

**NDBSWE MEETING MINUTES**  
**August 21, 2017**  
**Sakakawea Rm., State Capitol, 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, Dr. Jayne Hardy, and Rose-Anne Hovey.  
Others: Nikki Owings; Jacinda Simmons; Dave Schaibley, Legal Counsel; Dr. Rosalie Etherington- ND State Hospital; Mylynn Tufte- ND State Health Officer; Pam Sagness- ND Division of Behavioral Health Services.

***Introductions***

Dr. Jayne Hardy was introduced as a new consumer member of the Board.

***Minutes***

It was **moved and seconded** to approve the minutes for May 8, 2017. (Fontaine-Vonesh/Geroux/unanimous)

It was **moved and seconded** to approve the minutes for May 30, 2017. (Fontaine-Vonesh/Geroux/unanimous)

It was **moved and seconded** to approve the minutes for June 26, 2017. (Geroux/Fontaine-Vonesh/unanimous)

***Financial***

The Board reviewed the yearend report for the 2015-2017 budget cycle ending June 30, 2017. The main area of concern was the legal fee expense. This line item expense was over budget due to litigation and legislation.

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

***Audit Report***

New law allows the Board to complete an audit report format issued by the ND State Auditor's office versus a full financial audit from a licensed CPA. It was **moved and seconded** the Board will complete the new audit report format if the cost is less than the full financial audit it typically had done. (Germann/Hovey/unanimous)

***2017-2019 Budget***

It was **moved and seconded** to accept the budget as presented. (Geroux/Germann/unanimous)

***Social Work Scope of Practice***

The Board discussed the wishes of ND Department of Health and Human Services to allow LICSWs to perform clinical assessments and diagnoses of substance use disorders. Input was given by Dr. Etherington, ND State Hospital, Mylynn Tufte, ND State Health Officer, and Pam Sagness, ND Division of Behavioral Health Services.

***Complaints***

**Ritz/Buffington #2017-06** –It was **moved and seconded** there is reasonable basis to believe violations of N.D. Administrative Codes 75.5-02-06.1-01 (6) (a,b,c), 75.5-02-06.1-02 (5), 75.5-02-06.1-03 (2a), (3c), and 75.5-02-06.1-04 (6) occurred and the Board will proceed with disciplinary action; a settlement agreement will be offered of suspension of licensure during which time a 3 semester credit course either face-to-face or on-line regarding ethics from an educational institution accredited by the Higher Learning Commission must be completed earning a passing grade of a C or higher, these course hours are to be in addition to her regular licensure continuing education requirement and at her cost; upon completion of this course, Ms. Ritz is to discuss with the Board the knowledge that she gained and the Board will then consider a probationary license. (Fontaine- Vonesh/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)][**Legal Counsel**]

**Ritz/Magelky #2017-10** – It was **moved and seconded** there is reasonable basis to believe violations of N.D. Administrative Codes 75.5-02-06.1-01 (6) (a,b,c), 75.5-02-06.1-02 (5), 75.5-02-06.1-03 (2a), (3c), and 75.5-02-06.1-04 (6) occurred and the Board will proceed with disciplinary action; a settlement agreement will be offered of suspension of licensure during which time a 3 semester credit course either face-to-face or on-line regarding ethics from an educational institution accredited by the Higher Learning Commission must be completed earning a passing grade of a C or higher, these course hours are to be in addition to her regular licensure continuing education requirement and at her cost; upon completion of this course, Ms. Ritz is to discuss with the Board the knowledge that she gained and the Board will then consider a probationary license. (Fontaine- Vonesh/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)][**Legal Counsel**]

**Johnson/Stark #2017-09** – The Board confirmed the violation committed is of ND Administrative Code 75.5-02-06.1-03(5). [**Legal Counsel**]

**Harmon/Fontaine-Vonesh #2017-09** - It was **moved and seconded** there is reasonable basis to believe violations of N.D. Administrative Codes 75.5-02-06.1-01 (12) and 75.5-02-06.1-02 (1) occurred and the Board will proceed with disciplinary action; a settlement agreement will be offered of completion of 5 continuing education hours related to communication and documentation approved by either the Chair or Hovey in addition to the regular continuing education requirement, and at Ms. Harmon's expense.

(Geroux/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] **[Legal Counsel]**

**Wagner/Paul-Feist #2017-11** – The Board office will resend the complaint via certified, return receipt to Wagner for her response. **[Bd. Office]**

***Ethical Correspondence***

**Gerri Anderson** – The Board will send a letter of acknowledgement and reminder to be more careful in the future. **[Bd. Office]**

***Disciplinary Action Update***

**Ann Leuthard** - Suspension to 1-5-2019; 10 CE hrs. in ethics/boundaries with 0 submitted.

**Hannah Erickson** - 10 CE hrs. in ethics by 11-15-2017 with 0 submitted. The Board office will send her a reminder letter to submit her CE hours via certified mail. **[Bd. Office]**

**Amber Mutalipassi** - 10 CE hrs. in ethics by 11-15-2017 with 10 submitted. The Board office will send her a letter of completion of her disciplinary action. **[Bd. Office]**

**David Kosmatka** – Nieuwsma brought forward a news article from the Grand Forks Herald which mentions Kosmatka is currently involved in a federal lawsuit. The Board office will send Kosmatka a letter seeking information from him regarding this lawsuit. **[Bd. Office]**

**Jordan Herbel** - Probation to 4-12-2022; random drug screen reports. The Board office will send her a letter asking her to submit the name of the drug screen company she is using and a copy of the executed release of information she signed allowing the company to release information to the Board. **[Bd. Office]**

**Meagan Klefstad** - Attended 2 of 2 meetings; 10 CE hrs. in ethics by 9-13-2017 with 4.5 CE hours submitted.

**Tara Schaefer-Nygaard** – It was **moved and seconded** to leave the Board's proposed settlement agreement as is and have legal counsel present it to Schaefer-Nygaard and her attorney. (Fontaine-Vonesh/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] **[Legal Counsel]**

**Lynzie Schmid** - Attended of 2 meetings; 10 CE hrs. in ethics by 2-13-2018 with 0 submitted.

**Grand Forks County Child Protection Services** – The Board office will send a letter to the director of this agency and ask for information regarding a news article noting concerning actions on the part of this agency and its employee(s).

[Bd. Office]

***2014-2015 CE Audit***

**Amanda Carlson** – The Board office will send a letter to Ms. Carlson letting her know she missed the deadline to submit her proof of CE hours and the Board is turning this over to the ND Attorney General's Civil Litigation office to file a formal complaint. She will be instructed to submit the proof, if she has it, immediately.

[Bd. Office]

***New Legislation***

**Interim Legislative Health Services Committee/Sen. Lee Issues** – The Board has been invited to either of the next two committee meetings to present on what the Board has been working on to ease the licensure of individuals.

***Administrative Rules Amendment***

Rulemaking in response to SB 2033 – No rulemaking is required.

Rulemaking in response to SB 2041 – No rulemaking is required.

Geroux will work with the Board office to review current rules to see if anything needs amending. Nieuwsma will review the new laws and see if any rules amendments could be made regarding these new laws. [Geroux and Nieuwsma]

***Application for Initial Licensure***

**Sara Heidebrink** – It was **moved and seconded** to approve the application. (Geroux/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)]

[Bd. Office]

**Bailey Kitko** – The Board entered into Executive Session at 2:49 PM as per N.D.C.C. 43-41-04.2 consideration of license application. Present in the session were Nieuwsma, Fontaine-Vonesh, Geroux, Hardy, Germann, Hovey, and Schaibley. The session ended at 3:05 PM.

Nieuwsma and legal counsel will send a letter to Kitko regarding a discrepancy on her application.

[Nieuwsma and Legal Counsel]

***Application for Licensure by Reciprocity***

**Marie Fouquette** – It was **moved and seconded** to approve the application (Nieuwsma/Geroux/withdrawn)

The Board office will send her a letter regarding her expired license in Minnesota and ask her if she is currently practicing social work in Minnesota without a license.

[Bd. Office]

**Jacqueline Adams-Hove** – It was **moved and seconded** to approved the application. (Fontaine-Vonesh/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

***MSW Supervision Plans***

**Heidi Tupa** - It was **moved and seconded** to approve the supervision plan pending a letter from her LICSW supervisor that she is diagnosing. (Fontaine-Vonesh/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

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

**Brittany Schank** - It was **moved and seconded** to approve the supervision plan with and amended end date of July 2019. (Fontaine-Vonesh/Germann/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

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

**Shelly Schaefferkoetter** - It was **moved and seconded** to approve the supervision plan pending a letter from her LICSW supervisor that she is diagnosing and the content of her supervision meetings completed thus far. (Fontaine-Vonesh/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

**Kelsey Robinson** - 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), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

**Tricia Hopper** - It was **moved and seconded** to approve the supervision plan pending a letter from her LICSW supervisor that she is diagnosing and the content of her supervision meetings completed thus far, and in which state she is practicing. (Fontaine-Vonesh/Geroux/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

**Jeffrey Stine** - It was **moved and seconded** to approve the supervision plan pending a letter from his LICSW supervisor that he is diagnosing and the content of his supervision meetings completed thus far, and is he working full or part time. (Fontaine-Vonesh/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

**Erika Lake** – It was **moved and seconded** to approve the supervision plan pending a letter from her LICSW supervisor that she is diagnosing and the content of her supervision meetings completed thus far, and in which state she is practicing. (Fontaine-Vonesh/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)][**Bd. Office**]

**Jasmine Ottmar** - It was **moved and seconded** to approve the supervision plan pending a letter from her LICSW supervisor that she is diagnosing and the content of her supervision meetings completed thus far, and is she working full or part time. (Fontaine-Vonesh/Geroux/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] [**Bd. Office**]

**Sara Wiederholt** - It was **moved and seconded** to deny the supervision plan because there is no clinical social work or diagnosing. (Fontaine-Vonesh/Geroux/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] [**Bd. Office**]

**Leslie Limvere** - 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), Hardy (y), Nieuwsma (y)] [**Bd. Office**]

**Laura Waagen** - It was **moved and seconded** to approve the supervision plan pending a letter from her LICSW supervisor that she is diagnosing. (Fontaine-Vonesh/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] [**Bd. Office**]

**Jamie Sehrt** - It was **moved and seconded** to deny the supervision plan because there is no clinical social work or diagnosing. (Fontaine-Vonesh/Geroux/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)] [**Bd. Office**]

#### ***Licenses Issued 5/1/2017 to 7/31/2017***

The Board reviewed the list of licenses issued.

#### ***Election of Officers***

It was **moved and seconded** to have Nieuwsma remain as Chair and Fontaine-Vonesh remain as Vice Chair. (Germann/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)]

#### ***Other Business***

**ASWB Updates** – Nieuwsma will attend the fall conference in Atlanta, GA.

**Next Meeting** - Moved to November 7, 2017, 8:30 AM, State Capitol.

**David Frisch Request for Extension of CE Deadline** – It was **moved and seconded** to grant a 12-month extension, to December 31, 2018, of the CE deadline but he must submit his renewal application and fee by the December 31, 2017 deadline. (Nieuwsma/Fontaine-Vonesh/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Geroux (y), Hardy (y), Nieuwsma (y)]  
**[Bd. Office]**

***Adjournment***

The meeting was adjourned at 4:30 PM.

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Chair

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Date

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Secretary

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Date

**Licenses issued 5/1/2017 to 7/31/2017:**

	Last Name	First Name	License Level	Upgrade	Reciprocity
1.	<a href="#">Hoffarth</a>	Jacqueline	Licensed Certified Social Worker		
2.	<a href="#">Guffey</a>	Jenenne	Licensed Certified Social Worker	No	
3.	<a href="#">Hsieh</a>	Yi-Ping	Licensed Social Worker	No	
4.	<a href="#">Hutton</a>	Myste	Licensed Social Worker	No	
5.	<a href="#">Grove</a>	Chelsea	Licensed Social Worker	No	
6.	<a href="#">Friederichs</a>	Madison	Licensed Social Worker	No	MN
7.	<a href="#">Nygaard</a>	Mallory	Licensed Certified Social Worker	No	MN
8.	<a href="#">Naumova</a>	Lyubov	Licensed Social Worker	No	
9.	<a href="#">Anderson Sando</a>	Sarah	Licensed Independent Clinical Social Worker	Yes	
10.	<a href="#">Ryba</a>	Briana	Licensed Social Worker	No	
11.	<a href="#">Brown</a>	Stephanie	Licensed Social Worker	No	
12.	<a href="#">Grabar</a>	Caitlin	Licensed Social Worker	No	
13.	<a href="#">Neeland-Martinez</a>	Sequoia	Licensed Social Worker	No	
14.	<a href="#">Eidenschink</a>	Elizabeth	Licensed Social Worker	No	
15.	<a href="#">Twite</a>	Gabraelle	Licensed Social Worker	No	
16.	<a href="#">Lorenz</a>	Tara	Licensed Independent Clinical Social Worker	No	CA
17.	<a href="#">Bishop</a>	Samantha	Licensed Social Worker	No	
18.	<a href="#">Erhardt</a>	Timothy	Licensed Independent Clinical Social Worker		
19.	<a href="#">Peterson</a>	Donna	Licensed Independent Clinical Social Worker	Yes	NY
20.	<a href="#">Bossert</a>	Kira	Licensed Social Worker	No	
21.	<a href="#">Hawes</a>	Maddison	Licensed Social Worker	No	
22.	<a href="#">MORK</a>	DARLA	Licensed Independent Clinical Social Worker	Yes	
23.	<a href="#">Weisz</a>	Chislaine	Licensed Social Worker	No	
24.	<a href="#">Patterson</a>	Hannah-Ruth	Licensed Social Worker	No	
25.	<a href="#">Juhl</a>	Rachel	Licensed Social Worker	No	
26.	<a href="#">Burch</a>	Jill	Licensed Social Worker	No	
27.	<a href="#">Christianson</a>	Andrea	Licensed Certified Social Worker	Yes	
28.	<a href="#">Modlin</a>	Chelsea	Licensed Independent Clinical Social Worker	Yes	
<b>LSW =</b>		<b>18</b>	<b>Initial License =</b>	<b>24</b>	
<b>LCSW =</b>		<b>4</b>	<b>Upgrade =</b>	<b>7</b>	
<b>LICSW =</b>		<b>6</b>	<b>Reciprocity =</b>	<b>4</b>	

**Total licensees as of August 8, 2017:**

**LSW = 1791**  
**LCSW = 421**  
**LICSW = 366**