



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  
August 27, 2021

*NOTE: For purpose of continuity, the following minutes are not necessarily in chronological order*

President Rice Brinkworth called the meeting to order at 10:01 am central and determined a quorum.

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

**Board Members Absent:** Sherry Bartels.

**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 Konz. Seconded by Hartman. **Motion carried.**

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

Motion to approve the meeting minutes of April 9, 2021 by Trenhaile. Seconded by Schrenk. **Motion carried.**

Motion to accept the financial report as of June 30, 2021 by Brown. Seconded by Hartman. **Motion carried.**

Motion to go into executive session for consideration of contested cases and contractual matters at 10:10 am by Butler. Seconded by Schrenk. **Motion carried.**

Rice Brinkworth declared the Board out of executive session at 11:02 am.

Rice Brinkworth noted the time and place for the Licensure by Endorsement application hearing of J. Dahl. Dahl appeared before the Board and presented information concerning her application for licensure by endorsement.

Motion to go into executive session for consideration of contested cases and contractual matters at 11:40 am by Brown. Seconded by Hartman. **Motion carried.**

Rice Brinkworth declared the Board out of executive session at 12:46 pm.

Motion to issue a proposed settlement for Complaint 2021-02 by Schrenk. Seconded by Wangen. **Motion carried.** Butler was recused.

Motion to dismiss Complaint 2021-03 and forward appropriate information to the Minnehaha County State's Attorney by Brown. Seconded by Konz. **Motion carried.** Trenhaile abstained.

Stalley provided an update on the expiration of Executive Order 2020-34. The executive order has expired. A limited number of licensees used the provision of the order to be licensed initially. All are now fully licensed with their passage of the required national examination.

The Board discussed the implementation of SDCL 36-1C. The Board noted it will adjust the timeline for complaint responses to comply with SDCL 36-1C.

Motion to deem being currently licensed for at least three years, passage of the required national examination, and active practice for at least three years as demonstrating professional competency and substantial equivalency for purposes of licensure by endorsement pursuant to SDCL 36-1D-1 (1) and (2) by Trenhaile. Seconded by Konz. **Motion carried.**

Stalley provided the Board with an update on the Records Retention Policy. DSS has reviewed and provided feedback. Final formatting is taking place and then the draft will be provided to the Bureau of Administration to consider adoption.

Stalley provided an update on the online application process. The office is working to have online application for plans of supervision available by the end of the calendar year. Stalley reported the AMFTRB annual meeting scheduled for September 21, 2021 will be held virtually, The AASCB meeting scheduled for 2022 will take place virtually. The office will provide information on how board members can participate in these meetings.

Motion to adopt a prorated continuing education policy and license duration policy based on the initial date of licensure by Butler. Seconded by Hartman. **Motion carried.**

The Board discussed ARSD 20:68:04:10 and 20:71:05:02 and clarified that for purposes of 20:68:04:10:02(b) and 20:71:05:02:02(b) the supervisor's review does not require a recorded or taped session.

The Board discussed SDCL 36-32-68 and 36-33-46 and clarified that the temporary licenses is only available to applicants who have not taken the national exam.

Board members and Cudmore provided comments on the recently attended Counseling Regulatory Board Summit annual meeting.

Motion to set the 2022 meeting dates as March 11, 2022, June 10, 2022, October 14, 2022 and December 9, 2022 by Konz. Seconded by Butler. **Motion carried.** Trenhaile and Wangen absent.

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

The Board's next meeting is scheduled for November 5, 2021 at 9:00 am (central).

Motion to adjourn by Butler. Seconded by Hartman. **Motion carried.** Trenhaile and Wangen absent.

The Board adjourned at 1:16 pm.

Respectfully Submitted,

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Jennifer Stalley, Executive Secretary

DRAFT