

**OFFICIAL BOARD MINUTES FOR July 17, 2012
TELECONFERENCE**

Members Present: Mel Harrington, President
Steven Lindquist, Secretary/Treasurer
Todd Herrboldt, Member
Ginger Johnson, Member
Rebecca Grandpre, Vice President
Cindy Steele, Lay Member

Members Absent: David Nielsen, Lay Member

Others Present: Carol Tellinghuisen, Executive Secretary
Paula Spargur, Executive Assistant
Kirsten Jasper, Assistant Attorney General
Christine Knapp, NASW

President Harrington called the meeting to order at 11:02 AM MT. Harrington called for corrections or additions to the agenda.

Corrections or Additions to the Agenda: Harrington requested to add discussion regarding the 2012-2013 Executive Secretary Contract Approval.

Approval of the Minutes from May 15, 2012 and May 17, 2012: Lindquist moved and Herrboldt seconded to approve minutes from May 15, 2012 and May 17, 2012. Motion carried by unanimous vote.

Harrington provided an update on the 2012-2013 Executive Secretary Contract. The board had met in executive session during the May 17, 2012 meeting. They voted outside executive session to award the Executive Secretary contract to Carol Tellinghuisen-Professional Licensing. Harrington assisted in drafting the contract for the Department. The Department approved it and all parties have signed the contract.

FY Financial Update: Spargur reported fiscal year to date figures as of May 31, 2012: revenue of \$100,043.05, expenses of \$87,252.58 and cash balance of \$108,037.25.

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Grandpre moved and Johnson seconded to enter executive session at 11:11 AM MT to discuss Complaint/Investigations, CSW-PIP Contract and Applicant Approvals. Motion carried by unanimous vote. Knapp exited the meeting. Lindquist moved and Johnson seconded to exit executive session at 11:59 AM MT. Motion carried by unanimous vote. Knapp joined the meeting.

Complaints/Investigations Update:

#251- complaint is pending.

#252- complaint is pending.

CSW-PIP Contract and Applicant Approvals:

Birkholz, P.: Lindquist moved and Herrboldt seconded to approve supervision beginning May 22, 2012. Motion carried by roll call vote; Lindquist, yes; Johnson, yes; Grandpre, yes, Herrboldt, yes; Steele, yes; Harrington, yes.

Clark, M.: Lindquist moved and Herrboldt seconded to approve supervision beginning June 18, 2012. Motion carried by roll call vote; Lindquist, yes; Johnson, yes; Grandpre, yes, Herrboldt, yes; Steele, yes; Harrington, yes.

Klinicke, A.: Lindquist moved and Herrboldt seconded to approve supervision beginning March 17, 2012. Motion carried by roll call vote; Lindquist, yes; Johnson, yes; Grandpre, yes, Herrboldt, yes; Steele, yes; Harrington, yes.

Renner, S.: Lindquist moved and Herrboldt seconded to approve supervision beginning June 12, 2012. Motion carried by roll call vote; Lindquist, yes; Johnson, yes; Grandpre, yes, Herrboldt, yes; Steele, yes; Harrington, yes.

Rystrom, H.: Lindquist moved and Herrboldt seconded to approve supervision beginning July 13, 2012. Motion carried by roll call vote; Lindquist, yes; Johnson, yes; Grandpre, yes, Herrboldt, yes; Steele, yes; Harrington, yes.

Olson, J.: Lindquist moved and Herrboldt seconded to approve CSW-PIP licensure pending passing the clinical exam. Motion carried by roll call vote; Lindquist, yes; Johnson, yes; Grandpre, yes, Herrboldt, yes; Steele, yes; Harrington, yes.

Van Ginkel, N.: Johnson moved and Steele seconded to approve CSW-PIP licensure. Motion carried by roll call vote; Lindquist, yes; Johnson, yes; Grandpre, yes, Herrboldt, yes; Steele, yes; Harrington, yes.

Wheeler, S.: Herrboldt moved and Grandpre seconded to approve CSW-PIP licensure. Motion carried by roll call vote; Lindquist, yes; Johnson, yes; Grandpre, yes, Herrboldt, yes; Steele, yes; Harrington, yes.

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Lindquist moved and Grandpre seconded to pend application until additional information is obtained from applicant. Jasper will assist the board office in writing letter to applicant.

Harrington explained that during executive session topics of discussion came up that need to be discussed further outside of executive session and during an in person meeting; # of licensees you can supervise under a contract, # of applicants receiving supervision while out of state and # of hours of supervision that is obtained is required to be clinical.

Schedule Next Board Meeting: The next Board meeting is tentatively scheduled for September 11, 2012 at 12:00 PM CT / 11:00 AM MT. The Board office will check on scheduling an in person meeting for October. Herrboldt moved and Johnson seconded to adjourn the meeting at 12:08 PM CT. Motion carried by unanimous vote.

Respectfully submitted,

Steven Lindquist, CSW-PIP
Secretary/Treasurer