

**MINUTES - ND Board of Addiction Counseling Examiners
April 12, 2013
Board Office, Bismarck, ND**

Call to Order

Board Chair, Vicki Michels, called the meeting to order at 10:00 am.

Present

Board Members: Vicki Michels, Minot; Kristie Spooner, Tappen; Brietta Kidney, Minot; Mary Tello-Pool, Bismarck; Patti Senn, Fargo; and Laura Weishoff, Williston.

Others: Nikki Owings, Jacinda Simmons, David Schaibley, Legal Counsel, Brenda Mohl, and Shawn Meier.

{Deborah Davis absent}

Introductions

David Schaibley, Assistant Attorney General is the new Legal Counsel for the Board. He replaces Bill Peterson, who has retired.

Minutes

A motion was made to approve the minutes of January 18, 2013. (Tello-Pool/Weishoff/carried)
[Davis absent]

A motion was made to approve the minutes of March 25, 2013. (Tello-Pool/Weishoff/carried)
[Davis absent]

Financial Report

The Board currently has a net loss of \$13,926.

A motion was made to approve the financial report. (Spooner/Kidney/carried) [Davis absent]

A motion was made to do research on the costs of other management sources. (Tello-Pool/Spooner/carried) [Davis absent] **[Board]**

Schaibley will look into the procurement process required. **[Legal Counsel]**

IC & RC Examination Contract

A representative from NAADAC spoke about the specifics of the NAADAC examination. The test can be taken by computer. Beginning in July, they will offer monthly tests during the second week of every month. Passing score is 75%. The level 2 exam for those with Bachelor's degrees has a pass rate of 86%. The level 2 exam does include practice questions. The cost of the exam to the Board is \$135. The Board will need to update the rules to use the NAADAC examination if it chooses to do so.

A motion was made to have legal counsel negotiate a contract to continue with IC & RC exam for one year and the Chair may approve the contract without a board meeting.
(Spooner/Kidney/carried) [Davis absent] **[Michels & Legal Counsel]**

Application for Initial Licensure

S. Meier - A motion was made to grant the application for licensure.

(Spooner/Weishoff/defeated) (Roll Call Vote –Kidney (n), Spooner (y), Weishoff (n), Senn (n), Tello-Pool (n)) [Davis absent]

A motion was made to offer settlement agreement that reinstates the license with the conditions of 2-year probation with quarterly reports from clinical supervisor approved by the Board and 20

hours of continuing education in addition to the required hours for licensure in ethics and dual relationships approved by the Board. (Spooner/Tello-Pool/carried) (Roll Call Vote –Kidney (n), Spooner (y), Weishoff (y), Senn (n), Tello-Pool (y)) [Davis absent] **[Legal Counsel]**

{Tello-Pool absent}

A. Fichter - A motion was made to accept the application for licensure. (Spooner/Senn/carried) (Roll Call Vote –Kidney (y), Spooner (y), Weishoff (y), Senn (y)) [Davis and Tello-Pool absent]

K. Flann - A motion was made to accept the application for licensure. (Spooner/Senn/carried) (Roll Call Vote –Kidney (y), Spooner (y), Weishoff (y), Senn (y)) [Davis and Tello-Pool absent]

J. Karjalainen - A motion was made to accept the application for licensure. (Spooner/Senn/carried) (Roll Call Vote –Kidney (y), Spooner (y), Weishoff (y), Senn (y)) [Davis and Tello-Pool absent]

A. Caranicas - A motion was made to accept the application for licensure. (Spooner/Senn/carried) (Roll Call Vote –Kidney (y), Spooner (y), Weishoff (y), Senn (y)) [Davis and Tello-Pool absent]

J. Selk - A motion was made to accept the application for licensure. (Spooner/Senn/carried) (Roll Call Vote –Kidney (y), Spooner (y), Weishoff (y), Senn (y)) [Davis and Tello-Pool absent]

B. Williams - A motion was made to accept the application for licensure. (Spooner/Senn/carried) (Roll Call Vote –Kidney (y), Spooner (y), Weishoff (y), Senn (y)) [Davis and Tello-Pool absent]

{Tello-Pool present}

J. Johnson – Tabled until her graduation date has passed. The Board considered her noted past conviction on the application.

B. Mohl - Training has been accepted by the Board. Michels will review her application for licensure upon her passing the examination.

J. Rennich – Executive Session 12:08 pm – 12:11 pm.

A motion was made to accept the application for licensure. (Kidney/Weishoff/carried) [Davis absent] **[Bd. Office]**

Application for License by Reciprocity

C. Bergeson - A motion was made to deny the application for licensure by reciprocity. (Spooner/Senn/carried) [Davis absent] **[Legal Counsel]**

Complaints

R. Peet - A motion was made to not consider the anonymous complaint. (Kidney/Senn/carried) (Roll Call Vote –Kidney (y), Spooner (y), Weishoff (y), Senn (y), Tello-Pool (y)) [Davis absent]

C. Picard - A motion was made there is reasonable basis to believe she violated the Code of Ethics regarding Dual Relationships and to offer a settlement agreement revoking her license. (Spooner/Senn/carried) (Roll Call Vote –Kidney (abstain), Spooner (y), Weishoff (y), Senn (y), Tello-Pool (y)) [Davis absent] **[Legal Counsel]**

A. Decker – The Ethics Committee will send a letter requesting documents of her evaluation, treatment recommendations, and quarterly progress reports and quarterly updates from her supervisor. **[Spooners & Legal Counsel]**

S. Illing – A letter will be sent acknowledging the receipt of the letter. No further action to be taken. **[Bd. Office]**

P. Stenehjem-Titus – A letter will be sent to complainant that she needs to sign Release of Information in order for the Board to investigate and take any sort of action. **[Legal Counsel]**

J. Miller – A follow-up letter will be sent to his probation officer requesting more information. Legal Counsel will instruct Board office on how to get official copies of the court records. **[Bd. Office & Legal Counsel]**

W. Froehlich - **A motion was made** to dismiss the complaint with a letter of concern. (Spooner/Kidney/carried) (Roll Call Vote –Kidney (y), Spooner (y), Weishoff (y), Senn (y), Tello-Pool (y)) [Davis absent] **[Legal Counsel]**

M. Melgaard – Executive Session 2:02 pm-2:07 pm.

A motion was made there is reasonable basis to believe he violated Principles 2, 4, and 8 of the Code of Ethics and to offer a settlement agreement of 2-year probation with conditions of an evaluation in the next 45 days by a Licensed Addiction Counselor and a mental health professional approved by the Board to determine if he is able to return to doing direct client treatment, twice monthly urine analysis for 2 years at his cost with the facility approved by the Board, and quarterly reports from his supervisor sent directly to the Board office. (Spooner/Tello-Pool/carried) (Roll Call Vote –Kidney (abstain), Spooner (y), Weishoff (y), Senn (y), Tello-Pool (y)) [Davis absent] **[Legal Counsel]**

Disciplinary Action Update

A. Johnson – **A motion was made** to amend the settlement agreement to include a letter to the National Practitioner Data Banks. (Kidney/Tello-Pool/carried) (Roll Call Vote –Kidney (y), Spooner (y), Weishoff (y), Senn (y), Tello-Pool (y)) [Davis absent] **[Legal Counsel]**

J. Wanzek – License is on probation. The Board is waiting for her continuing education and clinical supervisor reports.

M. Robertson – License is on probation. The Board is waiting for her continuing education and clinical supervisor reports. She did not renew her license. The Board will discuss her settlement agreement if she decides to reinstate her license in the future.

V. Jones – She will need to find another clinical supervisor since Picard relinquished her license. A letter will be sent to Jones requesting an update if the client is still living on her property. **[Bd. Office]**

R. Dimmer – Legal Counsel is working with Dimmer’s attorney to reach a settlement.

Impaired Professional Program

Tabled.

Administrative Rules Committee

The Board reviewed a draft of the Administrative Rules and made changes. The committee will have further discussion on the rules and forward proposed changes to the Board office for draft formatting. **[Committee & Bd. Office]**

Schaibley will look into adding fines and covering attorney costs in regards to disciplinary proceedings to the Administrative Rules. **[Legal Counsel]**

Schaibley will research how long training programs and training sites need to retain training records. **[Legal Counsel]**

Gambling addiction will be a part of the DSM-V manual. The Treatment Providers Coalition will be asked to consider drafting legislation for next session to include this in the licensure law.

Clinical Supervision Registration

J. Kuhn– A motion was made to approve the application for clinical supervision registration. (Spooner/Senn/carried) [Davis absent] **[Bd. Office]**

J. Ebel - A motion was made to approve the application for clinical supervision registration. [Davis absent] **[Bd. Office]**

S. Dailey – She had been certified in South Dakota. Her ND license was issued in October 2012. Schaibley will review the Board’s rules to determine if the 3-year licensure requirement includes certification. **[Legal Counsel]**

Private Practice Registration

P. Geary - A motion was made to approve the application for private practice registration. (Kidney/Tello-Pool/carried) [Davis absent] **[Bd. Office]**

Individualized Training Plans

T. Losinski - A motion was made to approve the individualized training plan. (Senn/Tello-Pool/carried) [Davis absent] **[Bd. Office]**

Clinical Training Program Oversight Committee Update

Spooner will be reviewing training programs in Bismarck, Grand Forks, and Minot this year.

Election of Treasurer

A motion was made to nominate Weishoff as Treasurer. (Tello-Pool/Spooner/carried) [Davis absent]

Next Meeting Date

July 12, 2013 10:00 am State Capitol, Bismarck

Adjourn

The meeting was adjourned at 2:38 PM.

Respectfully submitted,

**Vicki Michels
President
NDBACE**

**Kristie Spooner
Vice President
NDBACE**

**Nikki Owings
Executive Secretary
NDBACE**