

nd state board of psychologist examiners

Meeting Minutes

Monday, December 15, 2025 @ 12pm CST

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
 - Renee Boomgaarden, PhD – Past President – 2026 (May) At Large Portfolio
 - Angela Laroque, PhD – Vice President – 2027 – Continuing Education Portfolio
 - Sara Quam, PhD – Secretary/Treasurer – 2028 – PsyPact Commissioner Portfolio
 - Edward Kehrwald, PhD – 2027 – Licensure Application Portfolio
 - Jennifer Krance, PsyD – 2027 – Ethics & Jurisprudence Exam Portfolio
 - Gary Wolsky – 2027 – At Large Portfolio
 - **Present:**
 - Paul Kolstoe, PhD – President –
 - Renee Boomgaarden, PhD
 - Angela Laroque, PhD – Vice President
 - Edward Kehrwald, PhD
 - Jennifer Krance, PsyD
 - Gary Wolsky
 - Brian Barrett – APT, Inc
 - Matt Menge – Assistant Attorney General
 - Chris Hertler, PhD – Board Investigator
 - **Absent:**
 - Sara Quam, PhD – Treasurer

3. BOARD BUSINESS

- a. Complaints*
 - i. Complaints

- Dr. King

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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- Update on appeal of PH case
- **Matt Menge discussed PH's response on the Motion to Dismiss**
- **Dr. Whitcomb -Status Review**
 - Awaiting final report from Dr. Eaton
 - **Contact Dr. Eaton and obtain a status update concerning the final report**
- **Dr. Atherton**
 - Review response
 - **Dr. Boomgaarden made the motion to discuss in Executive Session.**
 - **Roll Call Vote: All Aye**
 - **The Board entered Executive Session at 12:13pm CST**
 - **The Board ended the Executive session at 12:25pm CST**
 - **It was decided that additional information was needed from both parties.**
Brian was instructed to prepare letters to be reviewed by Dr. Kolstoe and Dr. Hertler

ii. Inquiries Discipline

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

i. Sit for EPPP:

- **Michael Jowkar**
 - Dr. Kehrwald approved PLUS on 12/11/2025
 - **Dr. Kolstoe made the motion to approve Dr. Jowkar for the EPPP**
 - **Roll Call Vote: All Aye**

Sit for Oral Exam

- **Dr. Kathryn Lang – Current Resident**
 - Plus reviewed and approved by Dr. Kehrwald on 5/02/2025
 - EPPP Completed and passed on 10/17/2025
 - **Dr. Kolstoe made the motion to approve Dr. Lang for the Oral Exam.**
 - **Roll Call Vote: All Aye**
- **Dr. Amanda Young – Current Provisional**
 - PLUS reviewed and approved by Dr. Kehrwald on 11/18/2025
 - **Dr. Kolstoe made the motion to approve Dr. Young for the Oral Exam.**
 - **Roll Call Vote: All Aye**

ii. For Limited Practice

- **None**

iii. 3 - Year Resident Letters issued

- **Dr. Michael Soward**
 - **Dr. Kehrwald approved on 12/11/2025**

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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
 - Review complaint document and Dr. Wilson's response
 - **The Board reviewed and it was decided to approve the Provisional License.**
- **Dr. Cathy Tirrell – Provisional**
 - Incomplete PLUS? Submitted 15 pages
 - **The Board requested that Dr. Tirrell work with Pia at ASPPB regarding completing the PLUS application.**
- **Dr. Nicole Johnson - Resident**
 - Resident License on 7/17/2025
 - Requesting an extension regarding the PLUS application
 - **The Board granted an extension through April 1st 2026**

v. Provisional License Status Letters issued since last meeting

- **Dr. Edy Gerety**

vi. Provisional Licenses that have expired since last meeting

- **None**

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

- **Michael Soward**

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

- **None**

viii. Business Items

1. Psypact commissioner
 - **Update from Dr. Quam**
2. Computers, emails, Teams
3. Procedure Manual
 - **Update from Dr. Kolstoe**
4. CE Broker issues
 - **CE Broker miscalculating Dr. Hall's CEs**
 - **Dr. LaRocque will review this in CE Broker**

c. Legislative Coordinator (Dr. Kolstoe)

d. Board Office Coordinator (Dr. Kolstoe/Quam)

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i. Monthly Finance Report and Monthly Status Report

- **Review Financials**

e. Outreach/Training Coordinator (no portfolio assigned)

i. ASPPB meeting

Fall 2025 – St. Louis Report

Spring 2026 – **This will be held in North Carolina**

Fall 2026 -

Licensing Board Seminar – Dale Atkins

- **Sponsoring this is placed on hold**

ii. Training priorities

Outreach Updates

- Suggested website updates/changes
 - **Upcoming “Q & A” page**
 - **Still in progress**
 - **List of approved CE Courses**
 - **Brian will work with Dr. Kolstoe on this and develop a “plan”**
- 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 December 15th starting at 11:15am CST**

- **Dr. Krance made the motion to enter Executive Session at 11:18am CST**
- **Executive Session ended at 11:42am CST**

- **Dr. Emily Heavner: 11:15am**

Join the meeting now

Meeting ID: 270 205 715 278 18

Passcode: tb2N4XX9

- **Dr. Krance made the motion to approve Dr. Heavner’s oral exam and grant full licensure.**
- **Roll Call Vote: All Aye with Dr. Kehrwald abstaining**

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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?
 - **The Board discussed and Brian will put numbers together for Dr. Kolstoe's review**

4. NEW BUSINESS

a. Approve minutes from Board Meeting

- 11/17/2025 Meeting minute Review
 - **Dr. Kolstoe made the motion to approve the 11-17-2025 minutes.**
 - **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

- Request to seek attorney General opinion regarding “ancillary Services”
 - **Dr. Kolstoe will discuss this further with AAG Matt Menge and Brian.**
- Renewal Audit
 - **Dr. Kehrwald provided an update**
- Dr. Mary Jeffres NSF
 - **The Board will address this issue if she proceeds with full licensure**
- Starion Bank
 - **APT, Inc is in the process of setting up this account**
- Eliminating SS# and DOB from renewal applications
 - **The Board requested that Brian contact Big Picture and have this eliminated from renewal applications.**
- Kelly Olson replacing Mr. Gary Wolsky
 - **The Board discussed replacing Mr. Wolsky and possible candidates.**
- Date for January 2026 meeting
 - **The Board decided that January 12th at 12pm will be the next meeting date.**
- Dr. Kari Barth: Patient moving to ND for a short time (1yr). Dr. Barth is licensed in MN but not a member of Psypact. She would like to know if she can continue seeing her patient?
 - **This was discussed and it was determined that Dr. Barth could continue seeing her**

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patient.

- 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.
 - Review Brian's suggested response from November 20th
 - **This was reviewed and the Board agreed that Dr. Lysne can continue seeing her patient.**

7. Adjourn: 1:16pm CST

Next Board Regular Meetings (12:00 CT to 1:15 pm): **January 5th, 12th or 26th 2026 via TEAMS**