

nd state board of psychologist examiners

Monday, May 19, 2025 @ 12pm

Meeting Minutes

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

Present

Dr. Renee Boomgaarden

Dr. Paul Kolstoe

Dr. Jennifer Krance

Dr. Sara Quam

Dr. Ed Kehrwald

Dr. Angela LaRocque

Mr. Gary Wolsky

Mr. Matt Menge, AAG

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. Whitcomb – Status Review**
 - **Amended Settlement Agreement**
 - **Release of Information from Dr. Eaton**
 - **Release of Information from State Hospital**
 - **Release of Information from Dr. Whitcomb between the Board and Midwest Neuropsychology (Dr. Thompson).**
- **The Board discussed what is needed to proceed with complaints on Dr. Whitcomb**
 - **The Board awaits the report from Dr. Thompson**
 - **Matt Menge spoke to Dr. Thompson, and she is in the process of finalizing the report.**

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

- The Board reviewed the information with Dr. Whitcomb who was present during the meeting.
 - The Board advised that Dr. Thompson's report should be available by the end of the week.
 - Dr. Whitcomb advised that he has a follow-up with Dr. Thompson on the 29th of May 2025
 - The Board advised Dr. Whitcomb that they will be reviewing the additional information in the June 16th meeting.
- ii. Inquiries
Discipline
- b. Applications Coordinator* (Dr. Kehrwald / Dr. Boomgaarden)
 - i. Sit for EPPP:
 - Dr. Kathryn Lang
 - Dr. Kehrwald reviewed her PLUS on 5/02/2025
 - Dr. Kehrwald advised that all criteria are met
 - Dr. Boomgaarden made the motion for Dr. Lang to sit for the EPPP
 - Roll Call Vote:
 - Dr. Kolstoe - Aye
 - Dr. LaRocque - Aye
 - Dr. Quam - Aye
 - Mr. Wolsky - Aye
 - Dr. Boomgaarden -Aye
 - Dr. Kehrwald - Aye
 - Sit for Oral Exam
 - Dr. Lynn Petras
 - Dr. Kehrwald reviewed her EPPP score on 5/2/2025
 - ii. For Limited Practice
 - Dr. Dorothy Loren – applied 5/15/2025
 - iii. 4 - Month Resident Letters issued
 - None
 - iv. Open Application Files Needing Board Action or Discussion.
 - None

nd state board of psychologist examiners

v. Provisional License Status Letters issued since last meeting

- **None**

vi. Provisional Licenses that have expired since last meeting

- **Dr. Dane Borg – expired 4/27/2025**
 - **No longer pursuing licensure**

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

- **Dr. Nancy Laney**
 - **Needs review for provisional license**

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

- **None**

viii. Business Items

1. Psypact commissioner
2. Computers, emails, Teams
3. Procedure Manual
 - **Dr. Kolstoe mentioned that the Procedure Manual is in TEAMS and can be changed. However, he advised that it should not be changed because this could be considered an “open meeting”.**
 - **Dr. Boomgaarden advised that this will be on the agenda for the July 2025 meeting.**
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
9. APA Master's Accreditation
10. ASPPB update on EPPP

c. Legislative Coordinator (Dr. Kolstoe)

- **SB2395 Mandates**
 - **Jurisprudence exam being offered 1x per month**
 - **How does this effects the Oral Exam starting on August 1st ?**
 - **The Board discussed how to make this work**
 - **Some possible options:**
 - **Administrative code changes**

nd state board of psychologist examiners

- Have a subcommittee offer it monthly?
- Incorporate the oral into the monthly regular meeting
- **Matt Menge Follow-up on development of a Council of North Dakota Behavioral Health Professions**
 - Matt advised that Board funding cannot be designated for this.
- **Dr. Kolstoe discussed workshop on Board membership**
 - NDSBPE to sponsor a “Board membership training”
 - Board membership conference by Atkinson Company who would take registration fees and NDSBPE would facilitate
 - The Council of ND Behavioral Health Professions could review and schedule meetings.
 - Dr. Kolstoe made the motion to approach Atkinson Company about hosting a Board Training Workshop in ND and NDSBPE to assist with logistics
 - Roll Call vote:
 - Dr. Boomgaarden: Aye
 - Dr. Krance: Aye
 - Dr. Quam: Aye
 - Dr. Kehrwald: Aye
 - Dr. Kolstoe: Aye
 - Mr. Wolsky: Aye
- 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

- **Dr. Kostoe advised that he will demonstrate how to place CEs on CE Broker. He will work with**

NDSBPE *** MEETING AGENDA

4

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

Brian on putting this on the website.

g. Examination Coordinator (Dr. Krance)

- **Oral Exams July 14th 2025**
- **Question Set 3**
 - **Dr. Lauren Weathers:**
9:00am CST
 - **Dr. Logan Smith**
9:45am CST

h. Budget Coordinator (Dr. Kolstoe)

i. Financial Planning = estimating

4. NEW BUSINESS

- a. COVID-19
- b. Approve minutes from Board Meeting
 - **04/21/2025 Meeting minute Review**
 - **Dr. Quam was present for this meeting, and it needs to be added.**
 - **Dr. Boomgaarden made the motion to approve the minutes**
 - **Roll Call Vote: All Aye**
- c. Albertson's Consulting
- d. 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

- **Question from Joshua Clapp:**
 - **Client: ND Resident**
 - **Supervising Clinician: Licensed in ND but residing out of state.**
 - **Treating Clinician: Unlicensed trainee residing out of state but providing telehealth to ND resident under a supervising clinician (licensed in ND but also residing out of state).**
 - **The Board discussed and concluded the following:**
 - **What type of supervision is going to be provided**
 - **Where is the resident located**
 - **Where is the trainee located?**
- **NPDB – Payment options**

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

- APT, Inc can contact Wells Fargo about this and obtain a debit card.
- The Board agreed and advised Brian to proceed with this.
- Conclusion on Intern registration
 - Dr. NHK asked the following:
 - If we do not plan to bill for intern services, do we need to do any of what is listed in chapter 66-04-01 including having the requirement of a supervisor being 3 years post license?
 - Dr. Kostoe advised of the following:
 - There is no obligation
 - If someone wants to register with NDSBPE they can do so
 - Interns that do not bill for services are considered “exempt”
 - If you choose to register, you will need to meet the standard NDSBPE set.
- Dr. Sara Quam term expiring on 6/30/2025 –
 - Interested in re-appointment?
 - Dr. Quam advised that she re-apply for board membership.

7. Adjourn: 12:43pm CST

Next Board Regular Meetings (12:00 CT to 1:15 pm): **June 16th 2025**

2025 DATES: August 18th, September 15th, October 20th, November 17th, December 15th

Board Office Meetings:

Oral Exams: July 14, 2025

NDSBPE *** MEETING AGENDA

6

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).