South Dakota Board of Examiners for Counselors & Marriage and Family Therapists
P.O. Box 340, 1351 N. Harrison Ave., Pierre, SD 57501-0340
Ph: 605-224-1721 Fax: 1-888-425-3032
E-mail: SDBCE@midwestsolutionssd.com dss.sd.gov/licensingboards/examiners.aspx

South Dakota Board of Examiners for Counselors & Marriage and Family Therapists
Kneip Building Conference Room #3, Pierre, SD
April 27, 2018

Vice President Braithwaite called the meeting to order at 8:32 am central and determined a quorum.

Board Members Present: Tacey Braithwaite, Sherwood Schrenk, Jill Schoen, Tiffany Butler and Cheryl Hartman

Board Members Absent: Lynell Rice Brinkworth, Sherry Bartels, and Roswitha Konz

Others Present: Jennifer Stalley, Executive Secretary; Bonnie Jameson, Administrative Assistant; Jim Carlon, legal counsel; Cullen McNeece, Assistant Attorney General; Marilyn Kinsman, Department of Social Services; Dena Smith; Sarah Ledke; Gretchen Hartman, Sioux Falls Seminary; Jennifer Helkenn, Sioux Falls Seminary; Sarah Hewitt; and Amanda Krueger.

Motion to approve the proposed agenda by Hartman. Seconded by Butler. Motion carried.

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

Motion to approve the meeting minutes of March 16, 2018 by Schrenk. Seconded by Schoen. Motion carried.

Motion to approve the financial report as of March 31, 2018 by Butler. Seconded by Hartman. Motion carried.

Motion to go into executive session for consideration of contested cases at 8:40 am by Schoen. Seconded by Butler. Motion carried.

Braithwaite declared the Board out of executive session at 10:07 am.

Motion to dismiss Complaint 2018-01 by Schrenk. Seconded by Butler. Motion carried.

Motion to dismiss Complaint 2018-02 by Butler. Seconded by Schoen. Motion carried. Schrenk abstained.

The Board noted the time and place for LPC Plan of Supervision application hearing of Dena Smith. Smith appeared before the Board and presented information concerning her qualifications for a Plan of Supervision.

The Board heard a presentation about Sioux Falls Seminary by Gretchen Hartman and Jennifer Helkenn.

Stalley provided an office update, including the list of new licensees since the last meeting. Stalley reported on her presentation to the South Dakota Counseling Association's annual meeting. Stalley reported the Board has been invited to participate in discussions with the Board of Addiction Professionals and the Board of Social Workers to discuss opportunities to streamline the licensure process for dual licensees of the boards. Butler will attend the meeting with Stalley. Stalley also provided an update on the request for board member appointments and national meeting attendees.

Schoen noted she presented to the Northern State University counseling on licensure requirements since last meeting.

Motion to go into executive session for consideration of contested cases at 12:28 pm by Butler. Seconded by Hartman. Motion carried.

Braithwaite declared the Board out of executive session at 1:20 pm.

Motion to approve the Plan of Supervision application for Dena Smith upon proof of passage of the NCE exam, confirmation that Cappella University was accredited by CACREP at the time her degree was conferred, and with completion of 600 internship hours to be completed, in addition to the hours required for licensure as a professional counselor by Butler. Seconded by Schrenk. Motion carried. Schoen abstained.

The Board noted the time and place for LPC Plan of Supervision application hearing of Sarah Hewitt. Hewitt appeared before the Board and presented information concerning her qualifications for a Plan of Supervision.

Motion to go into executive session for consideration of contested cases and contractual matters at 2:11 pm by Butler. Seconded by Schrenk. Motion carried.

Braithwaite declared the Board out of executive session at 3:01 pm.

Motion by Schrenk to approve a contract with Midwest Solutions for fiscal year 2019 with a 1.2% increase over the previous contract. Seconded by Butler. Motion carried.

Motion by Schrenk to approve the Letter of Engagement for legal services with Carlon Law office for fiscal year 2019 at the current rate. Seconded by Butler. Motion carried.

Motion by Butler to approve a letter of engagement for legal services with Riter Rogers Law Firm for fiscal year 2019 at the current rate. Seconded by Hartman. Motion carried.

Motion to approve a professional counselor license for Sarah Hewitt with the condition that she complete ten hours of continuing education in ethics in addition by December 31, 2019, with such hours to be in addition to the continuing education hours required for renewal of her license by Butler. Seconded by Schrenk. Motion carried. Schoen abstained.

Stalley provided the Board with an update on the Practice Act Workgroup. The workgroup will meet again by conference call on May 18, 2018 and a draft will be provided to the Board for the next meeting. The draft will be provided for public comment and input following the next Board meeting.

Stalley provided the Board with an update from the Department of Social Services on the pre-trial competency evaluator qualification process. The Board will send a letter notifying all LPC-MH about the change in the law and the ways a licensee may qualify as a pre-trial competency evaluator. The Board will retain a list of licensees who report completion of the required courses to be a competency evaluator.

The next Board meeting is scheduled for July 20, 2018 at 9:30 am (central) in Pierre.

Motion to adjourn by Butler. Seconded by Hartman. Motion carried.

The Board adjourned at 3:23 pm.

Respectfully Submitted,

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Jennifer Stalley, Executive Secretary

DRAFT