

**NDBSWE MEETING MINUTES**  
**February 13, 2017**  
**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; John Tyler, Legal Counsel; Meagan Klefstad; Lynzie Schmid; Kimberly Jacobson, County Directors Association.

***Minutes***

It was **moved and seconded** to approve the minutes for November 15, 2016; January 16, 2017; January 20, 2017. (Fontaine-Vonesh/Geroux/unanimous)

***Financial***

Everything is in line with the budget except for the legal fees expense which has gone over budget. CDs will be renewed as they come due.

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

***APT, Inc. Contract***

Germann will represent the Board and work with the Procurement Office to select two vendors from the approved vendor list. The Board will need to have a special meeting to consider proposals from the two vendors selected and then make a final selection.

***[Humann abstains from future votes as phone connection is poor]***

***Complaints***

**Lindemann/Fleck #2016-26** - It was **moved and seconded** to dismiss with a letter of concern identifying points of concern to include: manner in which letter to Fleck was written; confidentiality; proper procedure in observing family systems; and making proper referral rather than siting specific mental illness. (Fontaine-Vonesh/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (a)] **[Geroux & Legal Counsel]**

**Bayley-Neurauter/Fleck #2016-27** - It was **moved and seconded** to dismiss with a letter of concern identifying points of concern, which she should have picked up on as Lindemann's supervisor, to include: manner in which letter to Fleck was written; confidentiality; proper procedure in observing family systems; and making proper referral rather than siting specific mental illness, and remind her she should return all phone calls to clients. (Geroux/Nieuwsma/carried) [Roll call:

Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (a)] **[Geroux & Legal Counsel]**

**Thompson Widmer/Larson #2017-01** – Legal counsel is checking with Ashley Lies, Attorney to see how the investigation is proceeding. The Board will hold a special meeting when further information is received from Lies. **[Legal Counsel]**

**Starks/Berg #2016-29** – Dismissed due to no further information as per November 15, 2016 Board review. **[Legal Counsel]**

**Haut/Kubesh #2016-36** – It was **moved and seconded** to dismiss. (Geroux/Fontaine-Vonesh/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (a)] **[Legal Counsel]**

**Bruce/Belgarde #2016-37** - It was **moved and seconded** to dismiss. (Fontaine-Vonesh/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y), Humann (a)] **[Legal Counsel]**

**[Humann absent]**

### ***Legislative Updates***

**SB 2293** – The bill passed in the Senate. Nieuwsma and legal counsel received requested amendments from the County Directors Association to be considered when the bill is heard on the House side. The Board considered these amendments as follows:

- 43-41-01 – removed “Approved supervisor” language;
- Pg. 2, line 11 – add “social work” case management;
- Pg. 2, line 21 – accept as amended;
- Pg. 4, lines 23-27 – accept as amended;
- Pg. 5, line 5 – remove amendment;
- Pg. 8, line 11 – accept as amended;
- Pg. 9, line 23 – remove amendment;
- Pg. 11, line 16 – change “shall” to “may”;
- Pg. 12, line 19 – change “shall” to “may”;
- Pg. 12, line 30 – accept as amended;
- Pg. 13 – accept as amended;
- Pg. 14, line 4 – accept as amended;
- Pg. 16, line 10 – amend license designations to proposed ones;
- Pg. 17, line 1 – keep “by the board”;
- Pg. 17, line 2 – accept as amended;
- Pg. 17, line 5 – accept as amended;
- Pg. 17, line 13 – add “social work”;
- Pg. 17, line 25 – add “social work”;
- Pg. 17, lines 28-29 – accept as amended;
- Pg. 18, line 7 – accept as amended;
- Pg. 19, line 15 – remove amendment;
- Pg. 20, line 26 – accept as amended.

It was **moved and seconded** to approve the amendments as discussed.  
(Geroux/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Human absent] **[Legal Counsel]**

### ***Ethical Correspondence***

**Lynnea Ritz** – It was moved and seconded the Board will send her a response stating it is not the Board's role to determine a potential violation of the code of ethics without receiving a formal complaint; refer her to consultation with a license attorney; refer her to consultation with NASW. (Geroux/Fontaine-Vonesh/carried)  
[Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Human absent] **[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.

**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** – Settlement agreement of voluntary surrender of license was fully signed at meeting.

**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 second 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.

**Audrey Mosbrucker** – Legal counsel will send a settlement agreement to revoke license. **[Legal Counsel]**

**Randy Carlson** – Legal counsel is sending settlement agreement to voluntarily surrender license. **[Legal Counsel]**

**Tara Schaefer-Nygaard** – Legal counsel is sending settlement agreement of one year probation and 10 continuing education hours in ethics. **[Legal Counsel]**

***Application for License by Reciprocity***

**Brady McClafin** – Tabled for review by Nieuwsma and legal counsel.

**[Nieuwsma & Legal Counsel]**

**Dale Twedt** – Legal counsel will review application. Board office will request Twedt submit Minnesota's requirements for licensure at the time Twedt obtained initial licensure in Minnesota, and that he clarify whether or not he is practicing social work in North Dakota without a valid license.

**[Bd. Office & Legal Counsel]**

***Application for Initial Licensure***

**Cassie Schultze** – It was **moved and seconded** to move into executive session to discuss confidential records. (Germann/Fontaine-Vonesh/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Nieuwsma (y)] [Geroux and Humann absent]

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

**[Bd. Office]**

**Lee Rosenberg** - It was **moved and seconded** to move into executive session to discuss confidential records. (Germann/Hovey/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent]

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

**[Bd. Office]**

***Licenses Issued 11/1/2016 to 1/31/2017***

The Board reviewed the list of licenses issued.

***Continuing Education Audit***

**Susan Stein** – It was **moved and seconded** Board office will send a certified letter stating the Marriage Boot Camp does not count for continuing education hours, and she has until May 8, 2017 to submit the remaining 14.5 hours including 2 ethics hours; she will be audited for the next 3 audit cycles; failure to submit her hours will result in disciplinary action. (Geroux/Nieuwsma/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent]

**[Bd. Office]**

**Danny Whitehead** - It was **moved and seconded** to send his non-response to litigation. (Geroux/Nieuwsma/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent]

**[Bd. Office]**

It was **moved and seconded** after legal counsel receiving more information from Whitehead during a phone conversation to accept him submitting his physical license within 30 days and allow the license to expire on December 31, 2017. (Geroux/Nieuwsma/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

**Karlene Gehler** - It was **moved and seconded** after legal counsel received more information from Gehler during a phone conversation to allow her to submit her physical license and allow the license to expire on December 31, 2017. (Geroux/Nieuwsma/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Nieuwsma (y)] [Humann absent] **[Bd. Office]**

### ***MSW Supervision Plans***

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

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

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

### ***Child Support Data Match***

The Board will request a memorandum of understanding to review at the May meeting. **[Bd. Office]**

### ***2018-2019 License Renewal***

The Board will allow paper applications for renewal.

The Board office will check with the Board of Nursing to see how they handle their audit system. Board will discuss at May meeting. **[Bd. Office]**

### ***Other Business***

**ASWB Updates** – If anyone is interested in attending the Spring meeting, they should contact Nieuwsma.

**Next Meeting** - May 8, 2017 8:30 am LaQuinta Inns & Suites, Bismarck

***Adjournment***

The meeting was adjourned at 2:17 pm.

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 Chair

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 Date

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 Secretary

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 Date
**Licenses issued 11/1/2016 to 1/31/2017:**

	Last Name	First Name	License Level	Upgrade	Reciprocity
1.	<a href="#">DiAngelis</a>	Melanie	Licensed Social Worker	No	OH
2.	<a href="#">Kressin</a>	Tracy	Licensed Independent Clinical Social Worker		
3.	<a href="#">Tangen</a>	Natalee	Licensed Certified Social Worker	Yes	
4.	<a href="#">England</a>	Nicole	Licensed Independent Clinical Social Worker	Yes	
5.	<a href="#">Doerr</a>	Braydyn	Licensed Social Worker		
6.	<a href="#">Murphy</a>	Mary	Licensed Social Worker		
7.	<a href="#">Buehler</a>	Breana	Licensed Social Worker		
8.	<a href="#">Stam</a>	Erica	Licensed Social Worker		
9.	<a href="#">Bryant</a>	Tammy	Licensed Certified Social Worker		
10.	<a href="#">Blue Jr.</a>	Jason	Licensed Social Worker	No	
11.	<a href="#">Sweep</a>	Elizabeth	Licensed Social Worker	No	
12.	<a href="#">Schulz</a>	Shandra	Licensed Social Worker	No	
13.	<a href="#">Lawson</a>	Angela	Licensed Certified Social Worker	Yes	
14.	<a href="#">Polanski</a>	Paul	Licensed Certified Social Worker		
15.	<a href="#">Hahn</a>	Rebecca	Licensed Social Worker		
16.	<a href="#">Williams</a>	Amanda	Licensed Independent Clinical Social Worker	No	WA
17.	<a href="#">Kirchoffner</a>	Debra	Licensed Certified Social Worker	Yes	
18.	<a href="#">Schaefferkoetter</a>	Shelly	Licensed Certified Social Worker	No	
19.	<a href="#">Jimenez</a>	Amanda	Licensed Independent Clinical Social Worker	Yes	
20.	<a href="#">Cerde</a>	Erica	Licensed Certified Social Worker	Yes	
21.	<a href="#">Covert</a>	Patty	Licensed Social Worker		
22.	<a href="#">Popo</a>	Antonia	Licensed Certified Social Worker	No	
23.	<a href="#">Pinckney</a>	Tiffany	Licensed Certified Social Worker	No	
24.	<a href="#">Jystad</a>	Dana	Licensed Social Worker	No	MN
25.	<a href="#">Pangelinan</a>	Sarah	Licensed Certified Social Worker	Yes	
26.	<a href="#">Frelich</a>	Rachel	Licensed Social Worker		
27.	<a href="#">Spooner</a>	Jordan	Licensed Social Worker		

28.	<a href="#">Hartman</a>	Jessica	Licensed Independent Clinical Social Worker	Yes	
29.	<a href="#">Scully</a>	Theresa	Licensed Independent Clinical Social Worker	Yes	
30.	<a href="#">Talbacka</a>	Mandi	Licensed Independent Clinical Social Worker	Yes	
31.	<a href="#">Glatt</a>	Renae	Licensed Certified Social Worker	Yes	
32.	<a href="#">Jones</a>	Emily	Licensed Certified Social Worker	Yes	
33.	<a href="#">Mracek</a>	Jackie	Licensed Social Worker		
34.	<a href="#">Schmaltz</a>	Richelle	Licensed Social Worker		
35.	<a href="#">Waagen</a>	Laura	Licensed Certified Social Worker		
36.	<a href="#">Laughlin</a>	David	Licensed Certified Social Worker	No	
37.	<a href="#">Schaible</a>	Jessica	Licensed Social Worker	No	
38.	<a href="#">Reitmeier</a>	Sarah	Licensed Independent Clinical Social Worker	No	MN
39.	<a href="#">Buckle</a>	Kerry	Licensed Certified Social Worker	Yes	
40.	<a href="#">Hedin</a>	Joanna	Licensed Independent Clinical Social Worker	Yes	
41.	<a href="#">Koenig</a>	Emily	Licensed Certified Social Worker		
42.	<a href="#">Swallow</a>	Virginia	Licensed Social Worker		
43.	<a href="#">Habib</a>	Rajeen	Licensed Social Worker		
44.	<a href="#">Berge</a>	Brenna	Licensed Social Worker		
45.	<a href="#">Hochstetler</a>	Kayla	Licensed Certified Social Worker		
46.	<a href="#">Stocker</a>	Cynthia	Licensed Independent Clinical Social Worker	No	ID
47.	<a href="#">Patterson</a>	Alexandria	Licensed Social Worker	No	MN
48.	<a href="#">Jennen</a>	Alyssa	Licensed Social Worker	No	MN
49.	<a href="#">Erickson</a>	Justine	Licensed Certified Social Worker	No	
50.	<a href="#">Freeberg</a>	Erika	Licensed Social Worker	No	MN
51.	<a href="#">Bernal</a>	Tony	Licensed Social Worker		
52.	<a href="#">Solem</a>	Kayla	Licensed Social Worker	No	
53.	<a href="#">Dew</a>	Amber	Licensed Certified Social Worker	No	
54.	<a href="#">Poplick</a>	Heidii	Licensed Certified Social Worker	No	
55.	<a href="#">Baum</a>	Lindsey	Licensed Social Worker	No	

<b>LSW =</b>	<b>25</b>	<b>Initial License =</b>	<b>41</b>
<b>LCSW =</b>	<b>20</b>	<b>Upgrade =</b>	<b>14</b>
<b>LICSW =</b>	<b>10</b>	<b>Reciprocity =</b>	<b>8</b>

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**Total licensees as of February 1, 2017:**

<b>LSW =</b>	<b>1750</b>
<b>LCSW =</b>	<b>409</b>
<b>LICSW =</b>	<b>350</b>