

nd state board of psychologist examiners

Monday, October 20, 2025 @ 12pm CST

AGENDA

[Join the meeting now](#)

Meeting ID: 285 680 026 710 2

Passcode: go3NV7Sb

1. Call to Order & Attendance (Dr. Paul Kolstoe, 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**
 - Awaiting final report from Dr. Eaton
 - **Dr. Brenda King**
 - PH's Appeal and Specifications of Error
 - ii. Inquiries
 - Discipline
 - b. Applications Coordinator* (Dr. Kehrwald / Dr. Boomgaarden)
 - i. Sit for EPPP:
 - **Dr. Ashlyn Kincaid**
 - Completed PLUS on 9/24/2025
 - PLUS sent to Dr. Kehrwald on 9/30/2025

NDSBPE *** MEETING AGENDA

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Sit for Oral Exam

- **Dr. Patrick McNally**
 - Scheduled to take EPPP on November 4th
 - Requested to take the Oral Exam on November 17th
- **Dr. Courtney Atkins**
 - Taking EPPP on October 23rd
 - Requested to sit for the Oral Exam on November 17th
- **Dr. Jaelin Beachy**
 - Dr. Kehrwald reviewed PLUS on June 8th 2025
 - Passed EPPP on 10/14/2025
- **Dr. Alyssa Parisien**
 - Completed and passed EPPP on 8/13/2025

ii. For Limited Practice

- **Dr. Gregory Western Limited Practice Application: Outstanding**
- **Dr. Thea Rothmann: Approved on September 23rd 2025**
- **Dr. Katheryn Cranbrook: Approved on September 23rd 2025**

iii. 3 - Year Resident Letters issued

- **None**

iv. Open Application Files Needing Board Action or Discussion.

- **Dr. Gregory Western: Limited Practice Application**

v. Provisional License Status Letters issued since last meeting

- **Dr. Amanda Young: Provisional License issued on 9/30/2025**
- **Dr. Emily Heavner: Provision Issued on 10-16-2025**

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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. Amanda Young: Provisional**
- **Dr. Gregory Western: Limited Practice**
- **Dr. Katheryn Cranbrook: Limited Practice**
- **Dr. Thea Rothmann: 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
 - **Update from Dr. Kolstoe**
4. CE Broker issues
 - **Those licensed after February 2025 need to be added to CE Broker.**
 - **The new list was provided on October 9th 2025**
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

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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. CE Submissions that need Approval
 - **Request from Heather Brant: 2025 Behavioral and Children and Family Services Conference**
 -
- ii. CE approval requests submitted via CE Broker

g. Examination Coordinator (Dr. Krance)

- **Oral Exam on October 20th starting at 9:45am CST**
 - **Dr. Nancy Laney: 9:45am**
[Join the meeting now](#)
Meeting ID: 280 120 170 788 9
Passcode: 3RF6XV2L
 - **Dr. Summer Lardy: 10:30am**
[Join the meeting now](#)
Meeting ID: 279 240 216 544 7
Passcode: Gi73m9r
 - **Dr. Kimberly Olson: 11:15am**
[Join the meeting now](#)
Meeting ID: 222 478 560 183 2
Passcode: rq2GA7ts

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**
 - **Issues with providing a down payment?**

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4. NEW BUSINESS

- a. COVID-19
- b. Approve minutes from Board Meeting
 - **09/15/2025 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

- **Dr. Patrick McNally and Response for the PA Board**
- **Renewal Reviews: Elect Board member to review and approve renewal applications**
- **Dr. Sara Durbin question about working out of state**
- **MJ Question: Licensed in MN, asked to supervise a psych student who is in ND.**

7. Adjourn

Next Board Regular Meetings (12:00 CT to 1:15 pm): **November 17th 2025 via TEAMS**

2025 DATES: December 15th

Board Office Meetings:

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