NDBACE

NORTH DAKOTA BOARD OF ADDICTION COUNSELING EXAMINERS

Friday, May 23, 2025
12:00 PM

MEETING MINUTES

Board Attendees: Jeremy Traen, Karalee Harper, Taylor Hort, Leslie Bakken Oliver, Elsie Motter

Other Attendees:Terry Effertz, Bert Cline, Lance Effertz, Laura Helbling, Amanda Myhre, Denise Andress, Kelli Krieg, Ellie Papineau

I. **Call to Order: 12:02pm**

II. **Review of Meeting Minutes -** Member Harper moved to approve the minutes from the April 11, 2025 Meeting and April 30, 2025 Special Meeting. Member Hort seconded the motion. Motion carried.

III. **Consent Agenda -** Member Bakken Oliver moved to approve the Consent Agenda. Member Hort seconded the motion, Roll Call Vote Jeremy Traen-Y, Karalee Harper-Y, Elsie Motter-Y, Taylor Hart-Y, Leslie Bakken Oliver-Y. Approved unanimously.

IV. **Consent Agenda**

A. Clinical Training

1. Vanessa Pollard
2. Caitlin Wald

B. Licensed Addiction Counselor

1. Allison Robberstad Recip. (MN)
2. Danea Zaste
3. Cassandra Singh Recip-(Nevada)
4. Braden Holte

V. **Complaints**

A. Kelli Krieg-Member Bakken Oliver is not comfortable with disregarding the complaint since it was submitted anonymously and would like a legal opinion from Stephen Hanson with the Attorney General's office. Leslie wants to make sure we are following the process and what is the board's authority. Administrator Terry Efferz will reach out to attorney Steve Hanson. Update to Board at June's meeting.

B. Heather Moen-Laura updated the Board that the signed settlement agreement received no discussion needed.

VI. Other Board Business

A. Administrative Rule Discussion -Chair Traen explained that an incorrect version was sent to the Attorney General office for review so this will delay the process by 3 months. Member Harper requested that the Board Contract be reviewed and possible RFP. Member Harper would like an emergency clause from the Governor's Office. Terry Effertz will contact the Governor's office and Stephen Hanson regarding the emergency clause for the change to Registered Clinical Supervisors and how that works since public hearing was done in December 2023. Member Bakken Oliver motion to withdraw previous vote of administrative code and submit correct version. Member Motter seconded the motion, Roll Call Vote Jeremy Traen-Y, Karalee Harper-Y, Elsie Motter-Y, Taylor Hart-Y, Leslie Bakken Oliver-Y. Approved unanimously.

B. Financials-Terry Effertz reviewed financials. Terry Effertz will work with Treasurer Karalee Harper to share passwords and financial information on a regular schedule. Financial Review will be done on a Quarterly basis.

C. Ellie Papineau Inquiry -Ellie let license lapse back in 2011. Ellie was asked to provide application, fee, 2 reference letters and complete 10 hours of ASAM continuing education. A provisional license will be issued while she works to complete the ASAM hours. Once reported to the board the provisional status will be removed.

VII. Adjourn at 1:10pm

**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.*