

# nd state board of psychologist examiners

Monday, November 17, 2025 @ 12pm CST

## Meeting Minutes

1. Call to Order & Attendance (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.
  - Members:
    - Paul Kolstoe, PhD – President – 2026 – Legislative & Board Office Portfolios
      - **Present**
    - Renee Boomgaarden, PhD – Past President – 2026 (May) At Large Portfolio
      - **Present**
    - Angela Laroque, PhD – Vice President – 2027 – Continuing Education Portfolio
      - **Present**
    - Sara Quam, PhD – Secretary/Treasurer – 2028 – PsyPact Commissioner Portfolio
      - **Absent**
    - Edward Kehrwald, PhD – 2027 – Licensure Application Portfolio
      - **Present**
    - Jennifer Krance, PsyD – 2027 – Ethics & Jurisprudence Exam Portfolio
      - **Present**
    - Gary Wolsky – 2027 – At Large Portfolio
      - **Absent**
3. BOARD BUSINESS
  - a. Complaints\*
    - i. Complaints
      - **Dr. King – Status Review**
        - Dr. Boomgaarden made the motion for the Board to discuss in Executive Session.
        - Roll Call Vote: All Aye
        - The Board entered the Executive Session at 12:08pm CST
        - The Executive Session ended at 12:26pm CST
      - **Dr. Whitcomb -Status Review**
        - Awaiting final report from Dr. Eaton
        - Final report not yet received.

# nd state board of psychologist examiners

- **Dr. Atherton**
  - **Requested response on November 6**
  - **Awaiting response**

## ii. Inquiries Discipline

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

#### i. Sit for EPPP:

- **Dr. Jennifer Walker**
  - **Completed PLUS on 10/14/2025**
  - **PLUS reviewed and approved by Dr. Kehrwald on 10/21/2025**
  - **Dr. Kolstoe made the motion to approve Dr. Walker for the EPPP.**
  - **Roll Call Vote: All Aye**
- **Dr. Brianne Richson**
  - **Completed PLUS on 11/07/2025**
  - **PLUS reviewed and approved by Dr. Kehrwald on 11/13/2025**
  - **Dr. Kolstoe made the motion to approve Dr. Richson for the EPPP.**
  - **Roll Call Vote: All Aye**

#### Sit for Oral Exam

- **Dr. Emily Heavner**
  - **PLUS reviewed and approved by Dr. Kehrwald on 11/11/2025**
  - **Dr. Kolstoe made the motion for Dr. Heavner to take the Oral Exam**
  - **Roll Call vote: All Aye**

#### ii. For Limited Practice

- **Dr. Brittany Speed: Approved on October 31,2025**
- **Dr. Laura Kirsch: Approved on October 29<sup>th</sup> 2025**

#### iii. 3 - Year Resident Letters issued

- **None**

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

- **Dr. Laeli Wilson**
  - **Complaint filed to Virginia's Board on the day she submitted her ND application**
  - **Board will wait until there is a resolution to the complaint**
- **Dr. Edy Gerety**
  - **Licensure application fee not yet paid**

# nd state board of psychologist examiners

- Dr. Kehrwald reviewed and approved Provisional on 10/29/2025
- The Provisional License will be issued once payment is received.
- Dr. Carolyn Klehr Renewal Application
  - Active complaint being reviewed by the MN Board
  - No CE and Ethic CE hours – they are outstanding
  - Board requested that Brian reach out to Dr. Klehr about a plan of corrective action, audit and late fee.
- Dr. Liz Luger
  - Ethics Complaint in October of 2024
  - Complaint was dismissed by the Board on 11/25/2024
  - Notification was sent to Dr. Luger on 12/5/2024
- v. Provisional License Status Letters issued since last meeting
  - None
- vi. Provisional Licenses that have expired since last meeting
  - None
- vii. List of Application Initiation Forms received since last meeting.
  - Dr. Brittany Speed: Limited Practice
  - Dr. Laura Kirsch: Limited Practice
  - Dr. Edy Gerety: Provisional
  - Dr. Laeli Wilson: Provisional
- viii. List of Supervision Notification Forms received since last meeting.
  - Dr. Krumm for Ashlyn Kincaid
    - Dr. Kincaid was approved to take the EPPP on 10/20/2025
- viii. Business Items
  1. Psypact commissioner
    - Update from Dr. Quam
    - Dr. Quam did not provide an update due to being at the Psypact meeting
  2. Computers, emails, Teams
  3. Procedure Manual
    - Update from Dr. Kolstoe
  4. CE Broker issues
    - Some licensees are concerned that CE Broker does not allow courses to be approved that are “upcoming”. Approval is only given for courses already completed.
    - Where is list of ‘approved’ courses to double check before submitting (if any) – should we try to have one
    - The Board is in the process of creating a “frequently Asked Questions” section on the website which will include concerns about CE Approvals.

# nd state board of psychologist examiners

- The Board will work on creating an Approved Courses List that will be posted on the website

- c. Legislative Coordinator (Dr. Kolstoe)
- d. Board Office Coordinator (Dr. Kolstoe/Quam)
  - i. Monthly Finance Report and Monthly Status Report
- e. Outreach/Training Coordinator (no portfolio assigned)
  - i. ASPPB meeting
    - Fall 2025 – St. Louis Report
    - Spring 2026 –
    - Fall 2026 -
    - Licensing Board Seminar – Dale Atkins
  - ii. Training priorities
- f. Outreach Updates
  - i. Suggested website updates/changes
    - Primary contact on Secretary of State webpage needs updating
    - Should we ‘change’ our primary e-mail to an ‘ndsbpe@nd.gov’ or something?
  - ii. Organization of web presence and current platform
- f. Continuing Education Coordinator (Dr. LaRocque)
  - i. CE Submissions that need Approval
  - ii. CE approval requests submitted via CE Broker
- g. Examination Coordinator (Dr. Krance)

- Oral Exam on November 17<sup>th</sup> starting at 9:00am CST

- Dr. Alyssa Parisien: 9:45am

## Join the meeting now

Meeting ID: 246 162 231 315 55

Passcode: YU7Ym7PU

- The Board went into Executive Session during the exam.
- Dr. Krance made the motion to approve Dr. Parisien’s Oral Exam
- Roll call vote: All Aye

- Dr. Patrick McNally: 10:30am

## Join the meeting now

Meeting ID: 223 144 800 503 55

**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).

# nd state board of psychologist examiners

Passcode: Gv6mg2Lu

- **The Board went into Executive Session during the exam.**
- **Dr. Krance made the motion to approve Dr. McNally's Oral Exam**
- **Roll call vote: All Aye**

- **Dr. Jaelin Beachy: 11:15am**

## Join the meeting now

Meeting ID: 287 929 786 826 8

Passcode: 8763DC6c

- **The Board went into Executive Session during the exam.**
- **Dr. Krance made the motion to approve Dr. Beachy's Oral Exam**
- **Roll call vote: All Aye**

### h. Budget Coordinator (Dr. Quam)

#### i. Financial Planning = Budget within parameters

- **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?**

## 4. NEW BUSINESS

### a. Approve minutes from Board Meeting

- **10/20/2025 Meeting minute Review**
  - **Dr. Kolstoe made the motion to approve the meeting minutes from 10/20/2025.**
  - **Roll Call Vote: All Aye**

## 5. SPECIAL TOPICS

- a. School Psychology/Masters regulation – Psychological Practitioners (Dr. Kolstoe)
- b. DOH Autism Advisory Group (Dr. Boomgaarden) – **disbanded by 2025 legislature**
- c. Child Support Enforcement Meetings (Mr. Menge?) – **status report if needed**

## 6. Other Business Arising – time permitted

- **The Board discussed renewal applications and license expiration dates for those who passed today's oral examination.**
  - **Since the renewal period for 2025 ended on November 15<sup>th</sup>, Dr. Kolstoe made the motion for those who pass the oral exam in November and December 2025 do not need to complete and submit payment for renewal for 2026. In addition, those who were initially licensed in November and December 2025 will have January 1<sup>st</sup> 2027 as the expiration date.**
  - **Roll Call Vote: All Aye**

# nd state board of psychologist examiners

- Dr. Patrick McNally and response from the PA Board.
  - Since Dr. McNally is now fully licensed in ND, the question being presented no longer applies.
- Dr. Melissa Johnson: Providing supervision to a provider outside of ND
  - The Board reviewed and determined this is something not to be concerned with. However, Dr. Kolstoe will review further.
- Dr. Christine Lysne (licensed psychologist in MN: Wants to know if she can practice in ND via Telehealth if there is a previously established therapeutic relationship in Minnesota.
  - 43-51-03 indirect practice without a license-This allows Dr. Lysne to see her client, who is in ND, since the relationship existed in MN prior to the client moving to ND.

## 7. Adjourn

Next Board Regular Meetings (12:00 CT to 1:15 pm): December 15<sup>th</sup> 2025 via TEAMS