

**MINUTES - ND Board of Addiction Counseling Examiners  
October 14, 2011  
Peace Garden Rm, State Capitol, Bismarck, ND**

**Call to Order**

Board member, Vicki Michels, called the meeting to order at 10:05 am.

**Present**

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

Others: Nikki Owings, Jacinda Simmons, and Bill Peterson – Legal Counsel.

**Absent**

Anna Johnson, Mike Froemke, and Brietta Kidney

**Election of Officers**

**A motion was made** to nominate Michels as President. (Spooner/Tello-Pool/carried) [Johnson, Froemke, and Kidney absent]

**A motion was made** to nominate Spooner as Vice President. (Buseth/Michels/carried) [Johnson, Froemke, and Kidney absent]

**A motion was made** to nominate Buseth as Treasurer. (Spooner/Tello-Pool/carried) [Johnson, Froemke, and Kidney absent]

**Minutes**

**A motion was made** to approve the minutes of July 15, 2011. (Spooner/Tello-Pool/carried) [Johnson, Froemke, and Kidney absent]

**Financial Report**

**Report** - Renewal revenue starting to come in.

**A motion was made** to post all meeting minutes on Board website. (Spooner/Tello-Pool/carried) [Johnson, Froemke, and Kidney absent]

**A motion was made** to approve the financial report. (Spooner/Buseth/carried) [Johnson, Froemke, and Kidney absent]

**Signer - A motion was made** to appoint Tello-Pool as signer to the checking account so she can sign the monthly management checks to APT, Inc. (Spooner/Buseth/carried) [Johnson, Froemke, and Kidney absent]

**Complaints**

**L. Ray** – The Board will request the complaint and investigation materials from the Minnesota Board and will keep it confidential. **[Bd. Office]**

**S. Meier** – Her Administrative Hearing will be October 26-27, 2011. The Board accepts the cost of \$300/hour for the expert witness.

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

**L. Duckwitz** – Legal Counsel will send another letter requesting she either sign or appeal the settlement agreement or else formal action will be taken. **[B. Peterson]**

**A. Johnson** – The Board will wait to see if she responds to the findings of Dr. Christensen's investigation.

**J. Wanzek** – The Board is waiting for her response.

**S. Phillips** – The Board will send a second request to SEHSC for information regarding the complaint.

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

**B. McEwen** – No action necessary by Board as there is no evidence an ethical violation has occurred.

#### *Disciplinary Action Update*

**L. Simon** – Reports up-to-date. Probation ends January 24, 2012.

**S. Henshel** – She has not completed requirements of the agreement. Her probation ends November 2012. Board can decide to take action if requirements are not met at that time.

#### **Administrative Rules Committee Formation**

Academics – The Board reviewed proposed academic standards. Standards were based on two models of national standards and reviewed by advisors at University of Mary and UND.

Supervision – The committee will review the supervision requirements for clinical training.

Fees – The committee will review adding an individual fee for continuing education and a fee for transcript review.

The committee will review adding requirements for adding new training sites to an existing training program and new training programs.

#### **Clinical Training Program Oversight Committee Update**

The training programs in Grand Forks, Bismarck, and Minot were visited and were all in compliance.

#### **Clinical Training Program Concern**

**Letter from A. Johnson** – **A motion was made** to send an education letter to all training programs reminding them of the trainee registration procedures and requirements for training. (Spooner/Buseth/carried) [Johnson, Froemke, and Kidney absent] **[Michels]**

#### **Individualized Clinical Training Plan Request**

**T. Grimsley** – **A motion was made** to approve the individualized training plan. (Spooner/Tello-Pool/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Froemke, and Kidney absent]

**A. Shirkey** - **A motion was made** to deny the individualized training plan and request her to resubmit the correct application. (Tello-Pool/Spooner/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Froemke, and Kidney absent] **[Bd. Office]**

**P. Robillard** – **A motion was made** to approve the individualized training plan. (Spooner/Tello-Pool/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Froemke, and Kidney absent]

**M. Wolf – A motion was made** to approve the individualized training plan. (Spooner/Tello-Pool/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Froemke, and Kidney absent]

**Application for Initial Licensure**

**K. Meyhuber - A motion was made** to approve the application for licensure. (Spooner/Buseth/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Kidney, and Froemke absent]

**R. Pytlik - A motion was made** to approve the application for licensure. (Spooner/Buseth/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Kidney, and Froemke absent]

**J. Kriel - A motion was made** to approve the application for licensure. (Spooner/Buseth/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Kidney, and Froemke absent]

**K. Kilen – A letter will be sent** to her supervisor that her training hours before February do not meet the Board’s Administrative Rules and that she needs to verify completion of 1400 hours since February 2011. **[Bd. Office]**

**J. Miller - A motion was made** to deny the application for licensure because he does not meet the academic and training requirements. (Buseth/Spooner/Roll Call Vote –Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Kidney, and Froemke absent] **[B. Peterson]**

The Board office will send him a letter notifying him that he may apply for licensure when he completes his training and academic coursework.

**J. Traen - A motion was made** to approve the application for licensure. (Tello-Pool/Buseth/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Kidney, and Froemke absent] **[Bd. Office]**

**D. Olson - A motion was made** to approve the application for licensure. (Tello-Pool/Buseth/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Kidney, and Froemke absent] **[Bd. Office]**

**T. Solem - A motion was made** to approve the application for licensure. (Spooner/Buseth/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Kidney, and Froemke absent] **[Bd. Office]**

**S. Ewoniuk - A motion was made** to approve the application for licensure. (Spooner/Tello-Pool/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Kidney, and Froemke absent] **[Bd. Office]**

**T. Fisher – He needs to submit documentation** he completed an additional 200 hours to meet the 1400-hour training requirement.

**Application for Licensure by Reciprocity**

**F. Von Banniseht - A motion was made** to deny the application for licensure. (Buseth/Tello-Pool/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Kidney, and Froemke absent] **[Bd. Office]**

**Clinical Supervision Registration**

**J. Holm – A motion was made** to approve the application for clinical supervision. (Spooner/Tello-Pool/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson, Kidney, and Froemke absent]

**R. Nybo - A motion was made** to approve the application for clinical supervision.  
(Spooner/Tello-Pool/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y))  
[Johnson, Kidney, and Froemke absent]

**Private Practice Registration**

**E. Woodward - A motion was made** to approve the application for private practice registration.  
(Spooner/Tello-Pool/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y))  
[Johnson, Kidney, and Froemke absent] **[Bd. Office]**

**IC & RC Computer Based Testing**

**Length of Testing - A motion was made** to approve testers for one year. (Tello-Pool/Spooner/carried) [Johnson, Kidney, and Froemke absent]

*[Tello-Pool absent- no quorum]*

**Request for Continuing Education Approval**

**Motivational Interviewing for Clinical Supervision** – Tabled.

**Request from C. Bercier** – Tabled.

**Request from A. Two Good** - Tabled.

**Request from J. Mauer** – Tabled.

**Request from K. Kuntz** – Tabled.

**Request from L. Evjen** – Tabled.

**Request from A. Lehr** – Tabled.

**Board Appointment**

The Board gave several names as suggestions for Board members. The names will be forwarded to the Governor's Office.

**Next Meeting Date**

Conference Call – October 19, 2011 at 11 am to discuss tabled Continuing Education requests only.

**2012 Meeting Dates**

|                  |          |     |
|------------------|----------|-----|
| January 13, 2012 | 10:00 am | TBA |
| April 13, 2012   | 10:00 am | TBA |
| July 13, 2012    | 10:00 am | TBA |
| October 12, 2012 | 10:00 am | TBA |

**Adjourn**

The meeting was adjourned at 2:10 PM.

**Respectfully submitted,**

**Vicki Michels**  
**President**  
**NDBACE**

**Kristie Spooner**  
**Vice President**  
**NDBACE**

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