

**MINUTES - ND Board of Addiction Counseling Examiners
July 15, 2011
Peace Garden Rm, State Capitol, Bismarck, ND**

Call to Order

Vice Chair, Mike Froemke, called the meeting to order at 10:08 am.

Present

Board Members: Mike Froemke, Bismarck; Vicki Michels, 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, Libby Mettler, Kristi Kilen, Kathy Zahn, and Howard Anderson.

Absent

Anna Johnson and Brietta Kidney

Minutes

A motion was made to approve the minutes of April 29, 2011. (Tello-Pool/Michels/carried) [Johnson and Kidney absent]

Financial Report

Revenue below budget due to low interest and travel expenses for exam proctor. The CD is at \$35,279.

A motion was made to form a committee to look at the Board's budget and expenses and give recommendations to the Administrative Rules committee. (Michels/Spooner/carried) [Johnson and Kidney absent] Tello-Pool and Johnson will work with Board staff on this committee.

A motion was made to approve the financial report. (Tello-Pool/Buseth/carried) [Johnson and Kidney absent]

APT, Inc. Contract

A motion was made to approve contract for an increase of 2% for each of the next 2 years; July 1, 2011 thru June 30, 2012 - \$2332/mo. and July 1, 2012 thru June 30, 2013- \$2379/mo. (Tello-Pool/Buseth/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson and Kidney absent]

Prescription Drug Monitoring Program

Kathy Zahn and Howard Anderson of the ND Board of Pharmacy presented the online training component of the PDMP. The Board office will notify the PDMP when a disciplinary action is taken.

Complaints

L. Ray – The Board is waiting to receive information from Minnesota Board.

[Ethics Subcommittee]

S. Meier – She requests an Administrative Hearing.

A motion was made to go into Executive Session for attorney consultation at 11:37 am. (Michels/Spooner/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson and Kidney absent]

Executive Session adjourned at 11:51 am.

J. Creed – The Board is waiting to receive information from Creed.

L. Duckwitz – Legal Counsel is waiting to receive written explanation of the working agreement with the entities and her response to the settlement agreement.

A. Johnson – **A motion was made** to hire Ken Christensen to investigate the complaint for a fee of \$90 per hour with an estimate of 5 hours and to report his findings to the Ethics Subcommittee. (Tello-Pool/Spooner/Roll Call Vote – Tello-Pool (y), Buseth (y), Spooner (y), Michels (y)) [Johnson and Kidney absent]

[Tello-Pool absent]

Disciplinary Action Update

L. Simon – No Board action required.

L. Rasmussen – Her probation ended July 13, 2011 with all conditions of probation met.

S. Henshel – She has not met the terms of the settlement agreement. A letter will be sent that she is not in compliance with the settlement agreement and if she does not comply, the Board will take further action. **[Legal Counsel]**

Administrative Rules Committee Formation

Michels, Spooner, and Buseth will work on proposed changes to include update fees, fee for transcript review, academics, code of ethics, training program renewals, and supervision.

Legislative Management’s Tribal and State Relations Committee

No further information to report. The committee was dissolved.

Clinical Training Program Oversight Committee Update

Spooner will visit Grand Forks, Bismarck, and Minot by October 1, 2011.

Trainee Compensation

Nothing to report.

Training Hour Approval Request

K. Kilen – Training hours earned before clinical trainee registration is filed and more than two academic classes remaining cannot be accepted. The Board will make a final decision when an application for licensure is submitted.

Application for Initial Licensure

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

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

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

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

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

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

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

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

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

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

Application for Licensure by Reciprocity

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

Private Practice Registration

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

IC & RC Computer Based Testing

A motion was made to proceed with on-demand computer-based testing as soon as it can be arranged. (Michels/Spooner/carried) [Johnson, Kidney, and Tello-Pool absent] **[Bd. Office]**

Clinical Supervision Registration

D. Olmstead – A motion was made to approve the application for clinical supervision. (Michels/Buseth/carried) [Johnson, Kidney, and Tello-Pool absent]

Request for Continuing Education Approval

Clinical Supervision hours for performance evaluations - A motion was made to stand by Board's previous decision of 3 hours per continuing education cycle. (Michels/Buseth/ Roll Call Vote – Froemke (y), Buseth (y), Spooner (n), Michels (y)) [Johnson, Kidney, and Tello-Pool absent] **[Bd. Office]**

Motivational Interviewing-DOCR Request for Clinical Supervision – The Board will accept Part III of Motivational Interviewing for clinical supervision hours. **[Bd. Office]**

Approval for Clinical Supervision Hours - A motion was made to have an LAC who is training to be a clinical supervisor under a registered clinical supervisor be granted 10 hours of continuing education in clinical supervision toward the initial requirements for clinical supervision where 8 documented hours of direct supervision equals 1 hour of continuing education. (Spooner/Michels/tied) (Roll Call Vote –Buseth (n), Spooner (y), Michels (y), Froemke (n)) [Johnson, Kidney, and Tello-Pool absent]

The Board will decide this when an application for clinical supervision has been received and more specific documentation is provided.

Clinical Supervision Hours for Training Trainees – The Board stated supervising trainees does not qualify for continuing education. **[Bd. Office]**

Board Appointment

Michels will complete her first full term at the end of the year. Froemke will not be reappointed as he has taken a job in Minnesota.

Next Meeting Date

October 14, 2011 10:00 am TBA

Adjourn

The meeting was adjourned at 2:05 PM.

Respectfully submitted,

Anna Johnson
President
NDBACE

Mike Froemke
Vice President
NDBACE

Nikki Owings
Executive Secretary
NDBACE