

NDBSWE MEETING MINUTES
August 16, 2016
LaQuinta Inns & Suites, Bismarck, ND
Minutes

The meeting was called to order by Chair, Heidi Nieuwsma, at 8:30 AM.

Present

Chair – Heidi Nieuwsma, Laura Germann, Nichole Fontaine-Vonesh, Allison Geroux, Rose-Anne Hovey.

Others: Nikki Owings; Jacinda Simmons; John Tyler, Legal Counsel; Carenlee Barkdull, UND Dept. of Social Work; Bill Kalanek, APT, Inc.

Absent

Ramona Humann

Minutes

It was **moved and seconded** to approve the minutes for May 17, 2016; June 24, 2016; July 18, 2016; August 8, 2016. (Geroux/ Fontaine-Vonesh/carried) [Humann absent]

Financial

Everything is in line with the budget. CDs will be renewed as they come due.

It was **moved and seconded** to approve the financial report as presented. (Fontaine-Vonesh/Germann/ carried) [Humann absent]

APT, Inc. Contract

The Board spoke telephonically with Rebecca Pollert of the State Procurement Office regarding the status of the management services procurement. Pollert hopes to have the process for forming a vendor pool started within one week.

It was **moved and seconded** to approve a six-month extension of contract with APT, Inc. as an alternate procurement at the current monthly rate. (Germann/Fontaine-Vonesh/ carried) [Humann absent]

Discussion with Dr. Carenlee Barkdull, UND Department of Social Work

The Board and Dr. Barkdull discussed the authority of a teacher over trainees, interns, and students in a social work program. The Board will look to update its administrative rules to address this situation once the legislative work is complete.

Ethical Correspondence

Hannah Erickson – Legal Counsel is sending a settlement agreement to Erickson as directed by the Board at its previous meeting.

Amber Mutalipassi - Legal Counsel is sending a settlement agreement to Erickson as directed by the Board at its previous meeting.

Meagan Klefstad – Board will offer her a settlement agreement of ten ethics continuing education contact hours approved by the Board and require her to attend two Board meetings in person within one calendar year.

MaryAnn Hastings - It was **moved and seconded** to have Legal Counsel send a letter explaining the power of the Board; request further evidence the individual in question is holding herself out as a LSW or request she take it to the State's Attorney for prosecution. (Geroux/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent]
[Legal Counsel]

Application for License by Reciprocity

Meagan Klefstad - It was **moved and seconded** to grant the application if Klefstad accepts the settlement agreement as reference above. (Geroux/Fontaine-Vonesh/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent]
[Legal Counsel]

Complaints

Johnson/NDBSWE – Tabled until more information regarding the charges is received.

Laura Gotvaslee – Tabled until more information regarding the charges is received.

Rose/Gefroh - It was **moved and seconded** to dismiss the complaint. (Germann/Fontaine-Vonesh/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Legal Counsel]**

Mosbrucker/Arthaud – The Board will monitor her current felony charges and consider at the November meeting. It was **moved and seconded** to request the actual JayPay messages sent to her client from the Bismarck Transitional Center. (Fontaine-Vonesh/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Board Office]**

Owen/Tanner - It was **moved and seconded** to request from Owen information on how she billed the sessions which the daughters attended, the billing codes and proffess notes from these sessions, her clarification of group therapy, and which parent had custody of the daughters at that time. (Geroux/Fontaine-Vonesh /carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent]
[Board Office]

Nelson/Self-report and Nelson/Hall - It was **moved and seconded** offer a settlement agreement of voluntary surrender of license. (Geroux/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent]

It was **moved and seconded** to amend the previous motion to offer a settlement agreement of revocation of license and she cannot re-apply for licensure for three years from date of revocation. (Geroux/Hovey/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Legal Counsel]**

Kosmatka/Gray and Kosmatka/Azure - It was **moved and seconded** to offer a settlement agreement of five contact hours of ethics/boundaries continuing education approved by the Board within one year, in addition to the regular continuing education requirement. (Fontaine-Vonesh/Geroux/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Legal Counsel]**

Sundeen/Gray and Sundeen/Azure - It was **moved and seconded** to dismiss the complaints. (Fontaine-Vonesh/Geroux/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Legal Counsel]**

Carlson/Suckut – Table to November meeting to receive Carlson’s response.

Disciplinary Action Update

Leuthard – License suspended until 1/5/2019 and she is required to submit 10 hours of ethics continuing education.

Miller – Miller has signed the settlement agreement and her license is revoked effective August 15, 2016.

Application for Initial Licensure

Amanda Wolf – License will be granted once her application is amended to reflect she answered “yes” to a past conviction.

Continuing Education Audit

Shannon Bacon - It was **moved and seconded** to accept the 20.5 hours as she adequately explained how they relate to macro social work. (Hovey/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Board Office]**

It was **moved and seconded** to allow the Chair to make a motion. (Geroux/Hovey/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent]

Jaclyn Andersen - It was **moved and seconded** to offer a settlement agreement of voluntary surrender of license, have her mail in her license certificate to the Board office, and post to the NPDB. (Nieuwsma/Geroux/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Legal Counsel]**

Angela Christensen - It was **moved and seconded** to consider an extension of the renewal deadline but she must first submit documentation from her doctor verifying her health status and give her two months to submit this information plus verification of the 13 hours she claims she has already completed; if she does not want to do this, she may request to voluntarily surrender her license. (Geroux/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Board Office]**

Amanda Carlson - It was **moved and seconded** to send a formal complaint on the Board's own motion and forward to the Attorney General's office for disciplinary proceedings. (Nieuwsma/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Legal Counsel]**

Gail Gerrard-Roller - It was **moved and seconded** to send a formal complaint on the Board's own motion and forward to the Attorney General's office for disciplinary proceedings. (Nieuwsma/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Legal Counsel]**

Marie Laska – It was **moved and seconded** to send the third notice to her employment address by certified mail and one by regular mail. (Nieuwsma/Geroux/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Board Office]**

Karen O'Brien - It was **moved and seconded** to send a formal complaint on the Board's own motion and forward to the Attorney General's office for disciplinary proceedings. (Nieuwsma/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Legal Counsel]**

Christine Petersen - It was **moved and seconded** to send a formal complaint on the Board's own motion and forward to the Attorney General's office for disciplinary proceedings. (Nieuwsma/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Legal Counsel]**

Licenses Issued 5/1/2016 to 7/30 /2016

The Board reviewed the list of licenses issued.

Licensure Compact with Minnesota/HB 1048

The Board will try to meet with Senator Mathern once its legislative bill is drafted.

Board Fee Increase

Board will consider this when working on its Administrative Rules.

Continuing Education for Attending Board Meetings

Board will consider this when working on its Administrative Rules.

MSW Supervision Plans

Natasha Braseth – Tabled so Fontaine-Vonesh can review.

Amanda Nelson - It was **moved and seconded** to approve the supervision plan. (Fontaine-Vonesh/Nieuwsma/carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

Nikki LaFromboise - It was **moved and seconded** she needs to clarify how much diagnosing she will be doing and the process for that. (Fontaine-Vonesh/Geroux/carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

Marley Winningham - It was **moved and seconded** to approve pending appropriate documentation of diagnosing is received and reviewed by Fontaine-Vonesh. (Geroux/Germann/carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

Laura Gitter - It was **moved and seconded** to request she submit verification of her hours. (Fontaine-Vonesh/Geroux/carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

Bridget Meranda - It was **moved and seconded** to approve the supervision plan for 30 hours. (Fontaine-Vonesh/Germann/carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

Katie Allen - It was **moved and seconded** to approve the supervision plan. (Fontaine-Vonesh/Nieuwsma/carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

Jamie Johnson - It was **moved and seconded** to approve the supervision plan for 30 hours. (Fontaine-Vonesh/Nieuwsma/carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

Jennifer Getz - It was **moved and seconded** to approve the supervision plan for 15 hours. (Fontaine-Vonesh/Geroux/carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

Sarah Suda - It was **moved and seconded** to approve pending receipt of her supervisor's letter. (Nieuwsma/Germann/carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

Sandra Richter - It was **moved and seconded** to approve the supervision plan. (Fontaine-Vonesh/Geroux/ carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

Karen Busse - It was **moved and seconded** to approve the supervision plan. (Fontaine-Vonesh/Nieuwsma/ carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

Jamie Sehrt - It was **moved and seconded** to approve pending receipt of her supervisor's letter verifying 15 hours per week of diagnosing in her clinical practice. (Fontaine-Vonesh/Geroux/carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

{Geroux absent}

Mary Kokula - It was **moved and seconded** to approve the supervision plan. (Fontaine-Vonesh/Nieuwsma/ carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Hovey (y), Nieuwsma (y)] [Humann and Geroux absent] **[Bd. Office]**

Natalee Tangen - It was **moved and seconded** to approve the play therapy practice and supervision and to have her submit a copy of her supervisor's license. (Fontaine-Vonesh/Nieuwsma/ carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Hovey (y), Nieuwsma (y)] [Humann and Geroux absent] **[Bd. Office]**

Other Business

Financial Audit - It was **moved and seconded** to approve as presented. (Fontaine-Vonesh/Germann/ carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Hovey (y), Nieuwsma (y)] [Humann and Geroux absent]

Meeting Opening Statement – The Board office will check with ASWB and FARB for samples and then have Legal Counsel review them.

ASWB Fall Meeting – Nieuwsma will attend.

{Geroux present}

Computer/I-Pad System for Members –Germann will check into this and work with the Board office.

Proposed Legislation – The Board will hold a conference call meeting to review the final draft on September 27, 2016 at 12:00 PM.

Next Meeting Date – September 27, 2016 12:00 pm Conference Call
 - November 15, 2016 8:30 am LaQuinta Inns & Suites, Bismarck.

Election of Officers

It was **moved and seconded** to re-elect Nieuwsma as Chair and Fontaine-Vonesh as Vice Chair. (Germann/Fontaine-Vonesh/carried) [Roll call: Fontaine-Vonesh (y), Germann (y), Geroux (y), Hovey (y), Nieuwsma (y)] [Humann absent]

Adjournment

The meeting was adjourned at 2:40 pm.

 Chair

 Date

 Secretary

 Date

Licenses issued 5/1/2016 to 7/30/2016:

	Last Name	First Name	License Level	Upgrade Reciprocity
1.	Quinn	Rebecca	Licensed Certified Social Worker	
2.	Galster	Michelle	Licensed Independent Clinical Social Worker	Yes
3.	LaFromboise	Nikki	Licensed Certified Social Worker	
4.	Larson	Meghan	Licensed Social Worker	MN
5.	Fuchs	LaVonna	Licensed Independent Clinical Social Worker	
6.	Jacobsen	Kaitlyn	Licensed Social Worker	
7.	Reich	Elle	Licensed Social Worker	
8.	Sloan	Madison	Licensed Social Worker	
9.	Leintz	Kayla	Licensed Social Worker	
10.	Sveen	Shadoc	Licensed Social Worker	
11.	Reese	Lilisa	Licensed Social Worker	
12.	Isham	Taylor	Licensed Certified Social Worker	
13.	Scott	Malynda	Licensed Social Worker	UT
14.	Thomason	Kristen	Licensed Social Worker	

15. Olsen	Anna	Licensed Social Worker	MN
16. Grandpre	Brian	Licensed Independent Clinical Social Worker	MN
17. Wolbert	Ciera	Licensed Social Worker	MN
18. Durand	Kayla	Licensed Social Worker	
19. Braden	Caroline	Licensed Social Worker	
20. Biederstedt	Brooke	Licensed Certified Social Worker	Yes
21. Taken Alive	Chelsea	Licensed Certified Social Worker	
22. Peters	Aimee	Licensed Independent Clinical Social Worker	CT, MI, WA, AK, NY, NJ
23. Castro	Carla	Licensed Certified Social Worker	
24. Hystad	Charlie	Licensed Social Worker	
25. Kehrberg	Erica	Licensed Social Worker	
26. Sehrt	Jamie	Licensed Certified Social Worker	Yes
27. Jirout	George	Licensed Certified Social Worker	Yes
28. Church	Jennifer	Licensed Social Worker	
29. Pribula	Alyssa	Licensed Social Worker	
30. Strand	Tyler	Licensed Certified Social Worker	
31. Anderson	Kendyl	Licensed Social Worker	
32. Anderson	Kelsey	Licensed Social Worker	MN
33. Winningham	Marley	Licensed Certified Social Worker	OH
34. Olson	Ashley	Licensed Social Worker	
35. Peterson	Donna	Licensed Certified Social Worker	NY (not qualified for LICSW by recip)
36. Sather	Jana	Licensed Social Worker	
37. Rickabaugh	Kellie	Licensed Social Worker	
38. Benz	Kayla	Licensed Social Worker	
39. Biergaard	Kristen	Licensed Social Worker	
40. Kraemer	Chantal	Licensed Social Worker	
41. Schumacher	Kelsey	Licensed Social Worker	
42. Butler	Joseph	Licensed Certified Social Worker	MN
43. Nelson	Amanda	Licensed Certified Social Worker	MN
44. Seeger	Heidi	Licensed Social Worker	MN
45. Schmidt	Josie	Licensed Social Worker	
46. Freid	Laurie	Licensed Social Worker	
47. Willcoxon	Sarah	Licensed Social Worker	
48. Savig	Hanna	Licensed Social Worker	

LSW =	31	Initial License =	36
LCSW =	13	Upgrade =	4
LICSW =	4	Reciprocity =	12

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Total licensees as of August 3, 2016:

LSW =	1719
LCSW =	385
LICSW =	332