

MEETING MINUTES

Regular Meeting

ND Board of Social Work Examiners

November 28, 2022

6:30 pm

Board Attendees: Holly Hammarsten, Cory Pedersen, Rebecca Stutz, Melissa Waind, Lacey Corneliusen, Rhonda Allery. Absent: Jennifer Boeckel

Other Attendees: Lisa Feldner, Terry Effertz, Kayla Effertz Kleven, Dave Schaibley, Kristin Rubbelke

I. Call to Order - 6:27 pm

II. Minutes - Chair

A. September 28, 2022 (special board meeting) - Pedersen moved to approve the minutes, Hammarsten seconded, unanimous approval of those present. (Boeckel absent)

III. Operations Update:

Feldner gave an update of the processing and current license statistics, including the fact that LBSW and LMSW caught up. Provider approvals are caught up and quarterly renewals for providers have been sent.

A. Licenses Processed & Pending Statistics

- 1. LBSW - 1569 active
- 2. LMSW - 445 active
- 3. LCSW - 630 active
- 4. 96 licenses processed since the 9/28/22 meeting

B. Meeting dates - Effertz Kleven gave an update on the doodle poll that was sent regarding the board meetings. A discussion was held about having a shorter monthly meeting and a once-per-quarter longer meeting that allows for flexibility in scheduling. The Board liked that idea and the following meeting dates and times were set:

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|----------------|--------------------|-------------------|----------------|
| Jan 30 - 6-7pm | Feb - 21 - 6-7pm | Mar 14 - 830a-12n | Apr 24 - 6-7pm |
| May 22 - 6-7pm | Jun 13 - 830am-12n | Jul 24 - 6-7pm | Aug 28 - 6pm |

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| Sept - 12 - 830a-12n | Oct 30 - 6-7pm | Nov 27 - 6-7pm | Dec 12 - 830a-12n |
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- IV. Ratification of Licensees (see below) - There was no discussion on the licenses. Pedersen moved to ratify the license, Corneliusen was the second; Unanimously approved (Boeckel absent).
- V. Process
- A. Form Revisions & Updates - Feldner advised that there are some dead links on the websites, which we are collecting to ask Big Picture to update all at once. Advised that reciprocity applications now require resumes. The plan is to compile all the changes and have the new document available to approve all at one time. Feldner advised all paper applications were removed from the site.
 - B. Supervision Plans - Corneliusen advised that she would like a subcommittee to look at supervision plan design. Corneliusen is compiling forms to bring a better idea to the Board. Schaibley advised that Corneliusen can do it on her own, she can call anyone she wants outside of the Board for input; if she forms a subcommittee of the board, she would need to follow open records. The board liked the idea of having outside input and will let Corneliusen do her own research and call upon supervisors in the field to provide input. Corneliusen hopes to have things ready to present at the next quarterly meeting in March.
 - C. Complaints process - Schaibley gave an overview of the complaints process and answered questions regarding the flow and procedure. The Board determined that Stutz, Boeckel, and Waind are the board members taking complaints and touched on access issues. Schaibley advised the difference between Complaints and Discipline and advised that it would be in the Board's best interest to create a different folder for those items that have become open records. Schaibley will share with the Board administration which licensees folders need to move. Allery shared her experience with how the process and investigation works.
- VI. Discipline
- A. Jamie Boe - Schaibley advised there was a settlement agreement in place for this licensee signed in 2021. Schaibley explained the settlement agreement and what terms he needed to follow. Hammarsten made a motion to lift the probation as of Dec 13, providing no additional complaints are filed on the individual. Allery seconded the motion, unanimously passed (Boeckel absent).
- VII. Policy Discussion
- A. Name Only Record Check - Feldner advised there is an applicant who has fingerprints that are not processable by BCI. Allery made a motion and

Corneliusen seconded to formalize the policy that a name only search will be done when fingerprints are low-quality or unavailable. Passed unanimously (Boeckel absent).

B. Disciplinary Actions posting - The board discussed whether they should have the disciplinary actions on the website and for how long. They decided to keep them on the website for 3 years. Moved by Allery, seconded by Hammarsten, unanimously approved (Boeckel absent).

C. License Reinstatement Policy - The Board discussed what policies should be in place for license reinstatement. The existing policy requires testing and initial application if lapsed, and this was reaffirmed as the policy they would like to use.

D. ASWB Testing

1. ASWB - CSWE Proposal - Guest Kristen Rubbelke explained that CSWE is asking state boards to reconsider the use of the ASWB standardized test as a requirement for licensure and instead use schooling and supervised hours. The Board noted there will likely be issues with reciprocity issues when this happens. This topic was suggested to be moved to the January meeting

VIII. The Board will move the remainder of the agenda and pending complaints to a December 19 special meeting at 6 pm.

IX. The meeting was adjourned at 8:12 pm.

Ratification of licensees:

| Last Name | First Name | License Request | Type | State |
|--------------|------------|-----------------|-------------|-------|
| Allen | Jasmine | LMSW | Reciprocity | TX |
| Appiah | Rosina | LMSW | New | ND |
| Asburry | Michaela | LMSW | New | ND |
| Biederstedt | Talia | LCSW | Upgrade | ND |
| Bitzan | Autum | LBSW | New | ND |
| Burss | Jamie | LBSW | New | ND |
| Carradine | Nicole | LMSW | New | ND |
| Christianson | Courtney | LCSW | Upgrade | ND |
| Church | Teresa | LMSW | New | ND |
| Cole | Rita | LMSW | Reciprocity | LA |

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|-----------------|-----------|------|-------------|--------|
| Demke | Alisa | LMSW | New | ND |
| Diede | Rhonda | LBSW | New | ND |
| Doll | Racquel | LBSW | New | ND |
| Driver | Lisa | LCSW | Reciprocity | NC |
| Fettig | Lindsey | LBSW | New | ND |
| Fontaine-Vonish | Nichole | LCSW | Upgrade | ND |
| Goldade | Tammy | LBSW | Reciprocity | SD |
| Grandpre | Brian | LCSW | Reciprocity | MN, SD |
| Hamilton | Cindy | LCSW | Reciprocity | WY |
| Hastings | Morgan | LBSW | Reciprocity | MN |
| Helfrich | Skylar | LBSW | New | ND |
| Helfrich | Tara | LMSW | Upgrade | ND |
| Herold | Jessica | LMSW | Upgrade | ND |
| Hogness | Marissa | LMSW | Upgrade | ND |
| Huffstetler | Sarah | LMSW | Reciprocity | SC |
| Huwe | Brandee | LMSW | Upgrade | ND |
| Jackson | Alicia | LCSW | Reciprocity | TX, LA |
| Jastermsky | Peter | LCSW | Reciprocity | CA |
| Johnson | Hayle | LBSW | Reciprocity | MN |
| Jones | Curtis | LCSW | Reciprocity | MS, AL |
| Jung | Rebecca | LMSW | Reciprocity | SD |
| Kotzbacher | Mara | LBSW | New | ND |
| Ladouceur | Sabrienna | LBSW | New | ND |
| Laffitte | Brittany | LCSW | Reciprocity | CO, FL |
| Lambert | Miranda | LCSW | Upgrade | ND |
| Larsen | Elizabeth | LBSW | New | ND |
| Lindaman | Jordyn | LMSW | Reciprocity | MN |
| Magers | Michelle | LCSW | Reciprocity | WA, OR |
| Marsh | Larissa | LCSW | Upgrade | ND |
| Martin | Adelheid | LBSW | Reciprocity | MN |
| McDanold | Jessica | LCSW | Reciprocity | MT |
| Morse | Jessica | LMSW | New | ND |
| Mutalipassi | Amber | LCSW | Upgrade | MN |
| Ohlson | Rebecca | LMSW | Reciprocity | NY |

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| Pangelinan | Sarah | LCSW | Upgrade | ND |
| Paschke | Elijah | LBSW | New | ND |
| Pearson | Taylor | LMSW | Upgrade | ND |
| Pechan | Jessica | LCSW | Reciprocity | OH |
| Peterson | Sarah | LBSW | Reciprocity | MN |
| Ransom-Soper | Crysta | LCSW | Reciprocity | MI |
| Raring | Gretchen | LCSW | Reciprocity | NJ, FL |
| Redman | Courtney | LMSW | New | ND |
| Ritter Reinert | Rose | LMSW | Reciprocity | MN |
| Sanchez | Zoraida | LCSW | Reciprocity | Many including MN |
| Schmidt | Josie | LCSW | Upgrade | ND, NM |
| Selfridge | Alicia | LCSW | Reciprocity | WY |
| Shepard | Laura | LCSW | Reciprocity | NC |
| Stensland | Allison | LMSW | <u>Upgrade</u> | ND |
| Thomas | Hannah | LBSW | New | ND |
| Towne | Melanie | LMSW | Reciprocity | WA |
| Vormestrand | Maria | LBSW | New | ND |
| Wexler | Megan | LCSW | Reciprocity | MA, IA, NE, SD |
| Williams | Tiffanie | LCSW | Reciprocity | FL |
| Williams | Asandria | LCSW | Reciprocity | LA |
| Wood | Keisha | LCSW | Reciprocity | AR |

Chat Log from KEK:

They did not get to Rhonda

This would also apply for someone without fingers

Fingerprints wear off as we get older

I am quite sure BCI asked us to approve a Name only and we hadn't heard of that process to date

My assumption is that with a new AG there may have been a double check of process

The issue is that the records retention policy is different than 3 years

The likeliness of 3 years was that is when everything is digitized

What would the board like to have as an appropriate amount of time website

Just a check on what the board would like to do

That's the problem exactly

In addition to the records not being purged for YEARS—back to the 70s so we have a lot of clean up to do and want to be consistent with the clean up of the website as well

What is the timeframe the board would like—really open to whatever
<https://apps.nd.gov/itd/recmgmt/rm/recSer/search/results>
A new policy that is floating around states
I will find and send again