

**BAPP BOARD OF DIRECTORS MEETING MINUTES  
DECEMBER 5, 2013 – 10:30 A.M. (CST)  
PARK PLACE CENTER, SIOUX FALLS, SD**

Peitz called the meeting to order at 10:40 a.m.

In attendance: Linda Peitz, Kathy White, Diane Sevening, and Amy Hartman.

Spitzer in attendance from 12:30 p.m. to 1:40 p.m.

Not in attendance: Mark Bontreger.

Staff in attendance: Paula Koller and Tina Nelson.

Guest in attendance: Amy Iversen-Pollreisz.

Sevening moved and Hartman seconded a motion to approve the August 26, 2013 Board meeting minutes. Motion carried by a unanimous vote.

The Portfolio Review Committee meeting is scheduled for Wednesday, January 15, 2014. The meeting will take place at the Park Place Center, in Sioux Falls, SD, and will begin at 10:30 a.m.

Sevening stated that she is in the process of gathering the necessary course syllabus for creating the specialized education course criteria required for licensure.

Peitz called for Public Input at 11:00 a.m. Gary Tuschen and Brad Patterson were in attendance to ask the Board to reconsider the denial of D.K.'s request for reinstatement. White moved and Sevening seconded a motion to deny the request. Conversation began regarding the new administrative rule allowing an individual to request reinstatement within fifteen-days of the lapse in status. White modified the motion to approve the individual's reinstatement because she/he submitted a request within the fifteen-day window after approval of the administrative rule. Sevening seconded the motion. Motion carried by a unanimous vote. Peitz and Hartman abstained. Koller requested the Board write the letter to D.K. because she was not in agreement with their decision.

Rose Grant was in attendance at 11:15 a.m. to present the budget and financial report. Hartman moved and Sevening seconded a motion to approve the information as presented. Motion carried by a unanimous vote.

The Board was in agreement that the fifteen-day reinstatement period would be treated as a grace period, and there would be no reflection of a lapse in status.

At the March Board meeting, the Board will review the responsibilities and expectations of Board members, to include creating a new attendance policy. The Board will also appoint committee members.

The Board determined that a Board member is not eligible for the stipend if they are not in attendance for the entire meeting.

Nelson will follow up with the American Counseling Association to inquire whether the BAPP can make changes to the Code of Ethics.

The Board determined that individuals would be required to complete the Portfolio Review Course Evaluation process in lieu of the Board comprising the lists of approved classes required for licensure, from the current certification lists.

In order to maintain attorney/client privilege and confidentiality in communications with Mr. Bratkiewicz, attorney for the Board, Peitz moved the meeting into Executive Session at 12:40 p.m.

The Board participated in a conference call with Jeff Bratkiewicz at 12:45 p.m. to discuss pending ethical matters.

Peitz moved the Board out of Executive Session at 1:45 p.m.

2012-10 Hartman moved and White seconded a motion to close the file. However, the Board reserves the right to reopen the matter and pursue action if he/she attempts to re-apply for status through the BAPP.

2012-11 The file remains open until she/he completes probation of at least one year from the date of the Board's Order and complies with all requirements of the Stipulation.

2013-3 Sevening moved and Hartman seconded a motion to dismiss the complaint. White abstained. Motion carried by a unanimous vote. Sevening moved and Hartman seconded a motion to expunge the complaint from the individual's professional record or file. White abstained. Motion carried by a unanimous vote.

2013-4 Hartman moved and White seconded a motion to dismiss the complaint. Motion carried by a unanimous vote. Hartman moved and White seconded a motion to expunge the complaint from the individuals professional record or file. Motion carried by a unanimous vote.

2013-5 White moved and Sevening seconded a motion for Bratkiewicz to prepare a Stipulation and Voluntary Termination of Certification to reflect that the individual's CCDC III status shall be immediately terminated and he/she shall not be eligible to obtain status in the State of South Dakota until January 1, 2015. His/her eligibility to seek or apply for status in South Dakota is conditioned upon him/her receiving a discharge of the criminal conviction and sentencing. The BAPP can impose additional terms and conditions above and beyond those that are generally applicable. Motion carried by a unanimous vote.

M.S. submitted a request for reinstatement of his/her certification. Sevening moved and Hartman seconded a motion to deny the request. Motion carried by a unanimous vote.

White moved and Hartman seconded a motion to adjourn the meeting at 2:40 p.m. Motion carried by a unanimous vote.

Respectfully Submitted,  
Tina M. Nelson