

**NDBSWE MEETING MINUTES**  
**May 8, 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; and Dave Schaibley, Legal Counsel; Kara Knecht; Jane Johnson.

***Minutes***

It was **moved and seconded** to approve the minutes for February 13, 2018. (Fontaine-Vonesh/Hardy/unanimous)

***Financial Report***

Everything except the audit is in-line with the budget; audit was \$175 over budget. The revenue is at \$115,642.

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

***APT, Inc. Contract***

The current contract expired June 28, 2018. State procurement allows the Board to renew the contract with APT, Inc. up to four times.

It was **moved and seconded** to approve renewing the contract contingent on a review of the contract by Legal Counsel. (Nieuwsma/Fontaine-Vonesh/unanimous)

***Interim Legislative Health Services Committee***

The Board will meet on June 12, 2018, to discuss proposed legislation. Stakeholders will be invited to attend.

Senator Lee wants the Board to have a draft and testify at the next committee meeting on July 26, 2018, to see what legislators would be in support of the bill.

Baldwin will review the Law and Rules and put together a document for the meeting.  
[Baldwin]

Nieuwsma will work with the Board office on a list of stakeholders.

[Nieuwsma & Bd. Office]

**Complaints**

**Yantzer/Ternes #2017-16** - It was **moved and seconded** to send her a letter of informal discipline suggesting she review the Board's Law and Rules regarding confidentiality, complete 6 hours of continuing education in confidentiality in addition to the Board's regular CE requirements, and attend one of the next two Board meetings to explain what was learned regarding confidentiality. (Germann/Fontaine-Vonesh/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Legal Counsel]**

**Yantzer/Ternes #2018-03** - 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]**

**Lill/Bass #2018-02** - It was **moved and seconded** to dismiss the complaint. (Baldwin/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Legal Counsel]**

**Ethical Concerns Correspondence**

**Jennifer Abraham** - It was **moved and seconded** to send the information to the state's attorney. (Hardy/Nieuwsma/unanimous) **[Bd. Office]**

**Kosmatka/Sundeen Harmony House** – No further action or correspondence is needed.

**Ashley Jahner** – It was **moved and seconded** to amend the settlement agreement requirement to attend two meetings to a requirement to attend one meeting and keep the 1-year probation. (Baldwin/Germann/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Legal Counsel]**

**Perry Smith** - It was **moved and seconded** to forward the concerns to the ND Board of Addiction Counseling Examiners. (Baldwin/Hovey/unanimous) **[Bd. Office]**

**Devena First Rider** – The Board will wait for a response. If no response is received by the deadline noted in the first letter, a second letter will be sent by certified mail with restricted delivery and a returned receipt. **[Bd. Office]**

**Stutsman County Social Services** – A letter of acknowledgment will be sent saying the matter is closed. **[Bd. Office]**

**Bernadette Ternes** - It was **moved and seconded** to send a letter that the Board does not see anything where she is practicing outside of her scope and no further action will be taken. (Baldwin/Germann/unanimous) **[Bd. Office]**

**John Fuher** – It was **moved and seconded** that the Board will stand by the decision to

deny his application for license renewal because he did not present a medical hardship and did not attempt to seek help if he had trouble with the online license renewal application. (Nieuwsma/Baldwin/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Bd. Office]**

The Board office will table the ethical concerns regarding the DHS findings and appeal until the next meeting.

#### ***Disciplinary Action Update***

**Ann Leuthard** – She has met the 10-hour continuing education requirement. Her license is suspended until 12/21/2018.

**Jane Johnson** – Probation to 9/8/2018; attended 1 of 2 meetings; 10 CE hours in ethics/confidentiality with 3 submitted.

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

**Tara Schaefer-Nygaard** – 10 CE hours in ethics/boundaries/confidentiality with 0 submitted; due 4/4/2019.

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

**Kathleen Nelson** – Her CE was not audited but she admitted she did not complete the CE but did attest that she did on the renewal application. She is requesting for a refund of the renewal fee and no longer wishes to be renewed. The Board office will send a letter seeking clarification. **[Bd. Office]**

**Kelly Fox** - It was **moved and seconded** to offer a settlement agreement of a minimum 1-year probation and to complete the remaining 14 CE hours for 2016-2017 including 5 hours of ethics in addition to the current cycle's CE requirements, and to attend two Board meetings during the probation. (Baldwin/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Legal Counsel]**

#### ***2016-2017 Continuing Education Audit***

**Kristina Rice** - It was **moved and seconded** to send her an audit notice to her home and one to her work address by certified mail and restricted delivery with a returned receipt and request a letter from her doctor and to submit the CE within 20 days; if no response is received, then offer her a settlement agreement with minimum 1-year probation, continuing education for 2016-2017 in addition to the 30 hours for the current cycle and attend 2 Board meetings during probation period. (Baldwin/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)] **[Bd. Office & Legal Counsel]**

**Julie Rivenes** – It was **moved and seconded** to offer her a settlement agreement of minimum 1-year probation, submit 20 face-to-face CE hours as the self-study limit has been met, and attend 2 Board meetings during the probation period.

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

**Tracy Alin** - It was **moved and seconded** to offer her two settlement agreements: one to revoke her license, mail her license certificate back to the Board, and it will be reported to NPDB; another agreement of minimum 1-year probation, submit 30 CE hours, and attend 2 Board meetings during the probation period. (Baldwin/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)]  
**[Legal Counsel]**

**Lynette Rasmussen** – The Board office will inform her that the Board can only count CE which she has certificates for and to give her a deadline of June 11, 2018 to submit the remaining 9 hours.  
**[Bd. Office]**

**Suzi Stein-Bercier** - It was **moved and seconded** to offer a settlement agreement with a minimum of 1-year probation, complete 14 face-to-face hours of continuing education for 2016-2017 in addition to the current cycle required hours, attend 2 Board meetings during probation period, and that she cannot supervise any LICSW applicants during her probation period, and she must notify any current supervisees immediately with written proof of notification sent to the Board. (Baldwin/Nieuwsma/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)]  
**[Legal Counsel]**

**Christine Peterson** - It was **moved and seconded** to offer a settlement agreement with a minimum of 2-year probation, complete 22.5 hours of continuing education, including 2 hours in ethics, earned between the signed date of settlement agreement and November 30, 2018 in addition to the current cycle requirement, attend 2 Board meetings during probation period. (Baldwin/Hardy/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)]  
**[Legal Counsel]**

**Edith Christensen** – She signed the returned receipt to the third notice but has not submitted a response.

It was **moved and seconded** to offer a settlement agreement with a minimum of 1-year probation, complete 30 hours of continuing education for 2016-2017 in addition to the current cycle and attend 2 Board meetings during probation. (Baldwin/German/unanimous) [Roll call: Fontaine-Vonesh (y), Hovey (y), Germann (y), Baldwin (y), Hardy (y), Nieuwsma (y)]  
**[Legal Counsel]**

**Kenneth Donarski** – He signed the returned receipt to the third notice but has not submitted a response.

It was **moved and seconded** to offer a settlement agreement with a minimum of 1-year probation, complete 30 hours of continuing education for 2016-2017 in addition to the current cycle and attend 2 Board meetings during probation.

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

***Application for Licensure by Reciprocity***

**Reinaldo Rivera** – Legal counsel will review the application further.

**Carrie Burris** – Legal counsel will review the application further.

**Stephanie White** – Legal counsel will review the application further.

***Application for Initial License***

**Sara Suda** – The Board office will forward all her information to Baldwin for review. Tabled to next meeting.

**Melissa Johnston** - It was **moved and seconded** to grant the license and offer a settlement agreement of 1-year probation, during probation, licensee will abide by all laws and rules 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]**

***MSW Supervision Plans***

Fontaine-Vonesh reported that the new process of her approving plans has been working well.

***Criminal History Background Checks Process***

BCI now requires a policy manual of how background checks are handled. Board members that have not taken the training will not be able to be informed of what the background check contains until they complete the appropriate training. Board members should email Nieuwsma if they are interested in drafting the policy manual.

***Continuing Education***

**ASWB CE Approval Estimate** – The Board does not wish to proceed with this as it seems too burdensome to providers.

The CE Provider Application will be emailed to the Board and Legal Counsel. Legal counsel will review what authority the Board has to grant or deny providers.

**[Legal Counsel]**

**Self-study 10-hour limit** – A reconsideration of the 10-hour online limit would require an administrative rule change. Board will consider this when amending the rules.

**Jessica Seay – Yoga Teacher Training** – The course does not meet parameters of acceptable content based on the information she provided.

***Licenses Issued 2/1/2018 to 4/24/2018***

The Board reviewed the list of licenses issued.

**Other**

**ASWB Update** – Nieuwsma is working with ASWB to draft a training manual for schools regarding accreditation mandates to teach about licensure.

**VA Whistleblower** – Board will respond stating it has jurisdiction over licensee and whatever licensure laws are being violated. If this organization is aware of a licensee violating a law, it should notify the Board.

**PPD** – Fontaine-Vonesh will research if she can get a login to check for actions against supervisors and Baldwin would like one for complaints. **[Fontaine-Vonesh]**

**NASW New Code of Ethics** – The Board will consider with the next rules amendments.

<b>Next Meeting Date-</b> June 12, 2018	8:30 AM	Missouri River Rm., State Capitol
August 7, 2018	8:30 AM	Missouri River Rm., State Capitol

***Adjournment***

The meeting was adjourned at 2:27 PM.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

## Licenses issued 2/1/2018 to 4/24/2018:

	Last Name	First Name	License Level	Upgrade	Reciprocity
1.	<a href="#">Narloch</a>	Heather	Licensed Social Worker		MN
2.	<a href="#">Swenson</a>	Emily	Licensed Independent Clinical Social Worker	Yes	
3.	<a href="#">Collette</a>	Constance	Licensed Independent Clinical Social Worker	Yes	
4.	<a href="#">MORRIS</a>	APRIL	Licensed Certified Social Worker	Yes	
5.	<a href="#">Wurtz</a>	Jessica	Licensed Certified Social Worker		
6.	<a href="#">Klimpel</a>	Rhonda	Licensed Certified Social Worker	Yes	
7.	<a href="#">Cole</a>	James	Licensed Certified Social Worker	Yes	
8.	<a href="#">Jacobsen</a>	Kaitlyn	Licensed Certified Social Worker	Yes	
9.	<a href="#">Reller</a>	Stephanie	Licensed Social Worker		MN
10.	<a href="#">Hein</a>	Alaina	Licensed Certified Social Worker	No	
11.	<a href="#">Bechtel</a>	Amy	Licensed Social Worker	No	
12.	<a href="#">Kitko</a>	Bailey	Licensed Social Worker	No	
13.	<a href="#">Reil</a>	Amanda	Licensed Social Worker	No	
14.	<a href="#">Hopfauf</a>	Hailee	Licensed Social Worker	No	
15.	<a href="#">Haag</a>	Rachel	Licensed Certified Social Worker	No	
16.	<a href="#">Hill</a>	Heidee	Licensed Social Worker	No	
17.	<a href="#">O'Reilly</a>	Sharon	Licensed Independent Clinical Social Worker	No	FL
18.	<a href="#">Nelson-Granberry</a>	Taylor	Licensed Social Worker	No	
19.	<a href="#">Freeman</a>	Megan	Licensed Social Worker	No	
20.	<a href="#">Halliday</a>	Anna	Licensed Certified Social Worker		MN
21.	<a href="#">Blotsky</a>	Whitney	Licensed Social Worker	No	
22.	<a href="#">Olson</a>	Courtney	Licensed Certified Social Worker	No	
23.	<a href="#">Cossette</a>	Samantha	Licensed Social Worker		
24.	<a href="#">Madewell-Buesgens</a>	Sherie	Licensed Social Worker		
25.	<a href="#">Crouse</a>	Erna	Licensed Social Worker		
26.	<a href="#">Kadmas</a>	Alyssa	Licensed Social Worker		
27.	<a href="#">Walerius</a>	Jenelle	Licensed Social Worker		
28.	<a href="#">Hogness</a>	Marissa	Licensed Social Worker		
29.	<a href="#">Buzick</a>	Robert	Licensed Certified Social Worker		MN
30.	<a href="#">Bonham</a>	Tara	Licensed Certified Social Worker		
31.	<a href="#">Roofner</a>	Jennifer	Licensed Independent Clinical Social Worker		NC
32.	<a href="#">Thompson</a>	Maren	Licensed Social Worker		MN
33.	<a href="#">Thompson</a>	Jarrea	Licensed Social Worker		
34.	<a href="#">Globke</a>	Coleen	Licensed Certified Social Worker		SD
35.	<a href="#">Hausauer</a>	Melissa	Licensed Social Worker		

LSW = 19

LCSW = 12

LICSW = 4

Initial License = 21

Upgrade = 6

Reciprocity = 8

LSW(ttl)= 1619

LCSW(ttl)= 406

LICSW(ttl)= 361

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