

**MINUTES - ND Board of Addiction Counseling Examiners  
April 29, 2011  
Hampton Inn, Bismarck, ND**

**Call to Order**

President, Anna Johnson, called the meeting to order at 10:00 am.

**Present**

Board Members: Anna Johnson, Fargo; Vicki Michels, Minot; Brietta Kidney, Minot; Kristie Spooner, Tappen; Oliver Buseth, East Grand Forks; Mary Tello-Pool, Bismarck.

Others: Nikki Owings, Jacinda Simmons, Bill Peterson – Legal Counsel, Camille Grothier, Mark Grothier, Sharon Ellingson, and Shawn Meier.

**Absent**

Mike Froemke

**Minutes**

**A motion was made** to approve the minutes of January 14, 2011. (Spooner/Buseth/carried)  
[Froemke absent]

**Financial Report**

Everything is in line with the budget. The CD is at \$35,200.

**A motion was made** to approve the financial report. (Tello-Pool/Michels/carried) [Froemke absent]

**APT, Inc. Contract**

APT, Inc. proposes 3% increase for each of the next 2 years.

Tabled to the next meeting for a counter proposal of 2% increase for each of the next 2 years or 2% and 3% increase after reviewing the proposed budget.

**Budget**

**A motion was made** to approve the 2-year budget with decreasing the expense for examination by \$2,000 due to having someone from the Bismarck area proctor the exam. (Tello-Pool/Kidney/carried) [Froemke absent]

**Complaints**

**L. Ray** – The Board has not yet heard back from the Minnesota Board and Ray. She is not currently licensed in North Dakota. Table to next meeting. **[Ethics Subcommittee]**

**S. Meier** –Administrative Hearing pending. **[B. Peterson]**

**J. Creed** – Creed and Sharon Ellingson were requested to appear before the Board. Creed is not present for the meeting. The Board asked Ellingson questions regarding the complaint.

**A motion was made** to seek further information from Creed. (Spooner/Tello-Pool/carried)  
[Froemke absent] **[Ethics Subcommittee]**

**L. Duckwitz** – **A motion was made** that there is a reasonable basis to believe she violated Principles 2, 5, and 9 in the Code of Ethics and to initiate a disciplinary action. (Tello-Pool/Buseth/ Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Kidney (y), Michels (y))  
[Froemke absent]

**A motion was made** to authorize legal counsel to offer a settlement agreement. (Buseth/Michels/carried) (Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Kidney (y), Michels (y)) [Froemke absent] **[B. Peterson]**

**A. Johnson** – Johnson abstained from all discussion and voting. **A motion was made** to have the Ethics Subcommittee research the hiring of an investigator with experience in the addiction counseling profession. (Tello-Pool/Spooner/carried) (Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Kidney (y), Michels (y)) [Froemke absent] **[B. Peterson]**

**C. Drake** – Johnson abstained from all discussion and voting. **A motion was made** to dismiss the complaint. (Tello-Pool/Buseth/carried) (Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Kidney (y), Michels (y)) [Johnson abstains] [Froemke absent] **[B. Peterson]**

**B. Owen** - **A motion was made** to dismiss the complaint. (Tello-Pool/Buseth/carried) (Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Kidney (y), Michels (y)) [Froemke absent] **[B. Peterson]**

***Disciplinary Action Update***

**L. Simon** – No Board action required.

**L. Rasmussen** – No Board action required.

**S. Henshel** – Board office will send a letter that she must comply with the settlement agreement. **[Bd. Office]**

**Impaired Professional Program**

Board will seek review information about Minnesota’s program and invite Karla Bitz, ND Board of Nursing to present at the October meeting. **[Bd. Office]**

**Legislative Management’s Tribal and State Relations Committee**

Table to next meeting.

**IC & RC Examination Contract**

**A motion was made** to renew the contract. (Michels/Buseth/carried) [Froemke absent]

**Request for Exemption from 4.5-02.1-01-04(1)(a)**

**J. Renner, University of Mary** – The change at University of Mary is permissible by the Board’s current Administrative Rules. Students will not be taking more than 2 classes during clinical training. No action taken.

**Clinical Training Program Case Cares & Testing**

**Letter from B. Hayes** – No action taken.

**Clinical Training Program Oversight Committee Update**

Spooner will set up this year’s visits in Minot, Devils Lake, Grand Forks, and Bismarck.

**Administrative Rules Committee Formation**

**NAADAC Code of Ethics** – The Board will look at updating the Code of Ethics.

The Board will review the Administrative Rules before the next meeting. Then a committee will be formed to look at specific areas of the Administrative Rules to be changed.

**Co-facilitation Question**

**Email from A. Mattern** – The Board will refer her to the Law and recommend she seek legal advice. **[Bd. Office]**

**Application for Initial Licensure**

**T. Lange - A motion was made** to approve the application for licensure.  
(Michels/Spooner/carried) [Froemke absent]

**K. Schneibel - A motion was made** to approve the application for licensure.  
(Michels/Spooner/carried) [Froemke absent]

**J. Kitzan - A motion was made** to approve the application for licensure.  
(Michels/Spooner/carried) [Froemke absent]

**H. Stromswold - A motion was made** to approve the application for licensure.  
(Michels/Spooner/carried) [Froemke absent]

**M. Crompton - A motion was made** to approve the application for licensure.  
(Michels/Spooner/carried) [Froemke absent]

**M. Tergerson - A motion was made** to approve the application for licensure.  
(Michels/Spooner/carried) [Froemke absent]

**K. Reichenberg - A motion was made** to approve the application for licensure.  
(Spooner/Buseth/carried) [Froemke absent] **[Bd. Office]**

**Application for Examination/Transcript Review**

**R. Gray Bear** – Michels will review his transcripts.

**J. Traen** – Michels will review his transcripts.

**Request for Individualized Clinical Training Plan**

**A. Brown - A motion was made** to grant the request for an individualized clinical training program. (Tello-Pool/Buseth/carried) [Froemke absent]

**M. Melgaard - A motion was made** to grant the request for an individualized clinical training program. (Tello-Pool/Buseth/carried) [Kidney abstains] [Froemke absent]

**M. Herman - A motion was made** to grant the request for an individualized clinical training program pending verification of her LCSW license. (Michels/Spooner/carried) [Froemke]

**K. Stoltz - A motion was made** to grant the request for an individualized clinical training program. (Kidney/Tello-Pool/carried) [Froemke absent]

**[Bd. Office]**

**Clinical Supervision Registration**

**P. Geary – A motion was made** to approve the application for clinical supervision.  
(Michels/Spooner/carried) [Kidney abstains] [Froemke absent]

**J. Bartsch- A motion was made** to approve the application for clinical supervision registration.  
(Michels/Spooner/carried) [Froemke absent]

**D. Collins - A motion was made** to approve the application for clinical supervision registration.  
(Michels/Spooner/carried) [Froemke absent]

**K. MaKonnen - A motion was made** to approve the application for clinical supervision registration. (Michels/Spooner/carried) [Froemke absent]

**A. Twogood - A motion was made** to approve the application for clinical supervision registration. (Michels/Spooner/carried) [Froemke absent]

**L. Glueckert - A motion was made** to approve the application for clinical supervision registration. (Michels/Spooner/carried) [Froemke absent]

**N. Faa - A motion was made** to approve the application pending clarification as to whether or not the Motivational Interviewing continuing education is clinical supervision. (Michels/Tello-Pool/carried) [Kidney abstains] [Froemke absent] **[Bd. Office]**

**Private Practice Registration**

**C. Montgomery - A motion was made** to approve the application for private practice registration. (Buseth/Spooner/carried) [Froemke absent] **[Bd. Office]**

**Request for Continuing Education Approval**

**NMT Training Certification - A motion was made** to approve 12.0 hours for the training. (Spooner/Michels/carried) [Tello-Pool abstains] [Froemke absent] **[Bd. Office]**

**Motivational Interviewing - A motion was made** to accept program for continuing education but to deny granting of clinical supervision hours. (Michels/Buseth/carried) [Froemke absent] **[Bd. Office]**

**Other**

**Examination Proctor - A motion was made** to request someone from Bismarck to proctor the examination and to research the possibility of the computerized examination. (Michels/Tello-Pool/carried) [Froemke absent] **[Bd. Office]**

**Next Meeting Date**

July 15, 2011                      10:00 am                      Peace Garden Rm., State Capitol, Bismarck, ND

**Adjourn**

The meeting was adjourned at 1:40 PM.

**Respectfully submitted,**

**Anna Johnson**  
**President**  
**NDBACE**

**Mike Froemke**  
**Vice President**  
**NDBACE**

**Nikki Owings**  
**Executive Secretary**  
**NDBACE**