - **Jennifer Weigelt**
 - **Limited Practice application received 3/10/2025**
- iii. 4 - Month Resident Letters issued
 - **None**
- iv. Open Application Files Needing Board Action or Discussion.
 - **None**
- v. Provisional License Status Letters issued since last meeting
 - **None**
- vi. Provisional Licenses that have expired since last meeting
 - **Dr. Lauren Weathers: Application received 3/11/2025**
- vii. List of Application Initiation Forms received since last meeting.
 - **Dr. Lauren Weathers – Provisional**
 - **Dr. Jennifer Weigelt – Limited Practice**
- viii. List of Supervision Notification Forms received since last meeting.
 - **None**
- viii. Business Items
 1. Psypact commissioner
 2. Computers, emails, Teams
 3. Procedure Manual
 4. CE Broker issues
 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

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).

nd state board of psychologist examiners

- 9. APA Master's Accreditation
- 10. ASPPB update on EPPP

c. Legislative Coordinator (Dr. Kolstoe)

- **SB2357 – Combines 5 boards including NDSBPE**
 - **Amended into “shall” study**
 - **The Board discussed using funds to help coordinate meetings among the 5 boards to help prepare information for the study.**
- **SB2395**
 - **Uniform Licensure**
 - **Hearing not yet scheduled**
- **SB2308**
 - **Amended to a study of board inefficiencies and duplication of responsibilities.**
 - **Hearing on 3/13/2025**

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
Licensing Board Seminar
- 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
- ii. CE approval requests submitted via CE Broker

g. Examination Coordinator (Dr. Krance)

- i. Oral Exams –

NDSBPE * MEETING AGENDA**

5

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).

nd state board of psychologist examiners

- **Currently approved for the Oral Exam on April 16th 2025:**

- Dr. Scott Krebs
- Dr. Charles Hinz
- Dr. Jeremy Raines
- Dr. Allision Lass

h. Budget Coordinator (Dr. Kolstoe)

i. Financial Planning = estimating

4. NEW BUSINESS

- a. COVID-19
- b. Approve minutes from Board Meeting
 - **02/24/2025 Meeting minute Review**
 - Dr. Boomgaarden made the motion to approve the February 24th 2025 meeting minutes
 - Roll call vote: All Aye with Dr. Kehrwald abstaining due to not being present on 2/24/2025
- 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

- **The Board discussed using the National Practitioner Data Bank (NPDB) and using this when a provisional, residential or limited practice license is issued.**
 - Dr. Boomgaarden made the motion for Board Management to enter applicant information into NPDB prior to issuing a license.
 - Vote: All Aye
- **Next regular meeting will be on April 21st at 12:00 CST**
- **Oral Exams will be on April 16th**
 - Question Set
 - Question set 2
 - Order and time
 - April 16th @ 9am

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.

***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).

nd state board of psychologist examiners

- Board will create 2 committees to conduct the exams
- Board will vote after all orals are completed. This meeting will be posted.

7. Adjourn

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

2025 DATES: April 21 2025

Board Office Meetings:

Oral Exams: April 16th 2025

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).