



South Dakota  
Department of  
**Social Services**

**South Dakota Board of  
Social Work Examiners**  
810 N. Main Street, Suite 298  
Spearfish, SD 57783  
**Phone:** 605.642.1600

**Email:** [office@sdlicensing.com](mailto:office@sdlicensing.com)

**Web:** <https://dss.sd.gov/licensingboards/socialwork/social.aspx>

**OFFICIAL BOARD MINUTES**

**Video Conference**

**May 31, 2024-11:00AM MDT / 12:00 PM CDT**

**Members Present:** Susan Kornder, President  
Kelli Willis, Member  
Chantelle Blue Arm, Member (joined at 12:04 PM CDT)  
Rachel Gangle, Member  
Amber Zandstra, Lay Member  
Bonnie Untereiner-Bjork, Secretary/Treasurer

**Members Absent:** Sharon Stratman, Member

**Others Present:** Brooke Tellinghuisen-Geddes, Executive Secretary; Katie Funke, Executive Assistant; Tracy Mercer, Special Projects Coordinator, DSS; Greg Tishkoff, Legal Counsel, DSS; Ashley Lane, ASWB.

**Call to Order/Welcome:** Kornder called the meeting to order at 12:00 p.m. CDT.

**Roll Call:** Kornder requested Tellinghuisen-Geddes call the roll. Kornder, yes; Stratman, absent; Willis; Gangel, yes; Blue Arm, absent; Bjork, yes; Zandstra, yes. A quorum was present.

**Introductions-New Board Members:** All in attendance introduced themselves. The board welcomed new Board members Gangle, Zandstra and Blue Arm.

**Corrections or additions to the agenda:** None.

**Approval of the agenda:** Bjork made a motion to approve the agenda. Willis seconded the motion. **MOTION PASSED** by unanimous voice vote.

**Public Comment:** None.

**Approval of the Minutes from Board meeting March 29, 2024:** Willis made a motion to approve the minutes from March 29, 2024. Bjork seconded the motion. **MOTION PASSED** by unanimous voice vote.

**FY Financial Update:** Tellinghuisen-Geddes reported fiscal year-to-date figures as of March 31, 2024: expenses of \$98,429.78; revenue of \$155,071.51 and a cash balance of \$425,117.67.

**ABA Updates:** No updates were provided.

**Election of Officers:** Bjork made a motion to elect Kornder as President. Zandstra seconded the motion. **MOTION PASSED** by unanimous voice vote. Gangle made a motion to elect Bjork as Secretary/Treasurer. Willis seconded the motion. **MOTION PASSED** by unanimous voice vote.

**SD HPAP-Midwest Health Management Services, LLC:** Tellinghuisen Geddes advised that each health board may conduct a Health Professionals Assistance Program in accordance with SDCL 36-2A. The Board may use the program as an alternative to, or in conjunction with, other sanctions that may be imposed by the board. She advised that the board may enter into an agreement with SD HPAP- Midwest Health Management Services and pass the fee to the licensee/participant. Kornder advised that the board may need to utilize the program for a complaint resolution and believed it was a good resource to have available to the board.

**ASWB Annual Meeting of the Delegate Assembly- November 8-9- San Diego, CA:** Kornder expressed interest in attending. She will be in touch with the board office. Willis motioned to send one board member and/or staff to this meeting. Bjork seconded the motion. **MOTION PASSED** by unanimous voice vote.

**Schedule Next Meeting:** The next meeting is scheduled for July 19, 2024 at 11 a.m. MDT/12 p.m. CDT via Microsoft Teams the following meeting is scheduled for September 27, 2024 at 11 a.m. MDT/12 p.m. CDT via Microsoft Teams. This meeting is also tentatively planned to serve as the public hearing for the administrative rules.

**Any other business coming in between date of mailing and date of meeting:** No other business was reported.

**Executive Session Pursuant to SDCL 1-25-2:** Willis made a motion to enter executive session at 12:20 p.m. CDT. Zandstra seconded the motion. **MOTION PASSED** by unanimous voice vote. All others exited the meeting. The Board exited executive session at 12:52 p.m. CDT.

**Complaints/Investigations:** The Board office reported six pending complaints.

**HPAP Agreement Vote:** Bjork made a motion to ratify the HPAP agreement with Midwest Health Management Services, LLC. Willis seconded the motion. **MOTION PASSED** by unanimous voice.

**Administrative Rules Vote:** Willis made a motion to approve the draft rules with removing the reference to out-of-state supervision in ARSD 20:59:05:03. Gangle seconded the motion. **MOTION PASSED** by unanimous voice.

**CSW-PIP Supervision Contracts:** Bjork made a motion to approve the following contracts. Willis seconded the motion. **MOTION PASSED** by unanimous voice vote.

Harris, L.: Supervision with Scovel beginning March 22, 2024;

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Bradley, M.: Supervision with Varick beginning March 21, 2024;

Nolf, D.: Supervision with Wildhaber beginning March 15, 2024;

Aasen, A.: Supervision with Keizer beginning April 11, 2024;

Friedman, V.: Supervision with Johnson beginning April 15, 2024;

Freeze, S.: Supervision with Bass beginning April 29, 2024;

Tietze, J.: Supervision with Law beginning April 16, 2024;

Bjork made a motion to adjourn at 12:55p.m. CDT. Stratman seconded the motion. **MOTION PASSED** by unanimous voice vote.

Respectfully submitted,



Brooke Tellinghuisen Geddes  
Executive Secretary

1-27-1.17. Draft minutes of public meeting to be available--Exceptions--Violation as misdemeanor. The unapproved, draft minutes of any public meeting held pursuant to § 1-25-1 that are required to be kept by law shall be available for inspection by any person within ten business days after the meeting. However, this section does not apply if an audio or video recording of the meeting is available to the public on the governing body's website within five business days after the meeting. A violation of this section is a Class 2 misdemeanor. However, the provisions of this section do not apply to draft minutes of contested case proceedings held in accordance with the provisions of chapter 1-26.