

nd state board of psychologist examiners

Monday, September 15, 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
 - **Dr. Brenda King**
 - PH's request for report, response
 - ii. Inquiries

Discipline
 - b. Applications Coordinator* (Dr. Kehrwald / Dr. Boomgaarden)
 - i. Sit for EPPP:
 - **Dr. Patrick McNally**
 - Residency Letter issued on 6/16/2025
 - PLUS Reviewed by Dr. Kehrwald on completed on 8/21/2025

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Sit for Oral Exam

- **Dr. Nancy Laney**
 - **Provisional License issued on 5/19/2025**
 - **PLUS completed on 8/20/2025**
 - **Dr. Kehrwald reviewed PLUS on 8/26/2025**

- ii. For Limited Practice
 - **None**

- iii. 3 - Year Resident Letters issued
 - **Dr. Shelby Bandel**
 - **Dr. Michael Jowkar**
 - **Dr. Brenda Barragan**
 - **Dr. Kaitlyn O'Neill**
 - **Dr. Hailey Ellingson**

- iv. Open Application Files Needing Board Action or Discussion.
 - **Dr. Jonathan Rapp 2025 Renewal Application**

- v. Provisional License Status Letters issued since last meeting
 - **Dr. Cathy Tirrell: Provisional License issued on 9/2/2025**

- vi. Provisional Licenses that have expired since last meeting
 - **None**

- vii. List of Application Initiation Forms received since last meeting.
 - **Dr. Cathy Tirrell: Provisional**
 - **Dr. Shelby Bandel: Resident**
 - **Dr. Michael Jowkar: Resident**
 - **Dr. Brenda Barragan: Resident**

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- **Dr. Kaityn O'Neill: Resident**
- **Dr. Hailey Ellingson: Resident**

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

- **Dr. Tiffany Russell (supervising Dr. Bandel) received 9/4/2025**
- **Dr. Charles Welke (supervising Dr. Jowkar): received 9/4/2025**
- **Dr. Heidi Jensen (supervising Dr. Barragan: received 9/4/2025**
- **Dr. Stacy Benson (supervising Dr. Kaitlyn O'Neill): received 9/11/2025**

viii. Business Items

1. Psypact commissioner
2. Computers, emails, Teams
3. Procedure Manual
 - **Update from Dr. Kolstoe**
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
Licensing Board Seminar
- ii. Training priorities

Outreach Updates

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

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f. Continuing Education Coordinator (Dr. LaRocque)

i. Consent Agenda

ii. CE approval requests submitted via CE Broker

g. Examination Coordinator (Dr. Krance)

- **Oral Exam on October 20th**
 - **Dr. Summer Lardy: Time?**
 - **Dr. Kimberly Olson: Time?**

h. Budget Coordinator (Dr. Kolstoe)

i. Financial Planning = estimating

- **Information from Dan Albertson on Big Picture**
 - **No additional down-payment in 2030**
 - **Projected annual payment of \$9,600 in 2030**

4. NEW BUSINESS

a. COVID-19

b. Approve minutes from Board Meeting

- **08/18/2025 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

- **CPQ vs PLUS outline from ASPPB**
- **Question from JPL: Can a psychology resident sign progress notes independently or must the supervisor sign them also?**
- **Question from AS: Can a psychology resident seeking licensure in ND provide telehealth**

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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services to patients located in ND under a ND located supervisor across state lines?

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7. Adjourn

Next Board Regular Meetings (12:00 CT to 1:15 pm): **October 20th 2025 via TEAMS**

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

Board Office Meetings:

NDSBPE *** MEETING AGENDA

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