

Regular Meeting
ND Board of Social Work Examiners
Meeting Minutes
Zoom
October 30, 2023
6:00 pm

This meeting occurred through remote means by use of Zoom.

- I. Call to Order -
 - Boeckel called the meeting to order at 6:00 pm.
 - Attendees: Jennifer Boeckel , Lacey Corneliusen, Rebecca Stutz, Cory Pederson, Matt Menge, Rhonda Allery, Melissa Waind, Kayla Effertz Kleven, Lisa Feldner, Bert Cline.
 - Absent: Holly Hammarsten
- II. Consent Agenda
 - A. Minutes - Chair
 1. [September 6, 2023](#) special meeting - It was moved and seconded to approve the minutes. Motion approved.
 - B. Ratification of Licensees (see below) Moved and seconded to approve the licensees on the agenda. Motion approved.
 - C. Complaint Dismissals (2023-10, 2023-16, 2023-19, 2023-20)
 1. Moved and seconded to dismiss 2023-10. Approved.
 2. Moved and seconded to dismiss 2023-16. Approved.
 3. Moved and seconded to dismiss 2023-19. Approved.
 4. Moved and seconded to dismiss 2023-20. Approved.
- III. Policy Discussion
 - A. Administrative rules revisions
 1. Exam alternatives - Jennifer suggested that this will require some work to create these rules and guidelines. She also talked about the need to come up with recommendations for the compact. We will need that in January for the next legislative meeting. The office will send out the assignment for the compact: the most recent information, the questions that the legislators want to know, and information on the exam.
 2. Fees
 - a) Reciprocity application fee - Moved and seconded to raise the reciprocity application fees to \$150 with an effective date of December 31, 2023. Motion carried.

- B. Legislative social work study - update. The Labor Commissioner is tasked with doing a study and has sent out a letter indicating that he will be meeting with us in March to explain the operations of NDBSWE.
- C. Policy manual - Lacey gave an update on the policy manual. She is going to give the draft to Bert for formatting. The scope of work includes a policy manual as well processes and procedures
- IV. Complaints, applications, and criminal history records discussion: These issues will be discussed in executive session. The laws that allow this executive session are NDCC 12-60 -24 and NDCC 43-41-04.2. Language for executive session. (Attended by Boeckel, Corneliusen, Menge, Feldner, Cline, Waind, Pederson, Allery, Stutz) Began at 6:30 and ended at 7:32 pm.
- V. Operations
 - A. Phone coverage: Kayla provided an update on the phone coverage as well as renewal issues. Rhonda reported that there is no “success” button on the renewal application so people don’t know if their application went through or not. Melissa suggested that the board could require the applicants to cover the processing fees. Moved and seconded to charge the processing fee beginning December 1, 2023 for credit card transactions based on the credit cards. Motion carried.
 - B. New staff: Bert Cline and Laura Helbling.
 - C. Legislative update - covered above.
- VI. College/University accreditation from MSUM and National Louis University - hold any applications until their accreditation comes through.
- VII. Renewals- At what point do we stop charging for renewals for new applications and reciprocity. Tabled to the next meeting.
- VIII. Meeting times for 2024: Change meetings to 6 one hour meetings for ratification and complaints on Wednesdays at noon in February, April, June, August, October, December. 6 in person meetings for 4 hours each from 8-1 am. January, March, May, July, September, November. Lisa will send out a Doodle poll for the 4 hour meetings.
- IX. LCSW
 - A. Interns count as a group. There should be no more than 7 in a group.

Ratification

LAST NAME	FIRST NAME	LIC. REQUEST	TYPE	STATE
Anhorn	Ashten	LBSW	Initial	North Dakota
Atkinson	Jessica	LBSW	Initial	North Dakota
Benz	Kennedy	LBSW	Initial	North Dakota
Bohan	Laura	LCSW	Upgrade	North Dakota
Boxrud	Heather	LMSW	Initial	North Dakota
Candey	Kaylob	LCSW	Reciprocity	TX

Carlson	Shannon	LMSW	Initial	North Dakota
Celikoyar	Melodi	LCSW	Reciprocity	NY, NC
Dew	Amber	LCSW	Reciprocity	MN
Dubin	Lisa	LCSW	Reciprocity	NV
Frey	Rebecca	LCSW	Reciprocity	FL
Gaalswyk	Kimberly	LBSW	Initial	North Dakota
Gross	Johanna	LMSW	Initial	North Dakota
Hanlon	Danielle	LBSW	Initial	North Dakota
Johnson	Carol	LCSW	Reciprocity	MN
Johnson	Jessica	LBSW	Initial	North Dakota
Joritz	Brooke	LMSW	Upgrade	North Dakota
LaRocque	Alexis	LMSW	Initial	North Dakota
Maesse	Tracy	LMSW	Initial	North Dakota
Maire	Haley	LCSW	Reciprocity	UT, ID, GA, WA, MO, IA
Meyer	Elizabeth	LCSW	Upgrade	North Dakota
Myers	Johnette	LCSW	Reciprocity	SC
Odhiambo	Tessie	LMSW	Initial	North Dakota
Portier	Sephora	LCSW	Reciprocity	FL
Sandberg	Jennifer	LBSW	Initial	North Dakota
Schell	Mandy	LBSW	Initial	North Dakota
Scherr	Miranda	LBSW	Initial	North Dakota
Schindler	Madison	LMSW	Initial	North Dakota
Schmit	Elizabeth	LCSW	Reciprocity	MN
Severson	Lisa	LCSW	Upgrade	North Dakota
Spradling	Channing	LCSW	Reciprocity	WY
Steele	Teresa	LMSW	Upgrade	North Dakota
Stoutland	Elizabeth	LMSW	Upgrade	North Dakota
Townsel	Casandra	LCSW	Reciprocity	IL
Wright-Burtch	Jodi	LMSW	Upgrade	North Dakota