Friday, January 9, 2026
9:00 AM
QUARTERLY MEETING MINUTES

Board Attendees: Jeremy Traen, Elsie Motter, Leslie Bakken Oliver, Jana Theisen, Courtney Burgad-Wifall, Taylor Hort and Thomas Frei

Other Attendees: Lance Effertz, Jesse Hauser, William Woodworth, Denise Andress, Lalisa Ward, Ryan Messer, Jana Wolf Necklace, Rhonda Diede, Jamie Belgarde

I. Call to Order - 9:02 AM

II. Review of Meeting Minutes - Vice-Chair Motter motioned to approve the minutes from the December 12, 2025 meeting. Member Frei seconded the motion. No roll call vote. Motion carried.

III. Consent Agenda - Member Frei motioned to approve Consent Agenda A, B, C, and D. Member Bakken Oliver seconded. Approved Unanimously by Roll Call Vote.

A. Clinical Training

1. Sara Bonn
2. Tessie Hamilton-Internship
3. Lalisa Ward
4. Jennifer Johnson
5. Brittney Risser
6. Alyson Vetsch
7. Craig Syverson
8. Robin Landwehr
9. Michael Huson
10. Jana Wolf Necklace
11. Christine Teeple
12. Brianna Fleck

B. Licensed Addiction Counselor

1. Leanne Hoagland
2. Alexandria Schilling
3. Melanie Sorensen
4. Caitlin Trimble
5. Heidee Hill
6. Zachary Magnuson

C. Licensed Master Addiction Counselor

1. Taylor Sorlein

D. Private Practice

1. Jesse Crosby
2. Shannon Wangsvick

IV. Discussion

A. Clinical Training

1. Toni Pippia - Member Frei motioned for 6 CEUs for Ethics and 6 CEUs for Psychopharmacology. Vice-Chair Motter seconded. Approved Unanimously by Roll Call Vote.

B. Reinstatement

1. Michael Chappo - Needs to apply for licensure. No vote.

V. Complaints

A. 2023-9 request to remove probation - Member Bakken Oliver motioned to remove probation. Vice-Chair Motter seconded. Approved Unanimously by Roll Call Vote.

B. 2025-6 - Member Frei motioned for 3 months probation, requiring 3 CEUs for Digital Access, and 3 CEUs for HIPAA. Member Bakken Oliver seconded. Approved Unanimously by Roll Call Vote.

C. 2025-7 - Member Bakken Oliver motioned to place license to practice on interim suspension for no less than 3 months. Must complete physical exam and clinical mental health evaluation and follow all recommendations. Must provide copies of exam and evaluation to the Board. Vice-Chair Motter seconded. Approved Unanimously by Roll Call Vote.

D. 2025-11 - Office staff fulfill open records request. AG letter to licensee.

E. 2025-13 - Member Theisen motioned to place license on probation through 06/30/2026. Must complete 2 training courses for HIPAA and privacy policies. Must be supervised 1 hour per week by a clinical supervisor, the supervisor must provide reports to the Board. Needs to complete a written report of ethics violation. Vice-Chair Motter seconded. Approved Unanimously by Roll Call Vote.

F. 2025-12 - Combined with Complaint 2025-7

VI. ND Coalition of Consortiums update - Denise Andress - Coalition meets 9:30 AM 2nd Tuesday of each month. Requested a member of NDBACE and a member of ESM Office Staff to attend meetings.

VII. Board Member CEU - Member Frei motioned that Board Members receive 10 CEU hours per licensure cycle, 5 as Clinical Supervision, 3 as Ethics, and to pro-rate for Members appointed to the Board mid-cycle. Member Hort seconded. Approved Unanimously by Roll Call Vote.

VIII. Process CEUs for supplementing education - Will continue to be handled on a case by case basis.

IX. Private Practice Requirements with Secretary of State - Attorney General Office - Legal Counsel Mr Woodworth advised practitioners providing services to a ND resident must be a licensed addiction counselor in ND, though the agency practitioner works for would not need to be a Registered Private Practice within ND.

X. Other Board Business - Quarterly Meeting Dates discussion - Quarterly Board Meetings will be held on the 3rd Friday of the month instead of the 2nd Friday.

XI. Adjourn

**The discussion of some of the above topics may be held in executive session rather than during the portion of the meeting that is open to the public. If this is a regular meeting, additional topics may be discussed. If this is a special or emergency meeting, the governing body's discussion will be limited to the topics and executive sessions listed above.*