



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
Best Western Plus Ramkota Hotel and Conference Center

Conference Room #1

3200 West Maple Street, Sioux Falls

or

Via Videoconference

May 2, 2025

President Butler called the meeting to order at 1:01 pm central and determined a quorum.

Board Members Present in Person: Tiffany Butler, Mary Guth, and Stacy Solsaa

Board Members Present via Videoconference: Maureen Gustafson, Amy Hartman, Jill Janecke, Jay Trenhaile, and Jeff Wangen

Board Members Absent: None.

Others Present in Person: Jennifer Stalley, Executive Secretary; Natalie Young, Administrative Assistant

Others Present via Videoconference: Court Roper, Board Legal Counsel, Department of Social Services; Erin Handke, Assistant Attorney General; Tracy Mercer, Department of Social Services

Motion to approve the proposed agenda with the order of the agenda to be modified to accommodate attendees by Guth. Seconded by Solsaa. **Motion carried.**

Butler asked for comments from the public. No one from the public was present.

Motion to approve the meeting minutes of March 7, 2025 by Hartman. Seconded by Janecke. **Motion carried.**

Motion to accept the financial report as of March 31, 2025 by Wagan. Seconded by Hartman. **Motion carried.**

Motion to go into executive session for the purposes noticed at 1:09 pm by Guth. Seconded by Solsaa. **Motion carried.**

Butler declared the Board out of executive session at 2:03 pm.

Motion to dismiss Complaint 2024-14 by Guth. Seconded by Wangen. **Motion carried.**

Motion to dismiss Complaint 2025-01 by Hartman. Seconded by Trenhaile. **Motion carried.** Janecke was recused.

Motion to dismiss Complaint 2025-02 by Guth. Seconded by Wangen. **Motion carried.**

Motion to consolidate Complaint 2025-03 and Complaint 2025-05 and defer action by Butler. Seconded by Solsaa. **Motion carried.**

Motion to dismiss complaint 2025-04 by Solsaa. Seconded by Guth. **Motion carried.**

Motion to dismiss complaint 2025-06 by Gustafson. Seconded by Wangen. **Motion carried.**

Stalley provided an update on the Counseling Compact and the background check application status.

Motion to renew the contract with Midwest Solutions for executive services with a 3% increase by Trenhaile. Seconded by Wangen. **Motion carried.**

Motion to renew the contract with Albertsen Consulting for database software under the same terms as the current contract by Trenhaile. Seconded by Guth. **Motion carried.**

Stalley provided the Board with an update on the data sharing requirements for the Counseling Compact.

Stalley provided an office update. The 2024 renewal continuing education audits were completed. The Board discussed a supervisor expectations communication to inform supervisors of their role in the licensure process. The Board also discussed representation at the annual AMFTRB Meeting in September 2025.

Stalley thanked Jill Janecke for her time served on the Board. Janecke is stepping back from the Board due to time constraints. The Board thanked Jill for her contributions during her time on the Board.

Mercer provided the Board with a Department update.

The Board announced its next meeting is scheduled for September 5, 2025 at 9:00 am (central) via Zoom.

Motion to adjourn at 2:31 pm by Trenhaile. Seconded by Solsaa. **Motion carried.**

Respectfully Submitted,



Jennifer Stalley, Executive Secretary