

**South Dakota Board of Addiction and Prevention Professionals
Via Videoconference
February 4, 2021**

President Hartman called the meeting to order at 10:30 am central and determined a quorum.

Board Members Present via Videoconference: Nicole Bowen, Stacy Gorman, Amy Hartman, Kristi Jacobsma, Donald McCoy and Jill Viedt

Board Members Absent: Terri Brown, Ellen Feiner, Kara Graveman

Others Present via Videoconference: Jennifer Stalley, Executive Secretary; Karen Cudmore, administrative staff; Ryan Loker, Board Legal Counsel, Department of Social Services, Marilyn Kinsman, Department of Social Services, Brenda Tidball-Zeltinger, Department of Social Services, Dee Le Beau, Great Plains American Indian Credentialing Board, Terry Dosch, South Dakota Council of Community Behavioral Health

Motion to approve the proposed agenda by McCoy. Seconded by Bowen. The Board voted by roll call. Hartman, Viedt, Bowen, Gorman, Jacobsma and McCoy voted aye. **Motion carried.**

Hartman asked for comments from the public. There were no comments offered.

Motion to approve the meeting minutes of November 12, 2020 by Viedt. Seconded by McCoy. The Board voted by roll call. Hartman, Viedt, Bowen, Gorman, Jacobsma and McCoy voted aye. **Motion carried.**

Motion to accept the financial report as of December 31, 2020 by Gorman. Seconded by Jacobsma. The Board voted by roll call. Hartman, Viedt, Bowen, Gorman, Jacobsma and McCoy voted aye. **Motion carried.**

Motion to approve the proposed Memorandum of Agreement between Great Plains American Indian Credentialing Board and the SD Board of Addiction and Prevention Professionals by Jacobsma. Seconded by Viedt. The Board voted by roll call. Hartman, Viedt, Bowen, Gorman, Jacobsma and McCoy voted aye. **Motion carried.**

Stalley provided an office update. Beginning January 1st, the office changed the format of the renewal certificates issued. The format allows for easier display by the licensee, access to wallet cards and a receipt for the licensee for the renewal fee. Stalley discussed the proposed changes to the Board's complaint process. A formal policy will be presented at the next meeting for consideration and adoption.

The Board discussed the frequency of testing for candidates for licensure. Currently, applicants can test two times per year. The Board discussed making that availability more frequent. Options for adding additional testing frequency will be considered as part of the process to update administrative rules.

The Board discussed forming a workgroup to review the statutes and administrative rules concerning addiction and prevention professionals and a workgroup to review the Board's application forms. Hartman requested Board members to let the office know of their interest in serving on a workgroup.

Stalley provided an update on pending legislation impacting the Board, including HB1014 and HB1077. The Board will review any adopted legislative changes at the next meeting.

Motion to approve the revised Addiction Counselor Trainee Recognition and Addiction Counselor Trainee Renewal application forms by McCoy. Seconded by Gorman. The Board voted by roll call. Hartman, Viedt, Bowen, Gorman, Jacobsma and McCoy voted aye. **Motion carried.**

Motion to adopt the revised Pre-Approved Sponsors for Continuing Professional Training and add the Department of Health as a pre-approved sponsor for professional training by Jacobsma. Seconded by Bowen. The Board voted by roll call. Hartman, Viedt, Bowen, Gorman, Jacobsma and McCoy voted aye. **Motion carried.**

Stalley provided an update on an online database option. The Board requested additional information for consideration at the next meeting.

The Board's next meeting is scheduled for May 6, 2021 via teleconference.

Motion to adjourn by Bowen. Seconded by Viedt. The Board voted by roll call. Hartman, Viedt, Bowen, Gorman, Jacobsma and McCoy voted aye. **Motion carried.**

The Board adjourned at 12:30 pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Nicole Bowen', written over a horizontal line.

Nicole Bowen, Secretary