
Friday, May 15, 2026
9:00 a.m.

MONTHLY BOARD MEETING MINUTES

Board Attendees: Jeremy, Jana, Allison, Tom, Taylor

Other Attendees: Terry E, William W, Denise A, Lance E, Miranda, K Ooto, S Long, Josh M, Ashley W, Josh E, Tifani B, J Love, Jessica B, Amanda M, Brianna F, Haeley D, Brad B, Mychal C, Jennifer J, Adalia, Lisa Y, J Wolf, Cianna R, Steph J

I. Call to Order

II. Consortium Update

Denise reported 28 trainees currently in training statewide, 16 in Bismarck area. 21 graduates to date. 41 trainees expected by end of May. Forecast of 70 total graduated or in training by June 30. Academic review session and workforce summit planned last week of September, Bismarck, likely BEK Energy Center, in person only. Coalition offered help updating licensing forms once Ben is trained.

III. Consent Agenda

Member Allison motion to approve consent agenda (A and B). Seconded by Tom. Roll Call Vote: Allison-Y, Jeremy-Y, Taylor-Y, Jana-Y, Thomas-Y. Approved unanimously.

IV. Complaints

a. 2026-2

Settlement agreement approved but not confirmed sent. William to send next week.

b. Complaint 2

Litigation memo under review by civil litigation. Full board motion required for any action. Interim suspension not recommended. William to draft formal motion for June meeting.

c. 2026-3

Licensee retained counsel, claims conduct was during social work, not addiction counseling. William advised any board action would need a professionalism basis rather than a service specific violation. Jana to contact Social Work Board Chair. Terry to make e-mail introduction, copying William. Respondent communication to go through counsel.

d. Complaint 4

Complaint omitted from posted agenda. Respondent not yet notified. No action taken.

V. CEU Audit

Notification letters sent. Jana relieved of audit duty, reassigned to Thomas and Allison. Board to add renewal question on active trainee supervision. Auditors to flag any registered clinical supervisor, LCAC, or LMAC missing required supervision CEUs.

VI. Financial Update

Bank balance \$229,000, highest on record. Expected to decline to \$90,000 to \$100,000 before next renewal. No fee increase anticipated. P&L breakdown at next meeting.

VII. Administrative Rule Change Checklist

New list started. Items flagged: outdated contact information in general provisions; board composition language; graduate versus undergraduate coursework equivalency for qualifying master's holders. Placed on standing quarterly agenda.

VIII. Other Board Business

a. Board Duties

Assignment/reassignment of duties. Initial license applications: Taylor (lead), Allison (backup). Reciprocity: Tom. Private Practice: Jana. Clinical Training: Taylor (lead), Jeremy (backup). Clinical Supervision: Allison. Consortium Review: Jeremy. Complaints: Jana (lead), Allison (backup). Internships, miscellaneous, elevated priority duties: Jeremy. Transcript reviews: Administrative staff.

b. AG's Office Investigations Training

William to inquire about adding subpoena power guidance for boards.

c. South Dakota Outreach

Terry taking informational meeting on IC&RC testing.

d. Board Task Force & Next Steps

Task force reviewing all boards and commissions. NDBACE, Social Work Board, Counseling Board advocated to remain separate. Task force considering shared operations layer above boards rather than full consolidation. Board discussed possible associate level license pathway for peer support specialists. Psychiatry board opposes consolidation, will not be compelled to participate.

IX. Adjourn