

**NDBSWE MEETING MINUTES
May 14, 2019
Regular Board Meeting
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, Cory Pedersen, Nichole Fontaine-Vonesh, and Rhonda Allery.
Others: Jacinda Simmons; Dave Schaibley, Legal Counsel; Leo Wilken, Attorney for Andrew Quinn; Caranlee Barkdull, UND;

Absent

Jayne Hardy; LCSW vacant position.

Minutes

It was **moved and seconded** to approve the minutes for February 12, 2019. (Fontaine-Vonesh/Pedersen/carried) [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

It was **moved and seconded** to approve the minutes for March 19, 2019. (Fontaine-Vonesh/Pedersen/carried) [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

Financial Report

Everything is in-line with the budget.

It was **moved and seconded** to approve the financial report. (Fontaine-Vonesh/Pedersen/carried) [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

Complaints

Quinn #2019-01 – It was **moved and seconded** to revoke his license. (Nieuwsma/Fontaine-Vonesh/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Legal Counsel]**

Quinn #2019-02 – It was **moved and seconded** to revoke his license. (Nieuwsma/Fontaine-Vonesh/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Legal Counsel]**

Leo Wilken, Quinn’s attorney, did speak to request a lesser penalty and to inform the Board that Quinn was resigning from UND the next day.

Caranlee Barkdull, instructor at UND and one of the complainants, spoke that Quinn has been given second chances in the past.

The Board stood by their motion. Legal counsel will work on a settlement agreement with the violations Nieuwsma presented.

Fuher #2018-12 - It was **moved and seconded** to dismiss the complaint.
(Allery/Pedersen/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y),
Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Legal Counsel]**

Tangen #2018-16 - It was **moved and seconded** to dismiss the complaint with a letter of concern. (Fontaine-Vonesh/Pedersen/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Legal Counsel]**

Stark #2019-03 - It was **moved and seconded** to send out standard response request letter. (Allery/Pedersen/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

Olson #2019-04 – It was **moved and seconded** to send out standard response request letter. (Allery/Pedersen/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

Monette #2018-05 - It was **moved and seconded** to dismiss the complaint.
(Allery/Nieuwsma/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y),
Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Legal Counsel]**

Wallace #2019-06 - It was **moved and seconded** to dismiss the complaint.
(Pedersen/Fontaine-Vonesh/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y),
Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Legal Counsel]**

Ethical Concern Correspondence/Inquiries

White – The Board doesn't have authority to issue option letters.

It was **moved and seconded** to take no action on the letter. (Allery/failed motion)

It was **moved and seconded** to send a letter to White asking if she is diagnosing in the state based on her credentials as she does not have an LICSW, send same letter to Cowger, and with a request to both to send more information if they have any.
(Pedersen/Fontaine-Vonesh/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y),
Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Legal Counsel]**

Legal counsel will write the letter and send it to the Board office for mailing.

Heinen – The Board will send a letter thanking her for the self-report. **[Bd. Office]**

Fischer – It was **moved and seconded** to send a letter thanking licensee for self-reporting and to use more caution next time. (Nieuwsma/Pedersen/carried) [Roll call:

Nieuwsma (y), Fontaine-Vonesh (y), Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

Disciplinary Action Update

Linda Harmon - Probation to 9-14-2018; 5 CE hrs. in communication and documentation with 0 submitted.

Julie Rivenes - Probation to 7-3-2019; attended 0 of 2 meetings; 20 face-to-face CE hrs. with 0 submitted.

Kelly Fox - Probation to 6-26-2019; attended 2 of 2 meetings; 14 CE hrs. of which 5 must be ethics, with 14 submitted.

It was **moved and seconded** to send a letter that settlement agreement is lifted if the 5 ethics hours were submitted and he's had no other violations. (Pedersen/Allery/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

Melissa Johnston - It was **moved and seconded** to dismiss probation on 6/26/2019 if she's had no other violations. (Allery/Pedersen/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

Ashley Jahner - It was **moved and seconded** to dismiss probation on 7/12/2019, if she's had no other violations. (Allery/Pedersen/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

Christine Petersen - Probation to 7-12-2020; attended 0 of 2 meetings; 22.5 hours with 2 in ethics with 22.5 submitted.

2016-2017 CE Audit

Lynette Rasmusson – Update on status of agreement – Her license will expire 12/31/2019 and she is not currently practicing social work. Legal counsel will follow-up.

Kenneth Donarski – Update on status of agreement – His license will expire 12/31/2019 and he is not currently practicing social work. Legal counsel will follow-up.

Edith Christensen – Update on status of agreement – Her license will expire 12/31/2019 and she is not currently practicing social work. Legal counsel will follow-up.

2018-2019 License Renewal Application

Kathleen Nelson – Legal counsel will follow-up.

Application for Initial Licensure

Kristal Odden – The Board does not have statutory authority to grant her request to refund the licensure fees. The application information clearly states the requirements for licensure. Legal counsel will work the Board office to send letter denying her request. **[Legal Counsel & Bd. Office]**

Application for Licensure by Reciprocity

Compson (LCSW – MN) - It was **moved and seconded** to request her to send copies of any petitions she made to MN to have her stipulations lifted and to request information from MN she has completed the terms of the settlement agreement.
(Allery/Pedersen/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

Legislative Wrap-up and Administrative Rules

The Board's bill passed in the session. The Board has 9 months from 8/1/2019 to create Administrative Rules. The drafted rules should be ready for the Administrative Rules committee at their meeting in March 2020. The Board will also need to draft rules regarding the new laws for military spouse bill.

Legal counsel said the Board should not rush the process and can get an extension if necessary.

Nieuwsma recommends the Board seek out ASWB and NASW for assistance in drafting the rules. She will contact Dale Atkinson with FARB for more information.

Board did draft Code of Ethics 3 years ago but did not go through the Administrative Rules process. The draft and notes are available in the Board office. NASW will send a copy of the current Code of Ethics.

2020-2021 License Renewal

Thorson Request - It was **moved and seconded** to send a letter that she can do all 30 hours online if she submits a letter from her provider that states a recommendation for accommodations to complete all continuing education hours online.
(Allery/Pedersen/carried) [Roll call: Nieuwsma (y), Fontaine-Vonesh (y), Allery (y), Pedersen (y)] [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

Legal Counsel states allowing her to do all CE hours online is in violation of the Board's law. Her request and letter from her provider must come back to a Board meeting for discussion.

Process – The Board will continue to have paper renewal forms available online and for the Board office to send out. Add a notation to the renewal notice that next renewal will be paperless, and the paper renewal form will no longer be available.

Legal Counsel will send the attestation to make sure it's added to the online and paper renewal form.

The Board will continue to print and mail out license certificates.

Board Operations

ASWB or Hire Part-time Employee – Nieuwsma reviewed the Board Operations document with the Board. She doesn't know if using ASWB would work out, but they could be a great asset to an employee. She recommends the Board hire an employee instead of having ASWB do it. Legal Counsel states the Board will have to do procurement if the salary is over \$25,000 per year.

Complaint Log – Pedersen will come to the Board office to work on developing a complaint log. **[Pedersen]**

Conference Call Phone Number – Legal counsel states that the Board should not have the public or organizations call in on the conference call line as the Board cannot determine that they are no longer on the call in cases of executive session.

Allery will contact the Board office to discuss the conference call number and other options. **[Allery]**

Review of Continuing Education Processes

Pedersen will review continuing education requests until more Board members are appointed. **[Pedersen]**

MSW Supervision Plans

Review of Approved Plans – The Board reviewed the list of approved plans.

James Cole Plan – Already discussed at February meeting.

Letter Template for Social Work – Pedersen will review with the Board office. He will also review the supervision plan form from Minnesota and revise the current supervision plan form with the Board office. **[Pedersen]**

Discussion of Reviewer of Plans – Pedersen will now review all supervision plans. **[Pedersen]**

Licenses Issued February 1, 2019 to April 30, 2019

The Board reviewed the list of licenses issued.

Election of Officers

The Board will elect a Chair and Vice Chair at the next meeting when new Board members are appointed.

Other

ASWB Updates – No one can attend the ASWB meeting.

Next Meeting Dates

July 9, 2019	12:00 PM	Conference Call & Board Office
August 13, 2019	8:30 AM	Sakakawea Rm., State Capitol
November 12, 2019	8:30 AM	Sakakawea Rm., State Capitol

Application Review – Nieuwsma will continue to review license application past June 30th. Since she will no longer be a Board member, she can only make a recommendation to a Board member.

It was **moved and seconded** for Nieuwsma to email her recommendation to Allery who will contact the Board office with decision. (Pedersen/Fontaine-Vonesh/carried) [Hardy absent] [Vacant LCSW position] **[Bd. Office]**

Adjournment

The meeting was adjourned at 12:28 PM.

Chair

Date

Secretary

Date

Licenses issued 2/1/2019 to 4/30/2019:

	Last Name	First Name	License Level	Upgrade Reciprocity
1.	ROBINSON	LEANNE	Licensed Social Worker	
2.	Hoidahl	Tawnia	Licensed Certified Social Worker	MN
3.	Mestery	Stephanie	Licensed Independent Clinical Social Worker	Yes
4.	Mattheis	Heather	Licensed Independent Clinical Social Worker	Yes
5.	Heyen	Kali	Licensed Certified Social Worker	Yes
6.	LIMVERE	LESLIE	Licensed Independent Clinical Social Worker	Yes
7.	Hill	Lamar	Licensed Independent Clinical Social Worker	MN
8.	Scholl	Jeffery	Licensed Certified Social Worker	Yes
9.	Tupa	Heidi	Licensed Independent Clinical Social Worker	Yes
10.	Rakow	Caitlin	Licensed Certified Social Worker	No
11.	Call	Heather	Licensed Certified Social Worker	Yes
12.	Heiser	Jana	Licensed Certified Social Worker	Yes
13.	Krueger	Lindsey	Licensed Independent Clinical Social Worker	Yes
14.	Coronato	Kayla	Licensed Social Worker	No
15.	Moore	Marlana	Licensed Social Worker	
16.	Freitag	Nicholas	Licensed Social Worker	
17.	Eagleman Jr.	Ronald	Licensed Certified Social Worker	
18.	Klein	Laney	Licensed Social Worker	
19.	Imhoff	Brianna	Licensed Social Worker	
20.	Moser	Leah	Licensed Social Worker	
21.	Rohrich	Tara	Licensed Social Worker	
22.	Beito	Brooklyn	Licensed Social Worker	
23.	Swanson	Madeline	Licensed Social Worker	
24.	Christianson	Callie	Licensed Certified Social Worker	
25.	Hobbs	Selena	Licensed Social Worker	
26.	Leaders	Diane	Licensed Social Worker	MN
27.	Montgomery	Courtney	Licensed Social Worker	
28.	Freitas	Kayla	Licensed Social Worker	
29.	Cummings	Gabrielle	Licensed Social Worker	
30.	Jacob	Kelly	Licensed Certified Social Worker	
31.	Striegel	Christina	Licensed Certified Social Worker	
32.	Harrower	Brenna	Licensed Social Worker	
33.	Muscha	Josephine	Licensed Social Worker	
34.	Meyer	Elizabeth	Licensed Social Worker	
35.	Stenberg	Melissa	Licensed Social Worker	
36.	Schulz	Alexandra	Licensed Social Worker	
37.	Bell	Bianca	Licensed Certified Social Worker	
38.	Krieg	Zachary	Licensed Social Worker	
39.	Elhard	Andria	Licensed Social Worker	
40.	Estenson	Alexandra	Licensed Social Worker	MN
41.	Genzlinger	Jacklyn	Licensed Certified Social Worker	SD
42.	Towsley	Cassandra	Licensed Certified Social Worker	PA
43.	Spreeman	Chelsea	Licensed Social Worker	MN
44.	Plumski	Samantha	Licensed Independent Clinical Social Worker	MN

LSW = 24

Initial License = 27

LSW(ttl)= 1703

LCSW =	13	Upgrade =	9	LCSW(ttl)=	420
LICSW =	7	Reciprocity =	8	LICSW(ttl)=	392

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MSW Supervision Plans Approved 2/1/2019 to 4/30/2019:

- Stephanie Mestery
- Kayla Norton
- Chasity Davidson
- Miranda Lambert
- Jeffrey Stine
- Heather Call
- Andrea Dockendorf
- Joseph Butler