

**MINUTES - ND Board of Addiction Counseling Examiners
October 25, 2013
Sakakawea Rm., State Capitol, 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; Patti Senn, Fargo; Laura Weishoff, Williston (by phone); and Deborah Davis, Grand Forks.

Others: Jacinda Simmons, David Schaibley, Legal Counsel, Patrick Geary, Bob Hayes, and Sheila Richmond.

{Brietta Kidney and Mary Tello-Pool absent}

Minutes

A motion was made to approve the minutes of July 19, 2013 with the addition of that complaints made by C. Jollie were discussed and tabled. (Spooner/ Davis/carried) [Kidney and Tello-Pool absent]

A motion was made to approve the minutes of September 13, 2013. (Spooner/ Davis/carried) [Kidney and Tello-Pool absent]

Financial Report

The financial report was presented.

APT, Inc. Contract

The State Procurement Office is looking at creating a state contract with the Office of Management and Budget. OMB would then work with APT, Inc. to negotiate. The Board also wondered if the Board could negotiate a lower monthly fee for fewer services. If implemented, the state contract would allow the Board to look at other companies to see how they compare with APT in cost and services.

2013-2015 Budget

Tabled until the procurement issue and APT, Inc. contract issue is resolved.

Complaints

P. Geary – A motion was made to dismiss the complaint. (Davis/ Senn/carried) (Roll Call Vote – Weishoff (y), Spooner (y), Davis (y), Senn (y)) [Kidney and Tello-Pool absent] **[Legal Counsel]**

S. Richmond – A motion was made to dismiss the complaint. (Davis/ Senn/carried) (Roll Call Vote – Weishoff (y), Spooner (y), Davis (y), Senn (y)) [Kidney and Tello-Pool absent] **[Legal Counsel]**

B. Hayes – A motion was made to dismiss the complaint. (Davis/ Senn/carried) (Roll Call Vote – Weishoff (y), Spooner (y), Davis (y), Senn (y)) [Kidney and Tello-Pool absent] **[Legal Counsel]**

The three licensees in the complaint were present. The Board asked them why they did not file a complaint against Cheryl Fox. They felt it was more of an employer issued. It was being addressed when Circle of Life was shut down.

T. Lange - A motion was made to dismiss the complaint. (Senn/Davis/carried) (Roll Call Vote – Weishoff (y), Spooner (y), Davis (y), Senn (y)) [Kidney and Tello-Pool absent] **[Legal Counsel]**

Lange sent medical records without the proper release of information. Schaibley will include a caution in the dismissal letter that records cannot be sent without a release. **[Legal Counsel]**

C. Jollie – The Board will request a response from the three licensees the complaint is against.

Disciplinary Action Update

A. Johnson – The letter to the Disciplinary Databank rejected the letter sent by the Board. No further action needed.

J. Wanzek – The reports from her clinical supervisor have not been received. A letter will be sent requesting the report to be sent within 2 weeks. **[Bd. Office]**

V. Jones – The Board accepted twelve of the hours the continuing education in Ethics and Boundary Issues she submitted. Aspirational Ethics was not accepted. **[Bd. Office]**

R. Dimmer – He has not completed the mental health evaluation or sent approval for a provider.

S. Meier – Her quarterly reports from her supervisor are up to date.

A. Decker – Her reports are up to date.

J. Miller – A copy of his letter and settlement agreement will be sent to Spooner. A copy of the records and his initial license application will be sent to Miller. **[Spooner & Legal Counsel]**

Proposed Administrative Rules

Changes were made to the Administrative Rules. Schaibley will research adding that the Board may require legal fees be paid in a settlement agreement. Schaibley will also review if adding background checks will need to be a Law or Rules change. **[Legal Counsel]**

Possible Law Changes for the next Legislative Session may include the addition of gambling addiction, background checks, and recovery coach certification.

Application for Initial Licensure

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

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

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

Academic Degree Requirement

The Board questioned if Sociology is a closely related social science field as state in the Academic Requirements. Michels stated that sociology is a Bachelor's of Arts degree which is a precursor to graduate school and is not a professional degree. Psychology is based on individual behavior whereas sociology is based on a society's behavior. Tabled to next meeting.

Individualized Training Plans

M. Janzer – Training plan request was withdrawn.

J. Graybar - A motion was made to accept the Individualized Training Plan request. (Spoooner/Senn/carried) (Roll Call Vote – Weishoff (y), Spoooner (y), Davis (y), Senn (y)) [Kidney and Tello-Pool absent]

Review of Forms

The Board will review the Individualized Training Plan Request form for the next Board meeting. The form should ask why they are requesting an individualized plan.

Dickinson Consortium

A letter will be sent to John Wieglanda stating that the Board understands there have been changes in the consortium and requesting to know the names of the clinical training program director and clinical supervisors.

Letter from NDCOTC

Tabled to next meeting.

Clinical Training Program Oversight Committee Update

Spoooner reviewed the training programs in Bismarck, Grand Forks, and Minot. All had concerns over the oral exams and training sites. They gave lack of clinical supervisors and space for trainees as weaknesses. Trainees in Bismarck continue to have problems registering for the exam.

A motion was made to approve the Bismarck, Grand Forks, and Minot training programs. (Davis/Spoooner/carried) [Kidney and Tello-Pool absent]

The Board office will add training program deadlines after the contact information for the training programs on the website. Training program directors will contact the Board office with the deadline dates.

Circle of Life has been added to the Northwest Training Program.

Private Practice Registration

Lacey Glueckert - A motion was made to accept the application for private practice registration. (Spoooner/Davis/carried) (Roll Call Vote – Weishoff (y), Spoooner (y), Davis (y), Senn (y)) [Kidney and Tello-Pool absent] **[Bd. Office]**

2014 Meeting Dates

January 10, 2014	10 am	Location to be determined
April 11, 2014	10 am	Location to be determined
July 11, 2014	10 am	Location to be determined
October 10, 2014	10 am	Location to be determined

The Board will have a conference in the next month to finalize the Administrative Rules, discuss the letter from NDCOTC and Ethics.

Election of Officers

A motion was made to nominate Spoooner for President of the Board. (Davis/Michels/carried) [Kidney and Tello-Pool absent]

A motion was made to nominate Davis for Vice President of the Board. (Senn/Spoooner/carried) [Kidney and Tello-Pool absent]

A motion was made to nominate Senn for Treasurer of the Board. (Spoooner/Davis/carried) [Kidney and Tello-Pool absent]

Adjourn

The meeting was adjourned at 1:40 PM.

Respectfully submitted,

**Vicki Michels
President
NDBACE**

**Kristie Spooner
Vice President
NDBACE**

**Nikki Owings
Executive Secretary
NDBACE**