



## FINAL MEETING MINUTES

October 16, 2015 9:00 am, central

### I. Call to Order

Board Chair, Kristie Spooner, called the meeting to order at 9:02 am

#### Present

Board Members: Kristie Spooner, Tonya Sorenson, Stacie Dailey, Julijana Nevland, Laura Weishoff, Mary Tello-Pool and Deb Davis

Others: Jody McClendon and David Schaibley

*(Those who appeared in person to speak were moved out of order from the posted agenda)*

### VII. Application and Practice Issues

- A. Individualized clinical training application received for Carol Jollie- Board input needed: Kurt Snyder appeared and addressed the Board, requesting that an extension be given to Jollie of one year to complete the clinical training required for licensure and she complete 400 hours (in addition to what was done previously). **A motion was made to grant the 1 year extension and 400 hour clinical training completion** (Nevland motion/ Dailey carried) Roll call vote: Spooner (y), Sorenson (y), Dailey (y), Nevland (y), Weishoff (y) Davis (y) and Tello-Pool (y)

### IX Other New Business

- A. Heartview has been in contact with the Board to register as a training consortium: Kurt Snyder appeared and spoke to the Board about Heartview applying as a training consortium, under the name "Training Academy for Addiction Professionals (TAAP). **A motion was made** to approve TAAP as a consortium based on the following:
- A. Submission of a manual that complies with NDAC by 10/30/15
  - B. Submission by TAAP to include a timeline for transition out of the Missouri Valley training consortium that meets the needs of the current trainees, also due by 10/30/15
  - C. Both Heartview locations will be considered training sites
  - D. Upon TAAP's submission of the data above, Vice Chair Deb Davis, shall review it and grant or deny approval based upon her review of those submissions.
- (Davis motion/ Tello-Pool carried) Roll call vote: Davis (y), Tello-Pool (y), Weishoff (n), Spooner (y), Dailey (n), Nevland (n), and Sorenson (n) **Motion failed**

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- (Nevland motion/ Sorenson carried) Roll call vote: Spooner (y), Nevland (y), Davis (y), Sorenson (y) Tello-Pool (y), Weishoff (y), Dailey (y), and Weishoff (y), **Motion carried**



**VIII New business**

- M. Barbara Andrist, Statewide Programs Manager for the State of ND Center for Tobacco Prevention and Control Policy, appeared before the Board to present information on the effects of smoking and requested that the Board add “tobacco” to the NDCC 43-45-01, section 1, to allow LAC’s to treat for smoking cessation also. Funding is available to provide training workshops, including Pharmacology, for LAC’s regarding treatment of tobacco addiction.

**II. Review meeting minutes**

- a. July 16, 2015: **A motion was made** to approve the 7/16/15 minutes, (Tello-Pool motion/ Sorenson carried) Roll call vote: Weishoff (y), Dailey (y), Weishoff (y), Spooner (y), Nevland (y), Tello-Pool (y), Davis (y) and Sorenson (y)
- b. July 17, 2015: **A motion was made** to approve the 7/17/15 minutes with a change from “and” to “any”, (Tello-Pool motion/ Sorenson carried) Roll call vote: Sorenson (y), Dailey (y), Davis (y), Nevland (y), Tello-Pool (y), Weishoff (y), Spooner (y), and Weishoff (y)
- c. September 2, 2015: **A motion was made** to approve the 8/2/15 minutes, (Weishoff motion/ Davis carried) Roll call vote: Tello-Pool (y), Weishoff (y), Dailey (y), Weishoff (y), Spooner (y), Nevland (y), Davis (y) and Sorenson (y)

**III. Review financials**

**A motion was made** to approve the financials, with a change on item 4650 "ND DHS" to "ND State Hospital" (Tello-Pool motion/ Weishoff carried) Roll call vote: Sorenson (y), Dailey (y), Weishoff (y), Spooner (y), Davis (y), Tello-Pool (y), Nevland (y) and Weishoff(y)

**IV. Election of officers**

**A motion was made** to nominate Deb Davis as the Chairperson: (Tello-Pool motion/ Sorenson carried) Roll call vote: Weishoff (y) Dailey (y), Weishoff (y), Spooner (y), Nevland (y), Davis (y), Tello-Pool (y), and Sorenson (y)

**A motion was made** to nominate Julijana Nevland as Vice Chair : (Tello-Pool motion/ Sorenson carried) Roll call vote: Dailey (y), Weishoff (y), Davis (y), Nevland (y), Spooner (y), Tello-Pool (y), and Sorenson (y)

**A motion was made** to nominate Tonya Sorenson as Treasurer: (Davis motion/ Weishoff carried) Roll call vote: Spooner (y), Sorenson (y) Dailey (y), Davis (y), Tello-Pool (y), Nevland (y), and Weishoff (y)

Updates will need to be made to the signers on the Bank of ND checking account. Patti Senn and Kristie Spooner should be removed as signers. Tonya Sorenson, Treasurer and Deborah Davis, Board Chair, should be added as signers. Sandra Burns and Jody McClendon, both Project Solutions staff, should remain as signers.

**V. Discipline File Updates**

- A. Delaine Anderson- Most recent quarterly reports have all been received (the most recent one was late), 6 of 25 CEU hours completed: No action, monitor the date of receipt for future reports
- B. Rodney Dimmer- Quarterly reports are up to date, (1 report remaining on 1/1/16), probation ends 1/27/16
- C. Brenda Fetting- Quarterly reports are up to date, received notice that Kim Makonnen will now be her reporting clinical supervisor



- D. Henry Kates- A settlement agreement was sent, Mr. Kates has been in contact with ND BACE legal counsel Dave Schaibley. Mr. Kates has requested to have his license revoked, which will happen automatically if he does not sign the agreement. **A motion was made** to revoke his license (Davis motion/ Nevland carried), Roll call vote: Weishoff (y), Dailey (y), Weishoff (y), Spooner (y), Nevland (y), Tello-Pool (y), Davis (y) and Sorenson (y) Schaibley will draft and send a new letter, revoking his license.

## VI. Complaints

- A. Jan Kuhn, complaint 2015-06 received: **A motion was made** to dismiss the complaint, on no basis for claim found, (Tello-Pool motion/ Sorenson carried), Roll call vote: Spooner (y), Nevland (y), Davis (y), Sorenson (y) Tello-Pool (y), Weishoff (y), Dailey (y) and Weishoff(y)
- B. Eddie Burl, complaint 2015-07 received: **A motion was made** that an ethics violation occurred based on the applicable code of ethics- items 1, 2, 4, 6, 7 and 8 (Spooner motion/ Davis carried), Roll call vote: Sorenson (y), Dailey (y), Davis (y), Nevland (y), Tello-Pool (y), Spooner (y) and Weishoff (y)

**A motion was made** to offer a settlement agreement to Burl, under the following terms, which waive the right to hearing and appeal:

- a. Revocation of clinical supervision
- b. Suspension of his LAC and private practice for a period of six months

During suspension, he shall:

- i. Make a \$1000 civil penalty payment
- ii. At his own expense, earn the following CEU's, above and beyond what is required for licensure: 10 professional ethics and 5 documentation
- iii. After completion of the CEU's, contact the Board to schedule an in person appearance for the Board at which time he will respond to questions from the Board. The Board shall then determine the conditions under which his suspension may be lifted

(Spooner motion/ Weishoff carried), Roll call vote: Tello-Pool (y), Dailey (y), Weishoff (y), Spooner (y), Nevland (y), Davis (y) and Sorenson (y)

- C. John Miller, complaint 2015-08 received
- D. Nicole Opperman, complaint 2015-09, self-reported received
- E. Kristie Kilen, complaint 2015-10, self-reported received
- Complaints for Miller, Opperman and Kilen all pertained to inadvertent release of patient information. **A motion was made regarding Miller, Opperman and Kilen** that their clinical supervisor submit a letter stating that they understand the importance of review of their policies to ensure that they are in compliance. The letter should be submitted to the Board office. (Davis motion/ Sorenson carried) Roll call vote: Nevland (y), Davis (y), Tello-Pool (y), Sorenson (y) Dailey (y), Weishoff (y), Spooner (y), and Weishoff (y)

## VII. Application and Practice Issues

- A. (noted earlier in the minutes)
- B. Reciprocity application received and reviewed for Connie Tyler, Schiably draft and send a letter that she does not qualify under reciprocity. In order to be considered for initial, she will need to submit transcripts and 3 letters of reference for review.
- C. Applications denied under presidential authority include:
1. Kendra Wilson was denied under reciprocity (MN). She was reviewed under initial licensure and will need 350 hours of training and ICRC results, a letter was sent by McClendon.



2. Amber Michaleski was denied under reciprocity (MN). She was reviewed under initial licensure and will need 350 hours of training, a letter was sent by McClendon.
3. John Christianson was denied for initial licensure, Schaibley will draft and send a letter.
4. James Lindgren was initially denied for clinical training, he has since been approved under presidential authority.

D. LAC applicants reviewed and approved under presidential authority include:

1. Amber Dew
2. Andrea Danda
3. Cassie Campbell
4. Misty Ibach
5. Kimber Hasbargen
6. Delano Irwin

E. Tatum Trautman was approved as a clinical supervisor under presidential authority

F. Melissa Herman was approved as a clinical supervisor under presidential authority

G. Wanda Crowe was approved as a clinical supervisor under presidential authority

H. Jennifer Wanzek was approved as a clinical supervisor under presidential authority

I. Kristie Kilen was approved for private practice under presidential authority

J. Clinical trainees reviewed and approved under presidential authority include:

1. Teal Allard
2. Ashton Hager
3. Joshua Fraase
4. Samantha Krebsbach
5. Trent Larson
6. Emily Monson
7. Rod Nogosek
8. Lisa Roth

K. Melissa Wheeler has been suspended from the NEHSC clinical training program

L. Marlana Moore withdrew from the James River Training Consortium

M. Ronald Boehler is no longer employed at LRHSC and his training has been discontinued

N. Approved Providers reviewed and approved under presidential authority include:

1. ND State Hospital (new provider)
2. Dakota Boys and Girls Ranch (renewing provider)
3. Heartview (renewing provider)
4. South Central Human Service Center (renewing provider)

*(a short break was taken, meeting resumed at 1:28, Tello- Pool left at 1:40)*

**VIII. New Business**

A. Update of testing by NCCAP, instead of IC&RC

B. NCAC II (NAADAC) licensure- discuss if this is acceptable as meeting the LAC licensing requirements

**A motion was made** to adopt new rules to the Board's admin code that indicate that a person can obtain licensure from the Board, if that person holds a current NAADAC National Certified Addiction Counselor level II (NDAC II) or a Masters Addiction Counseling with Co-Occurring Disorder Component (MAC) (Nevland motion/ Sorenson carried) Roll call vote: Sorenson (y), Dailey (y), Davis (y), Nevland (y), Tello-Pool (y), Weishoff (y) and Spooner (y)



- C. Pharmacology course requirements have changed
  - A motion was made** to grandfather those in clinical training to allow those who took a 2 credit Pharmacology course to qualify for licensure until August 1, 2016 (Nevland motion/ Dailey carried) Roll call vote: Sorenson (y), Dailey (y), Nevland (y), Tello-Pool (y), Davis (y), Spooner (y) and Weishoff (y)
- D. Updated educational crosswalk being used for transcript reviews
- E. Human Services Committee minutes from 8/19/15
- F. Legislation issues
  - 1. North Dakota Legislative Council letters (Oct. 1 and 6, 2015)  
Deb will try to attend the meeting and asked for Board input on the greatest unmet needs and recommended policy changes prior.
- G. Red River Valley/ UND has added an additional training site
- H. Invite Senator Judy Lee to a special meeting, schedule
- I. Impaired Practitioners Guidelines- Can the DataBank system be used for screening Applicants for LAC's? What are the search methods? McClendon will check and report back.
- J. Clinical Supervisor hours: no information discussed
- K. Violations by trainees- We do not act on complaints received on clinical trainees. Updates of status are kept in their file.
- L. CEU's
  - 1. Is there a max of CEU's that an approved provider can give for in-services?: An approved provider is not limited by the number of CEU's they offer. LAC's are limited to seven in-service trainings at addiction facilities per renewal cycle.
- M. Center for Tobacco Prevention and Control policy: covered earlier in minutes
- N. Ken Tupa lobbyist services: no information discussed
- O. Update on renewal applications received- 401 renewal applications sent, 55 returned and completed, 6 were returned for out of date addresses
- P. Update on 2014-2015 audit: in process with Yvonne Kubis of Bismarck, ND

#### IX. Other New Business

- A. Project Solutions contract for Board management: **A motion was made** to renew contract for Board Management with Project Solutions. (Dailey motion/ Nevland carried) Roll call vote: Weishoff (y), Dailey (y), Weishoff (y), Spooner (y), Nevland (y), Davis (y) and Sorenson (y) McClendon was asked to bring back pricing for 2016, discussion about the 20 hours per week and a possible re-delegation of certain duties.

*(Schaibley left at 2:55)*

- B. 2016 meetings: January 15, April 15, July 15 and October 14- all at 8:30 am  
Paul Melner should be invited to the January meeting
- C. Additional chair positions designated:
  - Ethics chair- Tonya Sorenson
  - Training oversight- Kristie Spooner
  - Rules and code revisions- Stacie Dailey and Julijana Nevland

X Meeting adjourned at 3:36, motion by Nevland

Respectfully submitted,

Kristie Spooner

Deborah Davis

Jody McClendon



*NORTH DAKOTA BOARD*  
— OF —  
*ADDICTION COUNSELING EXAMINERS*

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**Board Chair**  
**NDBACE**

**Vice Chair**  
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