

nd state board of psychologist examiners

Monday, August 18, 2025 @ 12pm CST

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Meeting ID: 281 348 178 214 0

Passcode: 6nJ6as7A

AGENDA

1. Call to Order & Attendance (Renee Boomgaarden, PhD, Presiding)
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**
 - Final report from Dr. Eaton – Not yet received
 - Amended Settlement Agreement
 - **Dr. Brenda King – PH follow-up complaint**
 - Review complaint and additional documents
 - Review Dr. King's response
 - ii. Inquiries

Discipline
 - b. Applications Coordinator* (Dr. Kehrwald / Dr. Boomgaarden)
 - i. Sit for EPPP:
 - **Dr. Alyssa Parisien**
 - Residency Letter issued on 8/31/2020
 - PLUS completed on 5/3/2021
 - Initial EPPP test approved on 5/18/2021
 - Retake of EPPP approved on 11/22/2021

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Sit for Oral Exam

• **Question Set**

- **Dr. Cortney Atkins:**
Request for Sept 15th
- **Dr. Summer Lardy**

ii. For Limited Practice

- **None**

iii. 3 - Year Resident Letters issued

- **None**

iv. Open Application Files Needing Board Action or Discussion.

- **Mary Jeffres**
 - **Provisional License issued on 7/14/2025**
 - **CPQ information from ASPPB and if this replaces the PLUS**
- **Kimberly Olson**
 - **Provisional License issued on 6/10/2025**
 - **Dr. Kehrwald's review of PLUS Application**
- **Darren Jilek**
 - **Dr. Kehrwald review of initial application**

v. Provisional License Status Letters issued since last meeting

- **Dr. Brianna Richson issued on 7/25/2025**

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vi. Provisional Licenses that have expired since last meeting

- **None**

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

- **Dr. Darren Jilek – Outstanding application**
- **Dr. Brianna Richson – Provisional granted on 7/25/2025**

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 to present information**
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)

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

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).

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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)

h. Budget Coordinator (Dr. Kolstoe)

i. Financial Planning = estimating

- **Information from Dan Albertson on Big Picture**
- **Bank information regarding transferring to Starion**
 - **Need motion with specific names authorizing signatures**

4. NEW BUSINESS

- a. COVID-19
- b. Approve minutes from Board Meeting
 - **07/14/2025 Meeting minute Review**
- 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

NDSBPE *** MEETING AGENDA

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- Electing Board President
- PsyPact proposed rule change – public comment
 -

7. Adjourn

Next Board Regular Meetings (12:00 CT to 1:15 pm): **September 15th 2025 via TEAMS**

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

Board Office Meetings:

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