

**SOUTH DAKOTA BOARD OF EXAMINERS OF PSYCHOLOGISTS**  
**BOARD MEETING MINUTES**  
**September 8, 2017**  
**Teleconference**

**Members Present:** Jerry Buchkoski, Ph.D., President; Sara Schilplin, Psy.D., Secretary; Matthew Christiansen, Ph.D., Member; Trisha Miller, Ph.D., Member, Karen Wiemers, Ph.D., Member; Robert Overturf, Lay Member; Alice Bruce, Lay Member

**Members Absent:** None

**Others Present:** Carol Tellinghuisen, Executive Administrator; Jill Lesselyoung, Administrative Assistant, Robert McCarthy, Senior Policy Analyst for South Dakota DSS

Buchkoski called the meeting to order at 1:00PM CST.

**Executive Session:** The board entered executive session at 1:03PM on a motion by Bruce and a second by Miller for the purpose of administering oral examinations to applicants #372 and #379. Motion carried by unanimous roll call vote. The board exited executive session at 1:49PM based on a motion by Overturf and a second by Christiansen. Motion carried by unanimous roll call vote.

Business Meeting was called to order by Buchkoski at 1:50PM.

**Corrections or Additions to the Agenda:**

**Nomination:** Motion to approve applicants #372 and #379 was made by Schilplin, seconded by Miller. Motion carried by unanimous roll call vote.

**Approval of Minutes from July 21, 2017:** Minor changes to be made. Wiemers motioned to approve minutes, Overturf seconded. Motion carried by unanimous roll call vote.

**Financial Update:**

Tellinghuisen reported on the finances through July 31, 2017. Current revenue is \$5,000; Expenses are \$8,243.81; Cash Balance is \$88,026.03.

**Update on RFP Executive Administrator:** The RFP for Executive Administrator has been issued. There have not been any inquiries thus far. The award decision is anticipated to be made on Oct 11. All proposals are due before September 27. A scoring system will be utilized to rank proposals if there is more than one proposal. The purpose of the scoring system is to obtain factual data to substantiate the selection.

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**Complaints:** Complaint #214 assigned to Miller, status is pending. Final consultation with attorney is needed before conclusions will be made.

**Application for re-licensure 2017-1 update:** Applicant was sent a letter from the board relaying that, in an effort to protect the public, the South Dakota's Board Order web page will list applicant as having been reprimanded by Maine. A link to the Decision and Order from the State of Maine will be added to South Dakota's Board Order website. Applicant was provided with an option to protest. This option is 30 days exceeded so the board with following through with having the public statement and link posted to website as of Sept 15.

**Applicant for Re-licensure #2017-2:** The decision was made to re-license applicant; however, applicant will be required to immediately notify the SD Board of Examiners of Psychologists of any action taken against applicant's license in another state. To our knowledge, applicant has not made any violations in applicant's practice in South Dakota. Additionally, if applicant is reprimanded in any other state, the state of South Dakota will make this information publically available on the Board Order website. Wiemers moved and Overturf seconded to re-license applicant 2017-2 in the State of South Dakota.

**Any other business:** Any other business will be followed up with at next meeting.

**Date of next meeting:** The next meeting will be tentatively held on Friday, Oct. 13, 2017 at 8:30 AM CT in Sioux Falls, SD. Any business that needs to be addressed prior to this date will take place via teleconference.

Motion to adjourn was made by Wiemers, seconded by Bruce at 2:18 PM CT. Motion carried by unanimous roll call vote.

Respectfully Submitted,

Dr. Sara B. Schilplin, Psy.D., LP  
Secretary