

**South Dakota Board of Addiction and Prevention Professionals  
Department of Social Services Conference Room, Pierre, SD  
June 17, 2024**

President Viedt called the meeting to order at 10:31 a.m. central and determined a quorum.

**Board Members Present:** Jill Viedt, Nicole Bowen, Kelsey Smith, Jodi Hepperle, Kristi Jacobsma, Kari Johnston, Tiffany Kashas, and Kari Termansen.

**Others Present:** Jennifer Stalley, Executive Secretary; 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 by Smith. Seconded by Jacobsma. **Motion carried.**

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

Motion to approve the meeting minutes of April 15, 2024 with a correction, by Smith. Seconded by Bowen. **Motion carried.**

Motion to accept the May 31, 2024 financial report as presented by Jacobsma. Seconded by Johnston. **Motion carried.**

Motion to go into executive session for consideration of contested cases at 10:44 a.m. by Smith. Seconded by Hepperle. **Motion carried.**

Viedt declared the Board out of executive session at 11:38 a.m.

Motion to adopt the Findings of Fact and Conclusions of Law and Final Order in the Consolidated Matter of Complaints Nos. 2023-07, 2023-08, 2023-07-36-1C and 2023-08-36-1C by Smith. Seconded by Johnston. **Motion carried.** Jacobsma recused.

Motion to move Complaint 2024-01 to a hearing by Viedt. Seconded by Bowen. **Motion carried.** Jacobsma recused.

Motion to dismiss Complaint 2024-03 by Kashas. Seconded by Smith. **Motion carried.**

Motion to dismiss Complaint 2024-05 by Johnston. Seconded by Bowen. **Motion carried.**

Motion to dismiss Complaint 2024-06 by Smith. Seconded by Jacobsma. **Motion carried.**

Motion to dismiss Complaint 2024-07 by Jacobsma. Seconded by Hepperle. **Motion carried.**

Motion to approve payment of up to \$15,665 to Albertson Consulting for invoiced software licensing, support and maintenance for the Board's database by Jacobsma. Seconded by Bowen. **Motion carried.**

Motion to renew a contract with Albertson Consulting for software licensing, support and maintenance of the Board's database for fiscal year 2025 up to a total of \$7,500 by Smith. Seconded by Jacobsma. **Motion carried.**

Motion to renew a contract with Midwest Solutions for executive services with a 4% increase for the services plus up to \$7,500 in reimbursement for Board expenses by Kashas. Seconded by Smith. **Motion carried.**

The Board discussed several areas of the certification and licensing process to identify possible changes to policy or administrative rules. Stalley was instructed to draft possible policy or rule changes consistent with the discussion for review at the next meeting.

Motion by Hepperle to approve the proposed revisions to the ACT/PST application, the ACT/PST supervision and work experience tracking forms, the CAC/LAC/CPS application, and the retesting application. Seconded by Bowen. **Motion carried.**

Motion by Hepperle that an applicant for a CAC or LAC meets the national examination requirement for certification or licensure by passing one of the board-approved International Certification & Reciprocity Examinations (ADC or AADC) or one of the National Certification Commission for Addiction Professionals Examinations (NAADC Level I, NAADC Level II or MAC). Seconded by Johnston. **Motion carried.**

Motion to accept courses from National Addiction Studies Accreditation Commission approved programs without the need for a course review by Jacobsma, Seconded by Johnston. **Motion carried.**

Stalley provided an office update.

Mercer provided an update from the Department.

Stalley reminded the Board the next Board meeting is set for Friday, September 6<sup>th</sup> at 9:00 a.m. (central) via zoom

Motion to adjourn by Johnston. Seconded by Jacobsma. **Motion carried.**

The Board adjourned at 1:35 p.m.

Respectfully Submitted,

---

Kelsey Smith, Secretary