

nd state board of psychologist examiners

Meeting Minutes Monday, March 16, 2026

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 – 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
 - Matt Menge, AAG
 - Brian Barrett, APT, Inc
3. BOARD BUSINESS
 - a. Complaints*
 - i. Complaints
 - **Dr. King**
 - Update from AAG
 - Matt Menge provided an update, nothing was posted regarding an order.
 - **Dr. Whitcomb -Status Review**
 - Dr. Eaton final report from 8-28-25
 - Review letter prepared by Dr. Kolstoe

NDSBPE *** MEETING AGENDA

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- Board agreed to send Dr. Whitcomb the proposed letter
 - **Dr. Atherton**
 - Review Dr. Boomgaarden's proposal
 - The Board reviewed Dr. Boomgaarden's letters addressed to both Dr. Atherton and the complainant.
 - The Board agreed to the letters and instructed Brian to send them.
 - **Dr. Brian Moe**
 - Request response?
 - The Board reviewed RH's complaint.
 - The Board instructed Brian to request Dr. Moe's response.
- ii. Inquiries
Discipline
- b. Applications Coordinator* (Dr. Kehrwald / Dr. Boomgaarden)
- i. Sit for EPPP:
- **Dr. Hailey Ellingson**
 - PLUS was reviewed and approved by Dr. Kehrwald on 3/11/2026
 - Dr. Kolstoe made the motion to approve Dr. Ellingson to take the EPPP.
 - Roll Call Vote: All Aye
- Sit for Oral Exam
- **Dr. Mitchell Hicks**
 - Dr. Kehrwald reviewed and approved Dr. Hick's PLUS on Feb. 24th 2026
 - Dr. Kolstoe made the motion to approve Dr. Hicks for the Oral Exam.
 - Roll Call Vote: All Aye
- ii. For Limited Practice
- **Dr. Audra Horney**
 - Approved by Dr. Kehrwald
 - Requested that this not start until 6/01/2026 due to not requiring a ND license until this time
 - The Board discussed the request and decided that Dr. Horney can re-apply by May 31st 2027
- iii. 3 - Year Resident Letters issued

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- **None**

iv. Open Application Files Needing Board Action or Discussion.

- **Dr. Kristina Raines**
 - **Dr. Kehrwald and Dr. Kolstoe reviewed on 2/25/2026**
 - **Discuss Issues with Application**
 - **The Board reviewed the application and determined that her application does not meet the requirements of the Century Code.**
 - **Matt Menge suggested Brian call Ms. Rains and relay the necessary information and ask if she would like to withdraw her application.**
 - **The Board agreed with Matt's suggestion.**
- **Dr. Shelby Bandel**
 - **Received Resident Status on 9/02/2025**
 - **Requesting an extension for PLUS – anticipates completing this by “late spring”.**
 - **The Board discussed and granted an extension until June 1st 2026**
- **Dr. Richard Boone – Provisional**
 - **Application sent to Dr. Kehrwald on 01/08/2026**
 - **Full Board Approved on 1/12/2026**
 - **Provisional license not yet issued – Payment not yet received**
 - **On February 9th 2026, the Board decided to hold Dr. Boone's application open for the next several weeks until payment is received.**
 - **The Board reviewed the above information and will re-evaluate during the April 20th 2026 meeting.**

v. Provisional License Status Letters issued since last meeting

- **Dr. Gregory Simonson**
 - **Dr. Kehrwald approved Provisional on 3/09/2026**

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

- **None**

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

- **Dr. Kristina Raines – applied through reciprocity**
- **Dr. Gregory Simonson – Received Provisional status**
- **Dr. Audra Horney – Open Limited Practice application**

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

- **None**

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viii. Business Items

1. Psypact commissioner
 - **Update from Dr. Quam**
2. Computers, emails, Teams
 - **Website Domain Name Change**
 - **No long with Network Solutions (formerly FatCow)**
 - **Currently with Big Picture**
3. Procedure Manual
 - **Update from Dr. Kolstoe**
4. CE Broker issues
 - **Updated Licensee List sent to CE Broker on 2/2/2026**
 - **Received confirmation from CE Broker on 2/05/2026**
 - **Dr. Kolstoe received information that CE Broker is using 24'-25' and not 25'-26'. This needs to be updated. Brian will contact CE Broker about this.**

c. Legislative Coordinator (Dr. Kolstoe)

- **Board Task Force Update**
 - **Dr. Kolstoe is in the process of reviewing meeting minute from this Task Force**

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

i. Monthly Finance Report and Monthly Status Report

- **Review Financial Report**
 - **The Board reviewed the financial report**

e. Outreach/Training Coordinator (no portfolio assigned)

i. ASPPB meeting

Spring 2026 – **Dr. Quam, Dr. Krance and Dr. Kehrwald to SC**

Fall 2026 – **Dr. Kolstoe**

Licensing Board Seminar

ii. Training priorities

Outreach Updates

- Suggested website updates/changes
 - **Upcoming “Q & A” page**
- Organization of web presence and current platform

f. Continuing Education Coordinator (Dr. LaRocque)

i. CE Submissions that need Approval

- **Dr. Jo Ellison CE Request**

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- Review breakdown, itinerary
 - **Dr. David Jackson's CE Request**
 - Review breakdown, itinerary
 - The Board reviewed this information and it was approved for 12 credits-if both days are attended.
- ii. Renewal Audit – Status updates
 - **Dr. Susan Cassatt**
 - Submitted CE's in 2024 Due to thinking it was her reporting year
 - Board requested that she upload these into CE Broker for review.
 - Review Dr. Cassatt's update regarding this request.
 - The Board discussed and reviewed the information. Brian was asked to see if Dr. Cassatt needs any technical assistance with uploading her CEs.
 - **Dr. Keith Donohue**
 - The Board granted a 60 day extension which expired on March 15th 2026
 - Brian will follow-up with Dr. Donohue about his.
 - **Dr. Vitacco**
 - Indicated that all CE's are complete
 - Currently in the process of uploading them into CE Broker
- g. Examination Coordinator (Dr. Krance)
 - **Oral Exam on March 16th starting at 10:30am CST**
 - **Dr. Shannon Maney: 10:30am CST**
 - The Board went into Executive Session at 10:30am CST
 - The Board ended the Executive Session at 10:50am CST
 - Dr. Krance made the motion for the passage of Dr. Maney's Oral Exam.
 - Role Call vote: All Aye
 - **Dr. Brianne Richson: 11:15am CST**
 - The Board went into Executive Session at 11:16am CST
 - The Board ended the Executive Session at 11:49am CST
 - Dr. Krance made the motion for the passage of Dr. Richson's Oral Exam.
 - Role Call vote: All Aye
- h. Budget Coordinator (Dr. Quam)
 - i. Financial Planning = Budget within parameters

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4. NEW BUSINESS

a. Approve minutes from Board Meeting

o 02/09/2026 Meeting minute Review

- Dr. Kolstoe made the motion to approve the February meeting minutes
- Roll call vote: All Aye with Dr. Kehrwald abstaining

5. SPECIAL TOPICS

a. School Psychology/Masters regulation – Psychological Practitioners (Dr. Kolstoe)

6. Other Business Arising – time permitted

- **Official Verifications on website and notification of disciplinary action**
 - The Board reviewed and will make the necessary corrections on a case-by-case basis.
- **Contacting the Governor’s office about Mr. Gary Wolsky resigning**
- **Teletherapy in Canada**
 - The Board reviewed this question, and this is not comply with the ND Century Code.
- **PESI Ethics Training – Approved by the Board?**
 - The Board discussed and agreed this would qualify
- **CE Approval Process – Outline steps on webpage?**
- **Are cultural events/ceremonies that are sharing and educating individuals counted?**
 - The Board agreed that cultural events generally do not meet content expectations for being psychologically science based in nature and content.
 - Psychologists are encouraged to expand their personal and cultural boundaries with cultural events/ceremonies but those are a personal development and growth issue rather than a professional competence within the field itself.
- **Title II of the Americans with Disabilities Act – Making websites and Apps compliant.**
 - o <https://www.federalregister.gov/documents/2024/04/24/2024-07758/nondiscrimination-on-the-basis-of-disability-accessibility-of-web-information-and-services-of-state>
 - o Brian will contact the website provider about this. Also, ND ITD can provide information about complying.

7. Adjourn

Next Board Regular Meetings (12:00 CT to 1:15 pm): **April 20, 2026 via TEAMS**

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