

**NDBSWE MEETING MINUTES
February 13, 2018
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 Baldwin, Dr. Jayne Hardy, and Rose-Anne Hovey.
Others: Nikki Owings; Jacinda Simmons; Dave Schaibley, Legal Counsel; and Rhonda Allery, Ramsey County Social Services.

Minutes

It was **moved and seconded** to approve the minutes for November 7, 2017 and December 12, 2017. (Baldwin/Hardy/unanimous)

Interim Legislative Health Services Committee

Senator Lee wants the Board to work with their stakeholders to submit a bill in the next session that all parties agree to. The Board should have a draft ready for the Senate committee meeting on April 10, 2018. The Board's stakeholders would be other mental health boards, universities, County Social Services, and ND Department of Human Services.

Legal Counsel will send the 2017 proposed amended bill to the Board for discussion at a special meeting within the next two weeks.

Nieuwsma will work with the Board office to list stakeholders and send out a letter inviting stakeholders to a meeting.

Administrative Rules Amendment

Tabled until law is amended.

Financial

The Board reviewed the report for the first 7 months of the two-year budget cycle. At this time, all revenue and expenses are in line with what is budgeted.

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

Financial Audit

The Board does not have enough internal control of their finances because of the small staff of the Board office. The Board receives this in every audit. No action required.

Continuing Education Approval

Hovey will get an estimate from ASWB for their continuing education services to be considered at the May meeting.

Complaints

Schaefer-Nygaard/Jones #2016-33 - It was **moved and seconded** to accept the terms of the settlement agreement as proposed by Schaefer-Nygaard's attorney. (Baldwin/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Legal Counsel]**

Johnson/Stark – It was **moved and seconded** to dismiss the complaint. (Baldwin/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Legal Counsel]**

Dahl/Buzard #2017-14 - It was **moved and seconded** to dismiss the complaint. (Baldwin/Hardy/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Legal Counsel]**

Knecht/Morrow #2017-15 - It was **moved and seconded** to dismiss the complaint with a letter suggest she complete 5 continuing education hours in areas of de-escalation of conflict and interpersonal relationships with clients and to attend one Board meeting with oral or written explanation about what she's learned from the continuing education by December 1, 2018. (Baldwin/Hovey/carried) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (n), Nieuwsma (y)] **[Legal Counsel]**

Yantzer/Ternes #2017-16 - It was **moved and seconded** to table complaint until the next meeting to review with the newest complaint filed against Yantzer. (Baldwin/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)]

The Board will send a letter to Bernadette Ternes requesting her job description and any additional job duties to determine if she might be practicing psychotherapy and diagnosing inappropriately. **[Bd. Office]**

Madler/Burckhard - It was **moved and seconded** to dismiss the complaint. (Baldwin/Fontaine-Vonesh/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Legal Counsel]**

Abrahamson/Huddleston – Board will send letter with copies of Facebook page, requesting her response. She is not a licensed social worker but is working at McKenzie County Social Services. **[Bd. Office]**

Lill/Bass – The Board requests more information from Laura Davison. More clarifying information will be requested of Lill as well. **[Bd. Office]**

Ethical Correspondence

Behavioral Health Division Letter Regarding Perry Smith – Send a letter of acknowledgment and that the Board will take no further action. [Bd. Office]

Baird Sundeen – No further action at this time.

More information will be requested from Sundeen and Kosmatka about new allegations in the jury trial demand. [Bd. Office]

Ashley Jahner – It was **moved and seconded** to initiate disciplinary action and offer a settlement agreement, based on violation of NDCC 43-41-03 and ND Code of Ethics 75.5-06.1-04(5) Misrepresentation. (Baldwin/Fontaine-Vonesh/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] [Legal Counsel]

John Fuher – It was **moved and seconded** to deny the application for renewal because it was submitted after the deadline. (Nieuwsma/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] [Legal Counsel]

The Board office will contact the Grand Forks County Social Services to get a copy of the CPS report. [Bd. Office]

Disciplinary Action Update

Ann Leuthard - It was **moved and seconded** to allow the Board chair to review her continuing education submissions. (Germann/Baldwin/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] [Bd. Office]

Jordan Herbel – She did not renew her license; no further action will be taken unless she submits an application for licensure.

Jane Johnson – Probation to 9/8/2018; attended 1 or 2 meetings; 10 CE hours in ethics/confidentiality with 0 submitted.

Linda Harmon – Probation to 9/14/2018; 5 CE hours in communication and documentation with 0 submitted.

2018-2019 License Renewal Applications

Linda Hankel – Board received information she is now deceased. Board will send letter of condolence and return her renewal fee check. [Bd. Office]

Valerie LaRocque - It was **moved and seconded** to send a letter requesting evidence and timeline of her husband's medical hardship; ask her how many CE she already has earned; give her until 12/31/2018 to earn remaining hours; and authority given to Nieuwsma to review the information to renew her license. (Baldwin/Fonatine-Vonesh/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey

(y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

Jessica Miller – She has submitted adequate information and her license will be renewed. **[Bd. Office]**

Cheryl Langei - It was **moved and seconded** to approve the application for license renewal pending receipt of her renewal application and fee.
(Baldwin/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y),
Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

2016-2017 Continuing Education Audit

Melissa Ketterl - It was **moved and seconded** to approve the January 2018 ethics course for the 2016-2017 CE period; she cannot use this course for the 2018-2019 CE cycle. (Baldwin/Fontaine-Vonesh/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

Linda Pagenkopf - It was **moved and seconded** to request proof of medical hardship and give authority to Nieuwsma to review and grant extension of CE deadline to December 31, 2018. (Baldwin/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

Patricia Hager - It was **moved and seconded** to grant an extension of the CE audit deadline to April 15, 2018. (Nieuwsma/Baldwin/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

Kristina Rice - It was **moved and seconded** to send a letter encouraging her to submit her audit information as soon as possible.
(Nieuwsma/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y),
Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

Application for Licensure by Reciprocity

Efia Miles – Request her job description, resume, and how many hours she has in supervision and clinical social work. Board chair can review and approve the license if all requirements are met. **[Bd. Office & Nieuwsma]**

Sharon O'Reilly – Her license has been reviewed and approved by Nieuwsma. **[Bd. Office]**

Jennifer Roofner - Request her job description, resume, and how many hours she has in supervision and clinical social work. Board chair can review and approve the license if all requirements are met. **[Bd. Office & Nieuwsma]**

Lisa Childers - Request her job description, resume, and how many hours she has in supervision and clinical social work. Board chair can review and approve the

license if all requirements are met.

[Bd. Office & Nieuwsma]

Application for Initial License

Sara Suda – Request Supervised Practice Report for more information on MN supervision hours; request more information on her sanctions in MN; and why she answered no to the question about being disciplined in another state on her renewal application. [Bd. Office]

Taylor Nelson-Granberry - Request her the evaluation and recommendations from her addiction counselor and if she has any other convictions the Board should be aware of. Board chair can review and approve the license if all requirements are met. [Bd. Office & Nieuwsma]

Alaina Ritchie - It was **moved and seconded** to grant the license with a settlement agreement of 2-year probation with no other violations and waive the right to a hearing. (Baldwin/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] [Legal Counsel & Bd. Office]

MSW Supervision Plans

Fontaine-Vonesh will review and approve plans if she has no concerns. Any plans that have concerns or questions will be brought to the Board.

Clare Mark – It was **moved and seconded** to deny the supervision plan because it is not clinical social work. (Fontaine-Vonesh/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] [Bd. Office]

Kristen Kaiser – Plan is incomplete.

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

Jennifer Pantzer – It was **moved and seconded** to approve the supervision plan with an extended end date to 2022. (Fontaine-Vonesh/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] [Bd. Office]

Ebonee Ronnigen – It was **moved and seconded** to approve the supervision plan for 30 hours per week. (Fontaine-Vonesh/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] [Bd. Office]

Tara Schafer-Nygaard – It was **moved and seconded** to approve the supervision plan. (Fontaine-Vonesh/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)]

[Bd. Office]

Ashley Peterson – It was **moved and seconded** to deny the supervision plan because it is not clinical social work. (Fontaine-Vonesh/Hovey/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] [Bd. Office]

Allison Bitz – Plan is incomplete.

Kelsey Thoreson – Plan is incomplete.

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

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

Licenses Issued 11/1/2017 to 1/31/2018

The Board reviewed the list of licenses issued.

Other Business

ASWB Updates – Nieuwsma will sit on two ASWB committees.

CE Providers – On the next agenda, the Board will review approved provider rules and procedures.

Next Meeting Date-	February 22, 2018	12:00 pm	Conference Call
	May 8, 2018	8:30 AM	State Capitol

Adjournment

The meeting was adjourned at 3:46 PM.

Chair

Date

Secretary

Date

Licenses issued 11/1/2017 to 1/24/2018:

	Last Name	First Name	License Level	Upgrade	Reciprocity
1.	Hutton	Helen	Licensed Certified Social Worker	Yes	
2.	Clifton	Kristi	Licensed Independent Clinical Social Worker	Yes	
3.	Braseth	Natasha	Licensed Independent Clinical Social Worker	Yes	
4.	Getz	Jennifer	Licensed Independent Clinical Social Worker	Yes	
5.	Mundahl	Nikki	Licensed Independent Clinical Social Worker		
6.	Spencer	Glenda	Licensed Independent Clinical Social Worker	Yes	
7.	Monette	Winonah	Licensed Independent Clinical Social Worker	Yes	
8.	Aanderud	Heather	Licensed Certified Social Worker	No	MN
9.	Suda	Sara	Licensed Independent Clinical Social Worker	Yes	
10.	Johnson	Falan	Licensed Certified Social Worker	Yes	
11.	Norton	Kayla	Licensed Certified Social Worker	Yes	
12.	Clarke	Alveria	Licensed Certified Social Worker	Yes	
13.	Arcoria	Alexandria	Licensed Social Worker	No	
14.	McGarry	Lynn	Licensed Certified Social Worker	No	
15.	Nasers	Jean	Licensed Social Worker	No	
16.	Berube	Shana	Licensed Social Worker	No	
17.	DeSmidt	Jenna	Licensed Certified Social Worker	No	
18.	Rott	Amy	Licensed Certified Social Worker	No	AL
19.	Hahn	Andrea	Licensed Social Worker	No	
20.	Fisher	Lisa	Licensed Certified Social Worker	No	
21.	Williams	Brittany	Licensed Certified Social Worker	No	IL
22.	Williams	Morgan	Licensed Certified Social Worker	No	IL
23.	Lusinger	Jennifer	Licensed Independent Clinical Social Worker	No	
24.	Tofte	Rachel	Licensed Social Worker	No	
25.	Rasmussen	Laura	Licensed Social Worker		MN

LSW =	6	Initial License =	15	LSW(ttl)=	1600
LCSW =	11	Upgrade =	10	LCSW(ttl)=	398
LICSW =	8	Reciprocity =	5	LICSW(ttl)=	356

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