

nd state board of psychologist examiners

Monday, January 12, 2026 @ 12:00 pm CST

Meeting Minutes

1. Call to Order & Attendance (Paul Kolstoe, PhD, P)
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
 - **Present:**
 - Paul Kolstoe, PhD – President –
 - Renee Boomgaarden, PhD
 - Angela Laroque, PhD – Vice President
 - Edward Kehrwald, PhD
 - Jennifer Krance, PsyD
 - Sara Quam, PhD – Secretary/Treasurer
 - Brian Barrett – APT, Inc
 - Chris Hertler, PhD – Board Investigator
 - **Absent:**
 - Matt Menge – Assistant Attorney General
3. BOARD BUSINESS
 - a. Complaints*
 - i. Complaints
 - **Dr. King**
 - **Update from AAG**
 - **Dr. Whitcomb -Status Review**
 - **Dr. Eaton indicated that the 8-28-25 letter sent to the Board was the final report**
 - **The Board discussed and reviewed the available information.**

NDSBPE *** MEETING AGENDA

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- **Dr. Kolstoe will contact Dr. Whitcomb by sending a letter.**
- **Dr. Atherton**
 - **Review Letters to Dr. Atherton and CF**
 - **The Board reviewed the letters and approved the letters.**
 - **Brian was instructed to send the letters to Dr. Atherton and CF.**
- ii. Inquiries
 - Discipline
- b. Applications Coordinator* (Dr. Kehrwald / Dr. Boomgaarden)
 - i. Sit for EPPP:
 - **Courtney Atkins**
 - **Need approval for re-take and accommodations**
 - **The Board approved Dr. Atkins to re-take the EPPP and the accommodations.**
 - Sit for Oral Exam
 - **Dr. Katya Mickelson-Current Resident**
 - **Plus reviewed and approved by Dr. Kehrwald on 4/08/2025**
 - **EPPP Completed and passed on 12/10/2025**
 - **Dr. Kolstoe made the motion to approve Dr. Mickelson 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**
 - **Board approved the Oral Exam on 12/15/2025**
 - **Dr. Young requested to take the Oral Exam in February 2026**
 - **Dr. Kolstoe made the motion to approve Dr. Young for the Oral Exam.**
 - **Roll Call vote: All Aye**
 - **Dr. Cecily Herby – Current resident**
 - **PLUS reviewed and approved by Dr. Kehrwald on 04/14/2025**
 - **Passed EPPP in July of 2025**
 - **Dr. Kolstoe made the motion to approve Dr. Herby for the Oral Exam.**
 - **Roll Call vote: All Aye**
 - ii. For Limited Practice
 - **None**
 - iii. 3 - Year Resident Letters issued
 - **None**

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iv. Open Application Files Needing Board Action or Discussion.

- **Dr. Richard Boone – Provisional**
 - Application sent to Dr. Kehrwald on 01/08/2026
 - Full Board Review
 - Disciplinary action prior to 2016 was discussed and the Board recognized that Dr. Boone is currently active with licenses in multiple states.
 - The Board approved Dr. Boone for a Provisional License
- **Dr. Haley Ellingson – Resident**
 - Resident License issued on 9/11/2025
 - Requesting an extension to complete the PLUS
 - The Board reviewed and granted a 4 month extension.

v. Provisional License Status Letters issued since last meeting

- **Dr. Laeli Wilson**
 - Provisional License issued on 12/15/2025
- **Dr. Timothy Silvestri**
 - Provisional License issued on 01/07/2025
- **Dr. Shannon Maney**
 - Provisional License issued on 01/09/2025

vi. Provisional and Resident Licenses that have expired since last meeting

- **Dr. Mary Jeffres**
 - Provisional expires on 1/14/2026
 - NFS received last month – did not pay the \$450 fee
 - The Board instructed Brian to contact Dr. Jeffres via email an advise that her Provisional will expire.
- **Dr. Sheila Hanson**
 - Resident issued on 05/13/2022
 - Dr. Hanson was not notified about completing the PLUS until July 2025
 - Extension granted to get PLUS completed by 01/01/2026
 - Issue a new Resident Letter with a 4 month extension.
 - Also need the following information:
 - How many hours has she accumulated?
 - What is her current status?
 - When is she planning on completing the PLUS?

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

- **Dr. Shannon Maney**
 - Received 12/22/2025
- **Dr. Timothy Silvestri**

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- Received 01/06/2026

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

- None

viii. Business Items

1. Psypact commissioner

- Update from Dr. Quam
- Next meeting is in Nashville TN
- Membership increased by 4,000
- Brian will review to see if the invoice from PsyPact was received.

2. Computers, emails, Teams

3. Procedure Manual

- Update from Dr. Kolstoe

4. CE Broker issues

- Neuroscience Symposium Request from Sanford on 1/06/2026
 - This was approved and will be on the CE Course List

c. Legislative Coordinator (Dr. Kolstoe)

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

i. Monthly Finance Report and Monthly Status Report

- Review Documents sent to Risk Management

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

Outreach Updates

- Suggested website updates/changes
 - Upcoming “Q & A” page
 - List of approved CE Courses
 - Brian will review with Big Picture to see if this can be implemented.
- Organization of web presence and current platform

f. Continuing Education Coordinator (Dr. LaRocque)

i. CE Submissions that need Approval

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ii. CE approval requests submitted via CE Broker

g. Examination Coordinator (Dr. Krance)

- **Oral Exam on January 12th starting at 11:15am CST**
 - **Dr. Krance made the motion to enter Executive Session at 11:17am CST**
Executive Session ended at 11:40am CST
 - **Dr. Kathryn Lang: 11:15am**
 - **Dr. Krance made the motion to approve Dr. Lang’s oral exam and grant full licensure.**
 - **Roll Call Vote: All Aye**

h. Budget Coordinator (Dr. Quam)

i. Financial Planning = Budget within parameters

- **Big Picture Cost Analysis**
 - **Save \$14,200 by 2031**
 - **The Board requested that Brian inquire about the cost of a “basic model” of the database.**

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

- **Update from Assistant Attorney General opinion regarding “ancillary Services”**
 - **This was tabled due to Matt Menge being absent**
- **Renewal Audit update**
- **Dr. Cassatt CE request to submit CEs in November of 2026**
 - **The Board requested that Dr. Cassatt upload the CEUs completed in 2024 into CE Broker**

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- Brian will contact Dr. Cassatt about this.
- **Starion Bank**
 - E-Signatures are needed to active the account
- **Mr. Gary Wolsky Official resignation**
 - Dr. Kolstoe will announce an opening on NDPA “List Serve”
- **Question from Dr. Jim Schober:**
 - Residence is in Grand Forks, ND
 - Office is in MN
 - Licensed in MN not in ND
 - If he is home in ND, can he bill clients (who live in MN) via telehealth on weather emergency days?
 - The Board requested that this information be presented to the 3rd Party Payer and contact the Board concerning their response.
- **Next Scheduled Board meeting?**
 - February 16th 2026 is Presidents Day
 - The Board decided to move the meeting to February 9th 2026 at 12pm CST.

7. Adjourn

Next Board Regular Meetings (12:00 CT to 1:15 pm): **February 9, 2026 via TEAMS**

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