



South Dakota Board of Examiners for Counselors & Marriage and Family Therapists

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South Dakota Board of Examiners for Counselors & Marriage and Family Therapists
Via Videoconference
April 9, 2021

President Rice Brinkworth called the meeting to order at 9:01 am central and determined a quorum.

Board Members Present via Videoconference: Sherry Bartels, Tiffany Butler, Bobbi Brown, Cheryl Hartman, Roswitha Konz, Woody Schrenk, Jay Trenhaile, Jeff Wangen and Lynell Rice Brinkworth

Board Members Absent: None.

Others Present via Videoconference: Jennifer Stalley, Executive Secretary; Karen Cudmore, administrative staff; Erin Handke, Assistant Attorney General; Ryan Loker, Board Legal Counsel, Department of Social Services, and Marilyn Kinsman, Department of Social Services

Motion to approve the proposed agenda by Trenhaile. Seconded by Butler. The Board voted by roll call. Rice Brinkworth, Butler, Bartels, Brown, Hartman, Schrenk, Trenhaile and Wangen voted aye. Konz was absent. **Motion carried.**

Rice Brinkworth asked for comments from the public. There were no comments offered.

Motion to approve the meeting minutes of January 29, 2021 by Wangen. Seconded by Hartman. The Board voted by roll call. Rice Brinkworth, Butler, Bartels, Brown, Hartman, Konz, Schrenk, Trenhaile and Wangen voted aye. **Motion carried.**

Motion to accept the financial report as of February 27, 2021 by Brown. Seconded by Konz. The Board voted by roll call. Rice Brinkworth, Butler, Bartels, Brown, Hartman, Konz, Schrenk, Trenhaile and Wangen voted aye. **Motion carried.**

Motion to go into executive session for consideration of contested cases and contractual matters at 9:11 am by Konz. Seconded by Butler. The Board voted by roll call. Rice Brinkworth, Butler, Bartels, Brown, Hartman, Schrenk, Trenhaile and Wangen voted aye. **Motion carried.** Konz was excused from a portion of the executive session.

Rice Brinkworth declared the Board out of executive session at 10:46 am.

Motion to adopt the proposed Findings of Fact, Conclusions of Law and Order in the matter of R. Meyers with clarifications to Finding of Fact 17 and Order 5 by Wangen. Seconded by Butler. The Board voted by roll call. Rice Brinkworth, Butler, Bartels, Brown, Hartman, Schrenk, Trenhaile and Wangen voted aye. Konz abstained. **Motion carried.**

Motion to dismiss Complaint 2021-01 by Butler. Seconded by Trenhaile. The Board voted by roll call. Rice Brinkworth, Butler, Bartels, Brown, Hartman, Konz, Trenhaile and Wangen voted aye. Schrenk abstained. **Motion carried.**

Stalley provided an update on Executive Order 2020-34 which is set to expire on June 30, 2021. All LPC-MH licensees who were issued a license pending NCMHCE exam have completed and passed the exam. Two LPC Plan of Supervision supervisees who will need to complete the NCE exam prior to applying for licensure. Moving forward, all applicants are required to take the respective examinations before being issued a plan of supervision or LPC-MH license.

Stalley provide the Board an update on the licensee database. Work is underway on the electronic application and reviewer options. This is the second phase of the database development. The completion of the first phase necessitated a revision to the Board's Records Retention Policy. Files are now filed by licensee ID numbers rather than last names. Board staff presented draft changes to the Board's Records Retention Policy based on the filing system updates.

Motion for Board staff to work with the Department of Social Services on finalizing the Records Retention Policy by Butler. Seconded by Brown. The Board voted by roll call. Rice Brinkworth, Butler, Bartels, Brown, Hartman, Konz, Schrenk, Trenhaile and Wangen voted aye. **Motion carried.**

Motion to renew the contract with Midwest Solutions for executive and administrative services with a 3% increase in the contract by Trenhaile. Seconded by Butler. The Board voted by roll call. Rice Brinkworth, Butler, Bartels, Brown, Hartman, Konz, Schrenk, Trenhaile and Wangen voted aye. **Motion carried.**

Kinsman noted no additional updates from the Department of Social Services.

The Board's next meeting is scheduled for August 27, 2021 at 10:00 am (central) in Pierre.

Motion to adjourn by Brown. Seconded by Trenhaile. The Board voted by roll call. Rice Brinkworth, Butler, Bartels, Brown, Hartman, Konz, Schrenk, Trenhaile and Wangen voted aye. **Motion carried.**

The Board adjourned at 11:15 am.

Respectfully Submitted,

Jennifer Stalley, Executive Secretary