

# nd state board of psychologist examiners

Monday, June 16, 2025 @ 12pm

## Meeting Minutes

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

#### Present:

**Dr. Renee Boomgaarden - Board President**

**Dr. Jennifer Krance**

**Dr. Sara Quam**

**Dr. Paul Kolstoe - Board Treasurer**

**Mr. Gary Wolsky**

**Mr. Matt Menge (AAG)**

**Mr. Brian Barrett, Management Company (APT, Inc)**

#### Absent:

**Dr. Edward Kehrwald**

**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 – Status Review**
  - **Amended Settlement Agreement**
  - **Release of Information from Dr. Eaton**
  - **Release of Information from State Hospital**
  - **Evaluation Review**
- **Dr. Krance made the motion to discuss and review information in Executive Session.**
  - **The Board entered Executive Session at 12:02pm**
  - **Roll Call Vote: All Aye**

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- Dr. Boomgaarden moved the Board out of Executive Session at 12:05pm
- The Board agreed that information is needed from Dr. Eaton before proceeding.
  - Matt Menge will follow up with Dr. Eaton in writing.

## ii. Inquiries Discipline

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

#### i. Sit for EPPP:

- Dr. Jaelin Beachy
  - Dr. Kehrwald reviewed her PLUS on 6/08/2025
    - Dr. Boomgaarden made the motion that Dr. Beachy sit for the EPPP
    - Roll call vote: All Aye
- Dr. Courtney Atkins
  - Requested a re-take of the EPPP on 6/09/2025
    - Dr. Boomgaarden made the motion that Dr. Atkins sit for the EPPP
    - Roll call vote: All Aye
- Dr. Amanda Walkowiak
  - Dr. Kehrwald reviewed her PLUS on 6/06/2025
    - Dr. Boomgaarden made the motion that Dr. Walkowiak sit for the EPPP
    - Roll call vote: All Aye

#### Sit for Oral Exam

- Lynn Petras
  - PLUS was sent to Dr. Kehrwald on 6/12/2025
    - Dr. Boomgaarden made the motion for Dr. Petras to be approved for the Oral Exam.
    - Roll call vote: All Aye

#### ii. For Limited Practice

- Dr. Emily Schiller- NEEDS TO BE REVIEWED
  - The Board reviewed the application and understood that the program is not APA or CPA approved. The ND laws and rules do not currently require this for Limited Practice.
  - This issue will be reviewed next time the Board changes the Administrative Rules.
  - The Board President approved the Limited Practice License.

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## iii. 3 - Year Resident Letters issued

- **None since last meeting**

## iv. Open Application Files Needing Board Action or Discussion.

- **Patrick McNally – Resident License**
  - **Dr. Boomgaarden reviewed and advised that his residency license can be issued.**
- **Emily Schiller – Limited Practice**
  - **See Above**
- **Cora Courage – Late Renewal Application**
  - **The Board reviewed and approved the renewal application**

## v. Provisional License Status Letters issued since last meeting

- **Kimberly Olson**
  - **Dr. Olson's Provisional was approved by Dr. Kehrwald**

## vi. Provisional Licenses that have expired since last meeting

- **None**

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

- **Dr. Patrick McNally – Resident**
- **Dr. Kimberly Olson - Provisional**

## 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

- Oral Exams July 14<sup>th</sup> 2025
- Question Set 3
  - Dr. Lauren Weathers:  
9:00am CST

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- **Dr. Logan Smith**  
**9:45am CST**

## h. Budget Coordinator (Dr. Kolstoe)

### i. Financial Planning = estimating

- **Review Financials**
  - **The Board reviewed financials and discussed expenses**
  - **Brian will contact Albertsons about Big Picture cost**
- **Review of the July 25' – June 30<sup>th</sup> 2026 Budget**
  - **Dr. Kolstoe made the motion to accept the budget as written with the ability to modify it as needed.**
  - **Roll Call vote: All Aye**
- **Bank information regarding Wells Fargo and obtaining a debit card**
  - **Dr. Kolstoe made the motion to move all funds in the Board's checking account from Wells Fargo to Starion Bank and have the Board's president, Treasurer and management company as authorized signers on the account.**
  - **Roll Call Vote:**
    - **Dr. Kolstoe: Aye**
    - **Dr. Krance: Aye**
    - **Dr. Quam: Aye**
    - **Dr. Wolsky: Aye**
    - **Dr. Boomgaarden: Aye**
    - **Motion passes 5-0 with 2 members being absent**

## 4. NEW BUSINESS

### a. COVID-19

### b. Approve minutes from Board Meeting

- **05/19/2025 Meeting minute Review**
  - **Dr. Boomgaarden made the motion to approve the May 19<sup>th</sup> 2025 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)

## 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).

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c. Child Support Enforcement Meetings / Mr. Schaibley)

## 6. Other Business Arising – time permitted

- **Alek Krumm- supervision request for Ashlyn Kinkaid:**
  - Dr. Krumm will have the required 3 years of licensure in October 2025.
  - The Board reviewed this information with AAG Matt Menge and it was determined that the Board does not have the statutory authority to deviate from what is written in law. Matt will review the laws/rules to see if there is a “pathway” which will allow for her to be a primary supervisor and communicate this with Brian so he can relay the information.
- **Dr. Lisa Keller Salvaggio**
  - CCE Review of her Doctoral transcript.
  - The Board and AAG Matt Menge reviewed the information provided.
  - The Board agreed that the submitted information is an “educational” review and not a “program” review”. Previously, the Board asked Dr. Lisa Keller Salvaggio to recommend an entity that has the ability to complete a “program review” and the board would decide who does the review.
  - Without statutory authority, the Board cannot approve an “educational equivalency” component.
  - Matt Menge will notify Ms. Keller Salvaggio of the information above.
- **Telehealth Question from DM**
  - The Board reviewed and requested additional information.
  - The Board also suggested exploring a Limited Practice type license with Montana.
- **Joshua Clapp Supervision Question Follow-up**
  - The Board’s position is that the resident is operating under the license of a psychologist
  - Since the supervisor is licensed in ND, the responsibility will be on the supervisor
  - The supervising clinician is the ultimate responsible party to the therapeutic relationship.
  - Dr. Clapp should know that the Wyoming based ND licensed psychologist is ultimately responsible for the therapy. The Board is assuming Wyoming’s position is the same and if so, this would be OK.
- **Hailey Ellingson – Predoctoral Internship and follow-up:**
  - Board agreed to work with one of these “programs” by giving them a draft of the application with the understanding that this would not be a guarantee that it is approved by the Board.
  - This was tabled for the July 14<sup>th</sup> 2025 meeting.

## 7. Adjourn

Next Board Regular Meetings (12:00 CT to 1:15 pm): **July 14<sup>th</sup> 2025 at the Bismarck Capital, Red River room**

2025 DATES: August 18<sup>th</sup>, September 15<sup>th</sup>, October 20<sup>th</sup>, November 17<sup>th</sup>, December 15<sup>th</sup>

Board Office Meetings:

**Oral Exams: July 14, 2025**

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