

## MEETING MINUTES

Monthly Meeting Minutes - Virtual  
ND Board of Social Work Examiners  
January 28, 2026  
12:00 PM

Attendees: Lisa Feldner, Lance Effertz, Terry Effertz, Jesse Hauser, Matt Menge, Katie Kruckenberg, Shawn Meier, Taylor Roddie, Natalie Anderson, Lacey Corneliusen, Courtney Christenson

Board Members: Jennifer Boeckel, Melissa Waind, Chelsea Flory, Kyleigh Pfau, Brady Yoder

- I. Call to Order 12:07 PM
- II. Consent Agenda - Member Waind motioned to approve 12/17/2025 minutes and ratification of licenses. Member Yoder seconded. All in favor, motion carried.
  - A. Meeting Minutes December 17, 2025
  - B. Ratification of Licenses
- III. Board Administration Update - Board Administrator Terry Effertz presented an update on administrative performance concerns. Following the last board meeting, several board members and the Attorney General's office raised concerns about administrative performance. Investigation revealed issues broader than initially understood: A significant backlog of work, unprocessed physical paperwork, numerous unread and unaddressed emails, impeded workflows. Board Admin prompt corrective action: Immediate staffing change, assessment of scope and operational risk, working towards stabilization plan, enhanced oversight structures.
  - A. Staffing Update - Short-term staffing plan to maintain continuity and address backlog: Former staff with board operations knowledge, Lisa Feldner, engaged temporarily. Jesse Hauser assigned to assist. Terry and Lance will dedicate additional hours. Communications may be sent outside of traditional working hours. Responding to Member Waind's inquiry, Terry confirmed no additional funds will be requested from the board.
  - B. Operational Next Steps - Sorting and inventorying physical files, reviewing all pending applications online, processing complaints and correspondence in order received, re-establishing consistent communication channels, implementing improved tracking systems. Phone responsiveness limited, auto-response activated on email explaining staffing change and backlog.
  - C. Renewals - Timeline extensions for licensees. Lance created an offline renewal process and payment option on the website. Licensees contacting the board after

the 12/01/2025 deadline will be required to submit proof of CEUs at time of renewal, assisting in auditing requirements beginning 02/01/2026.

D. Licensee Contact - Best contact method is email, which will be worked in the order received. Situations requiring escalation can be directed to Terry, who offered to compile a priority list for status updates.

- IV. ND Accredited Program Communication - Discussion - tabled
- V. Clinical Supervision Plan Approval Process - Discussion - Member Waind taking over for former Member Lacey Corneliusen. Lacey will conduct training with Melissa, Jesse, Terry, and Lance. Administrative staff will review plans for compliance before forwarding to board, and identify plans that do not meet requirements and return them to applicants. Board member role will be review/approval rather than initial screening.
- VI. Other Board Business - 2026 Board Meeting Schedule -Lance will resend all 2026 calendar invitations. Background check transition - Kyleigh assuming responsibility for background checks, has completed training and is near being fully set up in the system. Terry will contact Kyleigh to complete the transition process. Board Contact Information - Lance created an updated board contact sheet which includes contact info and duty assignments. Will be sent to all board members, corrections will be sent to Lance. Final version will be distributed with complete contact info for board and staff.
- VII. Adjournment - 12:48 PM

## Ratification

LAST NAME	FIRST NAME	LIC. REQUEST	TYPE	STATE	STATUS	SANCTIONS
Gard	Nicholas	LCSW	Reciprocity	MN	Active	None
Wersinger	Mandee	LCSW	Upgrade	ND	Active	None
Collings	Carly	LMSW	Upgrade	ND	Active	None
Weston	Rachel	LMSW	Initial	ND	Active	None
Woodfern	Denton	LCSW	Reciprocity	IL	Active	None
Mennenga	Laura	LCSW	Upgrade	ND	Active	None
Bagi	Tiffany	LMSW	Upgrade	ND	Active	None
Laverdure	Robin	LBSW	Initial	ND	Active	None
Zimmerman	Sara	LCSW	Reciprocity	MN	Active	None
Berg	Kaitlyn	LMSW	Upgrade	ND	Active	None

Sullivan	Alexander	LCSW	Reciprocity	FL	Active	None
Severson	Meggan	LCSW	Upgrade	ND	Active	None
Miller	Jocelyn	LBSW	Initial	ND	Active	None
Hanlon	Danielle	LMSW	Upgrade	ND	Active	None
Rydland	Lauren	LBSW	Reciprocity	MN	Active	None
Rosario	Jennifer	LCSW	Upgrade	ND	Active	None
Stuart	Samantha	LBSW	Reciprocity	MN	Active	None
Bernstein	Jillian	LMSW	Reciprocity	NM	Active	None
Reese	Lilisa	LMSW	Upgrade	ND	Active	None
Sass	Emily	LMSW	Reciprocity	IA	Active	None
Kost-Vermaas	Kylie	LMSW	Upgrade	ND	Active	None
Tofteland	Cassie	LCSW	Upgrade	ND	Active	None
Fackler	Amanda	LCSW	Reciprocity	TN	Active	None
Miller	Kendra	LMSW	Upgrade	ND	Active	None
Mann	Emma	LBSW	Initial	ND	Active	None
Chu	Desiree	LCSW	Reciprocity	IL	Active	None
Ogaard	Chelsie	LCSW	Reciprocity	SD	Active	None
Schmaltz	Richelle	LMSW	Upgrade	ND	Active	None
Schindler	Madison	LCSW	Upgrade	ND	Active	None
Abel	Maleah	LMSW	Upgrade	ND	Active	None
Lee	Kennon	LMSW	Upgrade	ND	Active	None
Grove	Danielle	LBSW	Initial	ND	Active	None
Moore	Nicole	LCSW	Reciprocity	MN	Active	None
Weltikol	Rita	LBSW	Initial	ND	Active	None
Highhouse	Adrienne	LCSW	Reciprocity	IN	Active	None
Renz	Anna	LMSW	Initial	ND	Active	None
Keller	Courtney	LMSW	Initial	ND	Active	None

\*Where noted, and pursuant to NDCC 12–60 –24 and NDCC 43–41–04.2, the discussion of some of the above topics may be held in executive session rather than during the portion of the meeting that is open to the public. If this is a regular meeting, additional topics may be discussed. If this is a special or emergency meeting, the governing body’s discussion will be limited to the topics and executive sessions listed above.