

MEETING MINUTES

Monthly Meeting Minutes - In Person

ND Board of Social Work Examiners

March 18, 2026

9:00 AM

Attendees: Jesse Hauser, Lance Effertz, Terry Effertz, Natalie Anderson, Shawn Meier, Taylor Roddie, Tricia Berg, Will Anderson

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

- I. Call to Order 9:03 AM
- II. Consent Agenda - Chair Boeckel motioned to approve 02/18/2026 meeting minutes and ratification of licenses (All reciprocity licenses were not ratified, with the exception of Leslie Velasco LCSW, as Administrative staff still needs to submit for final Board Member review/approval). Vice-Chair Flory seconded. All in favor, motion carried.
 - A. Meeting Minutes February 18, 2026
 - B. Ratification of Licenses
- III. Complaints (Followed IV. B. - Financials) - Executive Session 9:13 AM - 9:38 AM
 - A. 2025-13 (Flory, Yoder) - Member Yoder motioned to dismiss. Member Flory seconded. Motion carried by Roll Call Vote - All in favor.
 - B. 2026-1 (Yoder) - Tabled - Board Admin to get letters to licensee and keep reviewing Board Member updated.
- IV. Administrative Staff Updates
 - A. CE Broker Update - Prior upload issues have been resolved, with data successfully updated as of March 16, 2026. The Board discussed moving toward a consistent monthly update process.
 - B. Financials (Moved up - Followed II. Consent Agenda) - Lead Administrator Terry Effertz presented overview of biennial budget and current financial position. The Board remains financially on track, with a checking balance of \$518,747.95. Expenses are generally aligned with projections. Staff expenses temporarily elevated due to carryover from printing and postage costs due to bulk purchases during the renewal cycle. Credit Card processing fees have not been fully reconciled but are expected to be minimal. The Board discussed the possibility of passing credit card processing fees on to licensees and noted any changes to licensing fees would require Administrative Code rulemaking. Chair Boeckel motioned to approve. Member Yoder seconded. Motion carried by Roll Call Vote - All in favor.
 - C. Big Picture/Website Update
 1. Administrator Lance Effertz reported - Minor updates, corrections to links and formatting completed, larger updates remain pending.

2. Further improvements to be addressed after administrative staff becomes more familiar with licensing functionality.
- D. Supervision Plans
1. Ongoing challenges due to system limitations. Additional meeting to be scheduled for contributing Board Members and Administrators.
 2. Additional training and continued short-term support from former Board Member Corneliusen.
- V. Board Member Business
- A. Licensing Fees - Chair Boeckel advised fees are in Admin Code and cannot be changed without Admin Code changes.
 - B. Compact Update - No licenses have been issued due to ongoing disputes related to data systems and governance issues at the national level. Preliminary estimate of approximately \$25 per license issued to the compact was discussed, final details remain uncertain. The Board noted the need to evaluate future administrative and system costs associated with participation.
 - C. Conduct Form for Compact - Vice-Chair Flory to complete.
 - D. NDSOS
 1. Statements of Interest - Board Members must complete.
 2. https://soi.sos.nd.gov/public/home?utm_medium=email&utm_source=gov_delivery
 - E. Lori Mohagen - (Followed IV. D. 2.) Member Waind - Supervision Plan - Board approved backdating the supervision hours to January 2024. Decision made to document in comments within Big Picture.
- VI. Other Board Business - Increased administrative staff coverage for NDBSWE. New Board Member Rixen brings admin experience and will assist where possible. Discussion regarding internal process improvements, the need for clearer documentation practices, improved tracking of communications, and the inclusion of response deadlines in future records requests. Administrative staff member Jesse Hauser attending ASWB Administrative Forum in Newport, RI on April 15th.
- VII. Adjournment - 10:29 AM

Ratifications

LAST NAME	FIRST NAME	LIC. REQUEST	TYPE	STATE	STATUS	SANCTIONS
Baker	Katherine	LMSW	Upgrade	ND	Active	None
Helfrich	Tara	LCSW	Upgrade	ND	Active	None
Haga	Rachelle	LCSW	Upgrade	ND	Active	None
Tofteland	Cassie	LCSW	Upgrade	ND	Active	None
Velasco	Leslie	LCSW	Reciprocity	CA	Active	None

Just	Alexa	LCSW	Reciprocity	MN	Active	None
Bush	Rakisha	LCSW	Reciprocity	TX	Active	None
Riester	Danielle	LCSW	Reciprocity	MN	Active	None
Meyer	Melissa	LCSW	Reciprocity	IN	Active	None
Laansma	Courtney	LMSW	Reciprocity	TN	Active	None
Roddie	Taylor	LMSW	Initial	ND	Active	None
Miers	Karlie	LMSW	Upgrade	ND	Active	None
Duffin	Bryanne	LMSW	Upgrade	ND	Active	None
Dean	Taylor	LBSW	Initial	ND	Active	None
Setzer	LaCourtney	LCSW	Reciprocity	NC	Active	None
Swanson	Anna	LCSW	Reciprocity	MN	Active	None
Kluck	Catherine	LBSW	Reciprocity	WI	Active	None
Kovski	Kyle	LCSW	Reciprocity	IL	Active	None
Collins	Stefani	LCSW	Reciprocity	CA	Active	None
Pierskalla	Katie	LBSW	Initial	ND	Active	None
Widmer	Michael	LBSW	Initial	ND	Active	None
Nelson	Cori	LBSW	Reciprocity	MN	Active	None
Dow	Kathryn	LMSW	Initial	ND	Active	None
Kassa	Logan	LMSW	Upgrade	ND	Active	None
Proctor	Nicole	LMSW	Initial	ND	Active	None
O'Dell	Allison	LCSW	Reciprocity	MO	Active	None
Jenkins	Joshua	LCSW	Reciprocity	AL	Active	None
Kieson-Opperud	Sadie	LCSW	Upgrade	ND	Active	None
Schindler	Madison	LCSW	Upgrade	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.