



South Dakota
Department of
Social Services

**South Dakota Board of Addiction
and Prevention Professionals**

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South Dakota Board of Addiction and Prevention Professionals

Friday, June 13, 2025 – 9:00 AM CST

Via ZOOM

<https://us02web.zoom.us/j/81732662947?pwd=jkUjRVZCr21jdFf1m4QRjH89a0X4KU.1>

Meeting ID: 817 3266 2947

Passcode: 677826

Proposed Meeting Agenda

- 1) Call to Order
- 2) Approval of Agenda
- 3) Open Forum: *5 minutes for the public to address the Board*
- 4) Introduction of new Board Members
- 5) Approval of Minutes: April 28, 2025
- 6) Approval of Financial Statement: May 31, 2025
- 7) New Business
 - a. Hearing In the Matter of the Application for ACT Status of Ronnie Skjonsberg
 - b. Hearing In the Matter of the Licensure of Jennifer Hansen, ACT
 - c. Hearing In the Matter of Ashlee Pray, LAC
- 8) Executive Session (Pursuant to SDCL 1-25-2(3) for consultation with legal counsel for consideration of proposed contested cases or litigation and contract negotiations)
- 9) Old Business
 - a. Administrative Rule Change Discussion
 - b. USD Social Work Course Review
 - c. NAADAC Code of Ethics Revision
- 10) Other Business
 - a. Office Update
 - b. DSS Update
- 11) Announcements
 - a. Next Board Meeting: September 26, 2025 at 9:00 am (CT)

12) Adjourn

**South Dakota Board of Addiction and Prevention Professionals
Via Videoconference
April 28, 2025**

President Kristi Jacobsma called the meeting to order at 9:01 a.m. central and determined a quorum.

Board Members Present: Jodi Hepperle, Kristi Jacobsma, Kari Johnston, Tiffany Kashas, Kari Termansen, and Jennifer Tinguely

Board Members Absent: Kelsey Smith

Others Present: Jennifer Stalley, Executive Secretary; Natalie Young, Administrative Assistant; Court Roper, Board Legal Counsel, Department of Social Services; Erin Handke, Assistant Attorney General; Tracy Mercer, Department of Social Services; and Kelsey Hansen, Member of the Public.

Motion to approve the proposed agenda by Tinguely. Seconded by Termansen. **Motion carried.**

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

Motion to approve the meeting minutes of December 13, 2024 by Johnston. Seconded by Kashas. **Motion carried.**

Motion to accept the March 31, 2025 financial report as presented by Hepperle. Seconded by Tinguely. **Motion carried.**

Motion to go into executive session for consultation with legal counsel for consideration of proposed contested cases for litigation at 9:10 a.m. by Kashas. Seconded by Tinguely. **Motion carried.**

Jacobsma declared the Board out of executive session at 10:09 a.m.

Motion to consolidate Complaints 2024-10 and 2024-13 and move to a hearing by Johnston. Seconded by Termansen. **Motion carried.**

Motion to consolidate Complaints 2024-12 and 2025-01 and move to a hearing by Jacobsma. Seconded by Tinguely. **Motion carried.**

Motion to dismiss Complaint 2025-02 by Hepperle. Seconded by Johnston. **Motion carried.**

Motion to consolidate Complaints 2025-03 and 2025-05 and defer by Jacobsma. Seconded by Hepperle. **Motion carried.**

The Board discussed possible administrative rule changes including supervisor requirements for trainees; practice settings for trainees; IC&RC membership; direct testing for required examinations; core curriculum for CAC and LAC; and education and work requirements for CAC, LAC, and CPS. The Board directed Stalley to bring draft language consistent with the discussions at the next meeting.

The Board discussed the NAADAC Code of Ethics revisions. The revised version of the Code of Ethics goes into effect July 1, 2025.

Motion to approve the LAC status upgrade application by Johnston. Seconded by Hepperle. **Motion carried.**

The Board discussed the academic requirements for PST and CPS. No action was taken.

The Board discussed the University of South Dakota Social Work Program curriculum. No action was taken.

Motion to approve the Prevention Technology Transfer Center as an approved continuing education provider by Kashas. Seconded by Termansen. **Motion carried.**

Motion to approve a contract with Midwest Solutions consistent with Midwest Solutions' proposal submitted pursuant to the Board's Request for Proposals by Kashas. Seconded by Tinguely. **Motion carried.**

Motion to renew the contract with Albertsen Consulting under the same terms as the current contract by Hepperle. Seconded by Kashas. **Motion carried.**

Stalley provided an office update. Stalley reminded the Board that 2025 is a renewal year and the office will notify licensees of continuing education requirements for renewing licenses when renewal opens in October 2025.

Mercer provided an update from the Department of Social Services. The Department continues to work on appointments for open board positions.

The Board's next meeting date is June 13, 2025 at 9:00 a.m. CT via zoom.

Motion to adjourn by Kashas. Seconded by Johnson. **Motion carried.**

The Board adjourned at 11:30 a.m.

Respectfully Submitted,

Jodi Hepperle, Secretary

SOCIAL SERVICES -- Summary

FY 2025 Version -- AS -- Budgeted and Informational

FY Remaining: 8.5 %

0894 Board of Addiction & Prevent Prof - Info							PC
Subobject	Operating	Expenditures	Encumbrances	Commitments	Remaining		AVL
EMPLOYEE SALARIES							
5101010 F-t Emp Sal & Wages	5,307	0	0	0	5,307	100.0	
5101030 Board & Comm Mbrs Fees	6,824	4,980	0	0	1,844	27.0	
Subtotal	12,131	4,980	0	0	7,151	58.9	
EMPLOYEE BENEFITS							
5102010 Oasi-employer's Share	1,308	381	0	0	927	70.8	
5102020 Retirement-er Share	652	0	0	0	652	100.0	
5102060 Health Insurance-er Share	733	0	0	0	733	100.0	
5102080 Worker's Compensation	456	0	0	0	456	100.0	
5102090 Unemployment Compensation	38	0	0	0	38	100.0	
Subtotal	3,187	381	0	0	2,806	88.0	
51 Personal Services							
Subtotal	15,318	5,361	0	0	9,957	65.0	
TRAVEL							
5203030 Auto-priv (in-st.) H/rte	1,517	1,224	0	0	293	19.3	
5203100 Lodging/in-state	1,168	89	0	0	1,079	92.4	
5203120 Incidentals-travel-in St.	50	0	0	0	50	100.0	
5203140 Meals/taxable/in-state	361	6	0	0	355	98.3	
5203150 Non-taxable Meals/in-st	300	26	0	0	274	91.3	
5203260 Air-comm-out-of-state	1,200	0	0	0	1,200	100.0	
5203280 Other-public-out-of-state	125	0	0	0	125	100.0	
5203300 Lodging/out-state	1,455	0	0	0	1,455	100.0	
5203350 Non-taxable Meals/out-st	475	0	0	0	475	100.0	
Subtotal	6,651	1,345	0	0	5,306	79.8	
CONTRACTUAL SERVICES							
5204020 Dues & Membership Fees	2,448	0	0	0	2,448	100.0	
5204050 Computer Consultant	625	0	0	0	625	100.0	
5204080 Legal Consultant	16,830	0	0	0	16,830	100.0	
5204090 Management Consultant	117,825	110,367	14,493	0	-7,035	0.0	
5204130 Other Consulting	0	16,090	1,575	0	-17,665	0.0	
5204160 Workshop Registration Fee	550	0	0	0	550	100.0	
5204201 Central Services	4,726	3,294	0	0	1,432	30.3	
5204203 Central Services	20	0	0	0	20	100.0	
5204204 Central Services	154	399	0	0	-245	0.0	
5204207 Central Services	1,788	699	0	0	1,089	60.9	

Expenditures current through 05/31/2025 12:20:44 PM

SOCIAL SERVICES -- Summary

FY 2025 Version -- AS -- Budgeted and Informational

FY Remaining: 8.5 %

0894 Board of Addiction & Prevent Prof - Info

Subobject	Operating	Expenditures	Encumbrances	Commitments	Remaining	PC AVL
5204460 Equipment Rental	2,800	0	0	0	2,800	100.0
5204490 Rents-private Owned Prop.	11,478	0	0	0	11,478	100.0
5204530 Telecommunications Srvc	2,100	0	0	0	2,100	100.0
5204550 Garbage & Sewer	120	0	0	0	120	100.0
5204590 Ins Premiums & Surety Bds	1,110	1,800	0	0	-690	0.0
5204960 Other Contractual Service	3,200	5,965	0	0	-2,765	0.0
Subtotal	165,774	138,614	16,068	0	11,092	6.7

SUPPLIES & MATERIALS

5205020 Office Supplies	1,250	65	0	0	1,185	94.8
5205028 Office Supplies	0	364	0	0	-364	0.0
5205300 Trophies & Awards	155	0	0	0	155	100.0
5205310 Printing-state	0	209	0	0	-209	0.0
5205328 Printing-commercial	1,000	0	0	0	1,000	100.0
5205350 Postage	1,900	870	0	0	1,030	54.2
Subtotal	4,305	1,508	0	0	2,797	65.0

CAPITAL OUTLAY

5207491 Telephone Equipment	175	0	0	0	175	100.0
Subtotal	175	0	0	0	175	100.0

52 Operating

Subtotal	176,905	141,467	16,068	0	19,370	10.9
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Total	192,223	146,828	16,068	0	29,327	15.3
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STATE OF SOUTH DAKOTA
CASH CENTER BALANCES
AS OF: 05/31/2025AGENCY: 08 SOCIAL SERVICES
BUDGET UNIT: 0894 BOARD OF ADDICTION & PREVENT PROF - INFO

COMPANY	CENTER	ACCOUNT	BALANCE	DR/CR	CENTER DESCRIPTION
6503	0894000721	1140000	48,444.88	DR	BOARD FOR ALCOHOL & DRUG PROFESSIONALS
COMPANY/SOURCE TOTAL 6503 721			48,444.88	DR *	
COMP/BUDG UNIT TOTAL 6503 0894			48,444.88	DR **	
BUDGET UNIT TOTAL 0894			48,444.88	DR ***	
AGENCY TOTAL 08			27,377,689.41	DR ****	

BUDGET UNIT 0894

AVAILABLE FUNDS
AS OF: 05/31/2025
FY YEAR REMAINING: 8.5%
PAY DAYS REMAINING: 1

MONTHLY

PAGE 1,595

DATE 05/31/2025

BUDGET UNIT NAME BOARD OF ADDICTION & PREVENT PROF - INFO

COMP	ORIGINAL APPROPRIATION	APPROPRIATION TRANSFERS	YEAR-TO-DATE COMMITMENTS	YEAR-TO-DATE ENCUMBRANCES	YEAR-TO-DATE EXPENDITURES	AVAILABLE APPROPRIATIONS	CASH BALANCE
6503-I	192,223.00	0.00	0.00	16,068.33	146,827.80	29,326.87	48,444.88
BUDGETED TOT	192,223.00	0.00	0.00	16,068.33	146,827.80	29,326.87	
ALL COMP TOT	192,223.00	0.00	0.00	16,068.33	146,827.80	29,326.87	

TOTAL BUDGETED:

OBJECT OF EXPENDITURE	AMOUNT BUDGETED	COMMITMENTS YEAR-TO-DATE	ENCUMBRANCES YEAR-TO-DATE	EXPENDITURES MONTHLY	EXPENDITURES YEAR-TO-DATE	BUDGET AVAILABLE	PCT AVL
5101 EMPLOYEE SALARIES	12,131.00	0.00	0.00	996.00	4,980.00	7,151.00	58.9
5102 EMPLOYEE BENEFITS	3,187.00	0.00	0.00	76.14	381.33	2,805.67	88.0
5203 TRAVEL	6,651.00	0.00	0.00	0.00	1,344.97	5,306.03	79.8
5204 CONTRACTUAL SVCS	165,774.00	0.00	16,068.33	12,526.12	138,614.07	11,091.60	6.7
5205 SUPPLIES & MATRLS	4,305.00	0.00	0.00	93.90	1,507.43	2,797.57	65.0
5207 CAPITAL OUTLAY	175.00	0.00	0.00	0.00	0.00	175.00	100.0
TOTALS	192,223.00	0.00	16,068.33	13,692.16	146,827.80	29,326.87	15.3

BREAKOUT BY COMPANY:

COMPANY 6503-I PROFESSIONAL & LICENSING BOARDS

5101000 EMPLOYEE SALARIES	12,131.00	0.00	0.00	996.00	4,980.00	7,151.00	58.9
5102000 EMPLOYEE BENEFITS	3,187.00	0.00	0.00	76.14	381.33	2,805.67	88.0
5203000 TRAVEL	6,651.00	0.00	0.00	0.00	1,344.97	5,306.03	79.8
5204000 CONTRACTUAL SVCS	165,774.00	0.00	16,068.33	12,526.12	138,614.07	11,091.60	6.7
5205000 SUPPLIES & MATRLS	4,305.00	0.00	0.00	93.90	1,507.43	2,797.57	65.0
5207000 CAPITAL OUTLAY	175.00	0.00	0.00	0.00	0.00	175.00	100.0
PS SUBTOTALS	15,318.00	0.00	0.00	1,072.14	5,361.33	9,956.67	65.0
OE SUBTOTALS	176,905.00	0.00	16,068.33	12,620.02	141,466.47	19,370.20	10.9
COMPANY 6503-I TOT	192,223.00	0.00	16,068.33	13,692.16	146,827.80	29,326.87	15.3

STATE OF SOUTH DAKOTA
MONTHLY EXPENDITURE REPORT
FOR PERIOD ENDING: 05/31/2025

AGENCY 08 SOCIAL SERVICES
BUDGET UNIT 0894 BOARD OF ADDICTION & PREVENT PROF - INFO

COMP	CENTER	ACCOUNT	DOCUMENT NUMBER	POSTING DATE	JV APPVL #, OR PAYMENT #	SHORT NAME	VENDOR NUMBER	VENDOR GROUP	AMOUNT	DR/ CR
COMPANY NO 6503										
COMPANY NAME PROFESSIONAL & LICENSING BOARDS										
6503	0894000721	510103000	CGEX250513	05/16/2025					996.00	DR
	OBJSUB:	5101030							996.00	DR **
	OBJECT:	5101 EMPLOYEE SALARIES							996.00	DR ***
6503	0894000721	510201000	CGEX250513	05/16/2025					76.14	DR
	OBJSUB:	5102010							76.14	DR **
	OBJECT:	5102 EMPLOYEE BENEFITS							76.14	DR ***
	GROUP:	51 PERSONAL SERVICES							76.14	DR ***
6503	0894000721	520409000	25SC081011-APR	05/16/2025	00969357	MIDWESTSOL	12199902		1,072.14	DR ****
	OBJSUB:	5204090							9,943.74	DR
6503	0894000721	520420100	FM503051	05/21/2025					9,943.74	DR **
	OBJSUB:	5204201							782.29	DR
6503	0894000721	520459000	CS503017	05/21/2025					782.29	DR **
6503	0894000721	520459000	PE503017	05/21/2025					252.09	DR
	OBJSUB:	5204590							1,548.00	DR
	OBJECT:	5204 CONTRACTUAL SERVICES							1,800.09	DR **
6503	0894000721	520535000	MS504031	05/21/2025					12,526.12	DR ***
	OBJSUB:	5205350							93.90	DR
	OBJECT:	5205 SUPPLIES & MATERIALS							93.90	DR **
	GROUP:	52 OPERATING EXPENSES							93.90	DR ***
	COMP:	6503							12,620.02	DR ****
	CNTR:	0894000721							13,692.16	DR *
	CNTR:	089400072							13,692.16	DR *****
	CNTR:	0894000							13,692.16	DR *****
	B. UNIT:	0894							13,692.16	DR *****
	AGENCY:	08							133,113,502.10	DR *****

STATE OF SOUTH DAKOTA
MONTHLY OBJECT/SUB-OBJECT REPORT BY BUDGET UNIT
FOR PERIOD ENDING: 05/31/2025

AGENCY 08 SOCIAL SERVICES
BUDGET UNIT 0894 BOARD OF ADDICTION & PREVENT PROF - INFO

CENTER	COMP	ACCOUNT	DESCRIPTION	CURRENT MONTH	YEAR-TO-DATE	
COMPANY NO 6503						
COMPANY NAME PROFESSIONAL & LICENSING BOARDS						
0894000721	6503	510103000	BOARD & COMM MBRS FEES	996.00	4,980.00	
ACCT: 5101		EMPLOYEE SALARIES		996.00	4,980.00	*
0894000721	6503	510201000	OASI-EMPLOYER'S SHARE	76.14	381.33	
ACCT: 5102		EMPLOYEE BENEFITS		76.14	381.33	*
ACCT: 51		PERSONAL SERVICES		1,072.14	5,361.33	**
0894000721	6503	520303000	AUTO-PRIV (IN-ST.) H/RTE	.00	1,224.00	
0894000721	6503	520310000	LODGING/IN-STATE	.00	88.97	
0894000721	6503	520314000	TAXABLE MEALS/IN-STATE	.00	6.00	
0894000721	6503	520315000	NON-TAXABLE MEALS/IN-ST	.00	26.00	
ACCT: 5203		TRAVEL		.00	1,344.97	*
0894000721	6503	520409000	MANAGEMENT CONSULTANT	9,943.74	110,366.67	
0894000721	6503	520413000	OTHER CONSULTING	.00	16,090.00	
0894000721	6503	520420100	BFM CENTRAL SERVICES	782.29	3,294.09	
0894000721	6503	520420400	RECORDS MGMT SERVICES	.00	399.00	
0894000721	6503	520420700	HUMAN RESOURCES SERVICES	.00	699.22	
0894000721	6503	520459000	INS PREMIUMS & SURETY BDS	1,800.09	1,800.09	
0894000721	6503	520496000	OTHER CONTRACTUAL SERVICE	.00	5,965.00	
ACCT: 5204		CONTRACTUAL SERVICES		12,526.12	138,614.07	*
0894000721	6503	520502000	OFFICE SUPPLIES	.00	64.50	
0894000721	6503	520502800	OFFICE SUPPLIES	.00	364.00	
0894000721	6503	520531000	PRINTING-STATE	.00	209.10	
0894000721	6503	520535000	POSTAGE	93.90	869.83	
ACCT: 5205		SUPPLIES & MATERIALS		93.90	1,507.43	*
ACCT: 52		OPERATING EXPENSES		12,620.02	141,466.47	**
COMP: 6503				13,692.16	146,827.80	***
CNTR: 0894000721				13,692.16	146,827.80	****
CNTR: 089400072				13,692.16	146,827.80	*****
CNTR: 0894000				13,692.16	146,827.80	*****
B UNIT: 0894				13,692.16	146,827.80	*****
AGENCY: 08				133,113,502.10	1,639,417,297.78	*****