

NDBSWE MEETING MINUTES
November 15, 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, and Ramona Humann (by phone).
Others: Nikki Owings; Jacinda Simmons; John Tyler, Legal Counsel; and Lynzie Schmid.

Minutes

It was **moved and seconded** to approve the minutes for August 15, 2016; August 16, 2016; September 27, 2016; October 3, 2016; and October 12, 2016. (Fontaine-Vonesh/Geroux/unanimous)

Financial

Everything is in line with the budget. The Legal Fees expense will exceed what was budgeted. This line item will be increased in the next budget. CDs will be renewed as they come due.

It was **moved and seconded** to approve the financial report as presented.
(Fontaine-Vonesh/Germann/unanimous)

APT, Inc. Contract

The Board spoke telephonically with Rebecca Pollert of the State Procurement Office regarding the status of the management services procurement. The vendor list should be determined by December 13, 2016. Then the Board can give their specific requirements to a couple of vendors for a final proposal. Germann will represent the Board and work with the Procurement Office. The Board will need to have a special meeting to select which vendor proposal they want to accept.

Complaints

Mosbrucker/Arthaud – It was **moved and seconded** to offer a settlement agreement of revocation, and she cannot reapply for licensure for 3 years.
(Geroux/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[Legal Counsel]**

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

Carlson/Suckut – It was **moved and seconded** to offer him a settlement agreement to voluntarily surrender his license. (Germann/Geroux/unanimous)
[Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma

(y), Humann (y)]

[Legal Counsel]

Denault/Harvey – It was **moved and seconded** to dismiss the complaint.

(Fontaine-Vonesh/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)]

[Legal Counsel]

Fetsch-Crockett/Harvey – It was **moved and seconded** to dismiss the complaint. (Fontaine-Vonesh/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)]

[Legal Counsel]

Bjerke-Hagen/Harvey - It was **moved and seconded** to dismiss the complaint.

(Fontaine-Vonesh/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)]

[Legal Counsel]

Lindemann/Fleck – Tabled to allow legal counsel time to review.

[Legal Counsel]

Bayley-Neurauter/Fleck – Tabled to allow legal counsel time to review.

[Legal Counsel]

Starks/Berg – It was **moved and seconded** to dismiss the complaint if Geroux does not find more information; if more information is discovered, the complaint will be discussed at the next meeting. (Germann/Fontaine-Vonesh/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)]

[Legal Counsel]

Thompson Widmer/Schmid - It was **moved and seconded** to dismiss the complaint. (Geroux/Fontaine-Vonesh/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)]

[Legal Counsel]

Wanner/Mohl - It was **moved and seconded** to dismiss the complaint with a letter of concern that she needs to report concerns in a timelier manner.

(Nieuwsma/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)]

[Legal Counsel]

Schaefer-Nygaard/Jones – It was **moved and seconded** to offer a settlement agreement of 1-year probation and 10 hours of continuing education in confidentiality, ethics, and boundaries approved by the Board and in addition to the regular continuing education requirements.

(Fontaine-Vonesh/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)]

[Legal Counsel]

Ethical Correspondence

Brittany Baker - It was **moved and seconded** to send her a letter thanking her for self-reporting and to be more cautious in the future.

(Fontaine-Vonesh/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[Bd. Office]**

Lynzie Schmid - It was **moved and seconded** to offer a settlement agreement of 10 hours of continuing education in ethics and attending two Board meetings within the next year and grant the license. (Fontaine-Vonesh/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[Legal Counsel]**

Megan Price - It was **moved and seconded** to notify her that an anonymous complaint exists and that she should not hold herself out as a social worker until she is licensed. (Geroux/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)]

[Bd. Office]

Disciplinary Action Update

Anne Leuthard – License suspended until 1/5/2019 and she is required to submit 10 hours of ethics continuing education. No hours have been completed to date.

Cheryl Johnson – She signed a settlement agreement to surrender her license. She has returned her license certificate to the Board office.

Hannah Erickson – The settlement agreement has been signed. She needs to complete 10 hours of ethics continuing education in a one-year period.

Amber Mutalipassi - The settlement agreement has been signed. She needs to complete 10 hours of ethics continuing education in a one-year period.

David Kosmatka – Legal counsel will send a letter requesting him to respond to the settlement agreement. **[Legal Counsel]**

Janet Nelson – Legal counsel will send an amended settlement agreement to offer revocation and that she cannot reapply for 3 years. **[Legal Counsel]**

Jordan Herbel – Legal counsel will send an amended settlement agreement to include the drug monitoring provisions to be approved by the Board. **[Legal Counsel]**

Meagan Klefstad – She attended the meeting as the first of two meetings she is required to attend in a one-year period. She also must complete 10 hours of ethics continuing education within this same one-year period.

Application for License by Reciprocity

Lynzie Schmid - It was **moved and seconded** to grant the license if she agrees to the settlement agreement being offered. (Fontaine-Vonesh/Hovey/unanimous)
[Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[Bd. Office]**

Application for Initial Licensure

Megan Price – Her license application will be held until its expiration date or she completes the requirements for licensure. **[Bd. Office]**

Licenses Issued 8/1/2016 to 10/31/2016

The Board reviewed the list of licenses issued.

Continuing Education Audit

Jaclyn Andersen – A settlement agreement for surrendering her license will be sent to her correct address. **[Legal Counsel]**

Susan Stein – She will mail her completed continuing education verification to the Board office.

Linda Johansen – Her legal counsel said she will be submitting her continuing education documentation within the next few weeks.

Madelaine Roder - It was **moved and seconded** to send her the settlement agreement for voluntary surrender of licensure via certified mail. (Fontaine-Vonesh/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[Legal Counsel]**

Amanda Carlson - It was **moved and seconded** she will need to submit the required CE verification within the next 30 days or she will be required to submit 30 hours of CE including 2 ethics hours in addition to the current CE requirement, and she will be audited for the next 3 CE cycles. (Nieuwsma/Fontaine-Vonesh/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[Bd. Office & A. Moraghan]**

It was **moved and seconded** to include with the previous motion to give her a deadline to July 30, 2017 and she will be audited for the next 3 continuing education cycles; failure to complete the hours may result in possible disciplinary action. (Nieuwsma/Geroux/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[Bd. Office & A. Moraghan]**

Gail Gerrard-Roller – Settlement agreement has been signed to voluntarily surrender her license. **[Bd. Office]**

Karen O'Brien – Settlement agreement has been signed to voluntarily surrender her license. **[Bd. Office]**

Christine Petersen - It was **moved and seconded** she will need to submit 18 hours of CE including 2 hours of ethics by July 30, 2017, in addition to the current CE requirement and she will be audited for the next 3 CE cycles; failure to do so may result in disciplinary action. (Geroux/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[A. Moraghan]**

Angela Christensen - It was **moved and seconded** the Board has received no response and it will be forwarded to the Attorney General's office for formal complaint. (Nieuwsma/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[Legal Counsel]**

Danny Whitehead - It was **moved and seconded** to send the Board's February 26, 2016 letter certified; if verified that Whitehead received and he offers no response by December 31, 2016, the Board will forward to the Attorney General's office for formal complaint. (Geroux/Fontaine-Vonesh/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[Bd. Office]**

Karlene Gehler - It was **moved and seconded** to send the Board's February 26, 2016 letter certified; if verified that Whitehead received and he offers no response by December 31, 2016, the Board will forward to the Attorney General's office for formal complaint. (Geroux/Fontaine-Vonesh/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[Bd. Office]**

Licensure Compact with Minnesota/HB 1048

No new information.

Legislative Update

Germann sent the bill to Senator Brad Bekkedahl for review. She will contact the Board on his decision to sponsor the bill. **[Germann]**

Nieuwsma will contact NASW and UND to request their support on the bill.

[Nieuwsma]

Autism Spectrum Disorder Database Advisory Group

The Board office will ask Ms. Pinks if the LICSW has to be a Board member. If not, the Board office will send an email to all LICSWs and post on the web site to contact Ms. Pinks if they wish to participate. **[Bd. Office]**

MSW Supervision Plans

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

Laura Gitter – The Board is still waiting for verification of her hours.

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

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

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

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

Jennifer Hills - It was **moved and seconded** to approve the supervision plan pending review by Fontaine-Vonesh. (Fontaine-Vonesh/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (y)] **[Bd. Office]**

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

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

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

Other Business

Meeting Opening Statement – FARB plans to work on an opening meeting statement.

ASWB Fall Meeting – Nieuwsma will attend the meeting this weekend.

{Humann absent}

Computer/I-Pad System for Members – It was **moved and seconded** to approve Fontaine-Vonesh and Geroux to purchase what they need to conduct Board business and submit for reimbursement by the Board.
(Nieuwsma/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent]

2017 Meeting Dates

February 13, 2017	8:30 am	LaQuinta Inns & Suites, Bismarck
May 15, 2017	8:30 am	LaQuinta Inns & Suites, Bismarck
August 14, 2017	8:30 am	LaQuinta Inns & Suites, Bismarck
November 6, 2017	8:30 am	LaQuinta Inns & Suites, Bismarck

Adjournment

The meeting was adjourned at 1:15 pm.

Chair

Date

Secretary

Date

Licenses issued 8/1/2016 to 10/31/2016:

	Last Name	First Name	License Level	Upgrade	Reciprocity
1.	Limvere	Leslie	Licensed Certified Social Worker	Yes	
2.	Nelson-Egeberg	Windy	Licensed Independent Clinical Social Worker		
3.	Cotton	Holly	Licensed Certified Social Worker		
4.	Hager	Lecia	Licensed Certified Social Worker	Yes	
5.	Ford	Jaclyn	Licensed Social Worker		
6.	Hanson	Cynthia	Licensed Social Worker		
7.	Akason	Nicole	Licensed Social Worker	No	MN
8.	Nygaard-Koplin	Dawn	Licensed Certified Social Worker	Yes	
9.	Fahlstrom	Amanda	Licensed Certified Social Worker	Yes	
10.	Mitchell	Caitlin	Licensed Certified Social Worker		
11.	Tidd	Kathryn	Licensed Independent Clinical Social Worker	Yes	
12.	Tupa	Emily	Licensed Independent Clinical Social Worker		IN

13.	Fabbro	Patches	Licensed Social Worker	No	OH
14.	Gangl	Megan	Licensed Social Worker		
15.	Collins	Rebecca	Licensed Certified Social Worker		MN
16.	Fierstine	Melanie	Licensed Independent Clinical Social Worker		MN
17.	Kusler	Monica	Licensed Social Worker		
18.	Gonzalez-Harris	Eliza	Licensed Social Worker		
19.	Shoults	Samantha	Licensed Social Worker		
20.	Osmonson	Valerie	Licensed Social Worker		
21.	Brehm	Jenna	Licensed Certified Social Worker		
22.	Olson	Jaclyn	Licensed Social Worker		
23.	Leinonen	Brittany	Licensed Social Worker		MN
24.	Brooks	Jared	Licensed Social Worker		MN
25.	Helmer	Betty	Licensed Independent Clinical Social Worker	Yes	
26.	Zaste	Danea	Licensed Independent Clinical Social Worker	Yes	
27.	Schank	Brittany	Licensed Certified Social Worker	Yes	
28.	Bachman	Noelle	Licensed Social Worker		
29.	Webster	Cassandra	Licensed Social Worker		
30.	Buhaug	Lindsey	Licensed Social Worker		
31.	Johnson	Emily	Licensed Certified Social Worker		
32.	Toft	Jinna	Licensed Social Worker		MN
33.	Wolf	Amanda	Licensed Social Worker	No	
34.	Gulsvig	Maggie	Licensed Social Worker		MN
35.	Batiz	Rebecca	Licensed Certified Social Worker	No	IL
36.	Klestad	Meagan	Licensed Social Worker	No	MN
37.	Busse	Karen	Licensed Independent Clinical Social Worker		
38.	Koski	Jordyn	Licensed Certified Social Worker	Yes	
39.	Luft	Avery	Licensed Certified Social Worker	Yes	
40.	Andes	Sarah	Licensed Certified Social Worker		
41.	Iverson	Michelle	Licensed Social Worker		
42.	Feren	Robin	Licensed Certified Social Worker		
43.	Thuner	Erin	Licensed Independent Clinical Social Worker		
44.	Richardson-Ozuna	Carrie	Licensed Social Worker		
45.	Harsch	Kayla	Licensed Social Worker		
46.	Campbell	Hayley	Licensed Social Worker		
47.	Fuchs	Sarah	Licensed Social Worker		MN
48.	Pfeifer	Megan	Licensed Certified Social Worker		

LSW =	24	Initial License =	36
LCSW =	16	Upgrade =	10
LICSW =	8	Reciprocity =	12

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Total licensees as of November 1, 2016:

LSW =	1730
LCSW =	396
LICSW =	340