W

nd state board of psychologist examiners

Monday, October 19, 2026 @ 12:00 pm CST

AGENDA

Join the meeting now
Meeting ID: 285 680 026 710 2
Passcode: go3NV7Sb

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 – 2029 – Legislative & Board Office Portfolios
     - 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
     - Kaylee Trottier, PhD – 2029 – without current portfolio
     - Public Member - unappointed

3. BOARD BUSINESS
   a. Complaints*
   i. Complaints

   - **PH complaint on Dr. King**
     - **Response to Matt Menge's letter?**
   - **Dr. Timothy Silvestri**
     - **Matt Menge update**
       - **Conditional Dismissal Agreement**
   - **Dr. David Whitcomb**
     - **Status: He will contact the Board once he begins practicing and will update the Board regarding supervision.**
       - **No recent contact – tabled until contacted with information**
   - **Dr. Gregory Volk**
     - **Response from Dr. Volk**
     - **No response from complainant about whether or not the issue is resolved. Email was sent on 9-22-2026**

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- **Complaint from VA**
  - **Review complaint, correspondence from VA**

ii. Inquiries
Discipline

b. Applications Coordinator* (Dr. Kehrwald)

i. Sit for EPPP:

- **None**

Sit for Oral Exam

- **None**

ii. For Limited Practice

- **Dr. Holly Reich**
- **Dr. Rober Barth**

iii. 3 - Year Resident Letters issued

- **None**

iv. Open Application Files Needing Board Action or Discussion.

- **Dr. Angelique Gillis**
  - **Re-applying for a Resident License**
  - **Held a Resident License in 2016**
  - **Did not complete the EPPP**
  - **Review of PLUS from 2014**
- **Dr. Joseph Cox**
  - **License expired on 01/01/2023**
  - **Renewal or re-licensure?**
  - **Looking to be licensed in the next couple months**
  - **NDSBPE has the completed PLUS form initial licensure**

v. Provisional License Status Letters issued since last meeting

- **None**

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

- **Dr. Shelia Hanson**
  - **Received Resident License on 5/13/2022 and expired on 6/30/26 (extension).**
  - **ASPPB advised that she has "several sections to be completed and has zero references".**

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- **No response to the 8/17/2026 communication requesting a status update.**

vii. List of Application Initiation Forms received since last meeting.
- **None**

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

- **Dr. Freeborn supervising Brandon Miller**

viii. Business Items

1. Psypact commissioner
   - **Update from Dr. Quam**

2. Computers, emails, Teams
   - **Website ADA Estimate**
     - **Signed contract sent to Albertson's on 4/29/2026**
     - **Still no invoice from Albertsons.**

3. Procedure Manual
   - **Update from Dr. Kolstoe**

4. CE Broker issues
   - **CE reporting cycles Updated**
     - **Cycles are being created to read "Nov 1st – October 31st "**
     - **CE Broker working on adding an "Even" and "odd" after the cycle**
     - **Deb Carter with CE Broker will contact Brian once the system is updated.**
     - **Instances of wrong cycle still occurring.**

c. Legislative Coordinator (Dr. Kolstoe)
- **Board Task Force Update – Dr. Kolstoe**
  - **Initial meeting of 5 MH boards**
- **Drafting possible legislative bill**
  - **Criminal Background Check (necessary for 2031 PsyPact) – difference NDCC**
  - **Re-license > 1 year+ expired**
  - **Foreign trained path (enable recognition of ASPPB equivalence path)**
  - **Convert I/O to "Applied Psychologist License" of I/O equivalent**
  - **Licensed Psychological Practitioner enabling Admin Code establishment**
    - **School – NASP**
    - **Masters – Psychometrist vs Counselor**
    - **ABA option re: BCBA**

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

i. Monthly Finance Report and Monthly Status Report
- **Review Financial Report**
- **Cost projections for next 5-10 years to estimate need and timing of fee increase**

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e. Outreach/Training Coordinator (no portfolio assigned)

i. ASPPB meeting

Fall 2026 – **Update from Dr. Kolstoe, Dr. Krance**
Spring 2027 -
Licensing Board Seminar – on hold

ii. Training priorities

- AG Office Training: Open Meetings and Board Orientation -October 22nd – Anyone attend? Update?
- Board full retreat – determine need and format (in-person v remote)
- Board Investigator(s) training/orientation
  - Investigator training (costs – 1 CLEAR per year?)
  - 5 CE Ethics/Jurisprudence Cert by NDSBPE per year of investigating 1 or more cases
  - 3-5 members team – ask one to coordinate assignments & assist across
  - 2-3 on waitlist/'distressed psychologist consulting team'? Give alternative course
  - Not sure how to select nor how to communicate such 'rejection'
- Annual 'report' by President – available to Governor office and other bodies
  - members can present at invitation – e.g., NDPA conf., UND Clinical & Counseling Programs

Outreach Updates

- Suggested website updates/changes
  - **Review draft of "Q & A" Document**
  - No comments received to date
- Organization of web presence and current platform – potential alternatives

f. Continuing Education Coordinator (Dr. LaRocque)

i. CE Submissions that need Approval

- **Dr. Jenna Etzold requests**:
  - **Using Internal Family Systems Therapy**
  - **Mental Health Isn't Optional**
- **Dr. Rene Mooney**
  - **SPT Advanced Retreat CEU**

ii. Renewal Audit – Status updates

- **Dr. Kehrwald to review renewals in database**

g. Examination Coordinator (Dr. Krance)

- **None**

h. Budget Coordinator (Dr. Quam)

- Financial Planning = Budget within parameters
  - Projecting budget for estimating timing/amount of fee increase

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4. NEW BUSINESS
   a. Approve minutes from Board Meeting

      - **09/21/2026 Meeting minute Review**

5. SPECIAL TOPICS
   a. School Psychology/Masters regulation – Psychological Practitioners (Dr. Kolstoe) – ESPB MOU

6. Other Business Arising – time permitted

- **Predoctoral Application Review**
- **Board Investigator Candidate Review**
- **Follow-up with the North Dakota Military Commission – white paper**
- **Question:**
    - What is required of UND clinical psych practicum students out in community placements and their services being billed to Medicaid by their placement site.
    - PROPOSED RESPONSE: *Registration of students or supervised practitioners with the board may be a requirement of a 3rd party payer for which such registration is allowed. There is no obligation for practicum students by the Board and there is no specific mechanism to enable such at this time.*
- **Question if "Predoctoral clinical psychology inter & trying to plan postdoc expense in SD**
    - I have a postdoc opportunity that would consist of providing telehealth services to tribal members in North Dakota, but I would be physically located in South Dakota. Can you provide me with more information about how we would need to go about this, as the services would be provided in North Dakota with a supervisor licensed in North Dakota. I am wondering specifically if I would need to apply for a provisional license in North Dakota despite being physically located in South Dakota
    - I am not currently at the position- it is a postdoc I am looking into for next year. It would be a private practice that is contracted through a tribe to provide therapy services to tribal members in that community. The tribal members would be located in North Dakota, and the supervisor is licensed in North Dakota, so I am wondering if I would need to apply for a provisional license to be able to provide services as a postdoc.
    - PROPOSED RESPONSE:
        - *Version 1: Applying for a provisional license is done in the process of applying for licensure so would require a full application to initiate. To practice in North Dakota would require a provisional license with supervision by a North Dakota licensed psychologist.*

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- *Version 2: A Post-Doc supervised year of experience would only need a provisional license for 3rd party payer. If there is a contracted work experience where the contractor does not require such credentials, the service is considered a 'student' (supervised learning experience) even though not formally registered in a recognized educational program. (Compare with 'exemption' section).*

- **Board Member Status Update**
  - **Need Public member**

7. Adjourn

Next Board Regular Meetings (12:00 CT to 1:15 pm**): November 16, 2026 via TEAMS**

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