

# nd state board of psychologist examiners

Thursday, July 11, 2024 @ 830am-3:00 pm  
 Location: Bismarck Capitol, Sakakawea Room  
**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  
Dr. Buffington
    - ii. Inquiries  
Discipline
  - b. **Applications Coordinator\*** (Dr. Kehrwald / Dr. Boomgaarden)
    - i. Sit for EPPP:  
  
Sit for Oral Exam
    - ii. For Limited Practice
    - iii. 4 - Month Resident Letters issued
    - iv. Open Application Files Needing Board Action or Discussion.  
  
Dr. Schlak situation  
Patrick McNally question  
  
Discussion items:  
  
Will ND allow an applicant to pursue licensure and offer a telehealth practice while living out of state?  
  
Can an applicant pursue licensure and offer a telehealth practice to residents of ND from Tennessee  
If unlicensed in Tennessee?

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What is the general timeline for obtaining a license from ND?

What is the general timeline for obtaining a license from ND? How soon can an applicant sit for the oral exam and receive a license to practice?

v. Provisional License Status Letters issued since last meeting

Dr. Lynn Petras

vi. Provisional Licenses that have expired since last meeting

Lauren Imperatore: expired 1/11/2024

Caitlin Singletary: expired 4/10/2024

Melody Samuelson: expired 4/18/2024

Cortney Atkins: Extension granted with no deadline

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

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

Cecily Herby-extension to 9/28/2025

Rachel Wininger-Does not graduate until August 2024

viii. Business Items

1. Psypact commissioner
2. Computers, emails, Teams
3. Procedure Manual
4. CE Broker issues
5. Open Meeting issues
6. NPDB renewal
7. Meeting with Labor Commissioner/labor Department questionnaire
8. Expiring terms and ASPPB discussion regarding retiring from Boards
9. Election of officers
10. Joe Miles query
11. APA Master's Accreditation

c. **Legislative Coordinator** (Dr. Kolstoe)

Administrative Rules changes

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## 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  
CE tracking meeting  
CE approval request

## g. Examination Coordinator (Dr. Krance)

- i. Oral Exams –

## h. Budget Coordinator (Dr. Kolstoe)

- i. Financial Planning = estimating

## 4. NEW BUSINESS

- a. COVID-19
- b. Approve minutes from Board Meeting 06/24//2024
- c. Albertson's Consulting
- d. Post Doc hour counting toward licensure
- e. 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

**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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## 7. Adjourn

### Next Board Regular Meetings (noon CT to 1:15 pm):

2024 DATES: JAN 17, Feb. 26, March 18, April 15, May 20 June 17, July-11, August 19, September 16, October 21, November 18, December 16

### Board Office Meetings:

2024 DATES: MEETS AS NEEDED ON SELECTED FRIDAYS IN 2024 AS ANNOUNCED

### Oral Exams:

TBD

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