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**OFFICIAL BOARD MINUTES FOR November 24, 2015  
Teleconference**

Members Present:            Todd Herrboldt, President  
                                      Ginger Johnson, Vice-President  
                                      Karen Chesley, Member  
                                      Cindy Steele, Lay Member  
                                      Jennifer Gray, Member  
                                      Michael Forgy, Member

Members Absent:            David Nielsen, Secretary/Treasurer

**Others Present:** Carol Tellinghuisen, Executive Secretary; Jill Lesselyoung, Executive Assistant; Brooke Tellinghuisen Geddes, Executive Assistant; Carrie Srstka, Assistant Attorney General; Justin Pierson, Senior Policy Analyst; Carole Boos, Senior Staff Attorney, Department of Human Services; Kelsey Smith, Deputy Policy Advisor; Pamela Osnes, Ph.D., BCBA-D; Christine Knapp, NASW; Terry Werner, NASW; Lacey Knutson; Lisa Stanley

President Herrboldt called the meeting to order at 11:06 AM MT.

**Corrections or Additions to the Agenda:** None

**Approval of the Minutes from September 29, 2015:** Johnson moved and Steele seconded to approve minutes from September 29, 2015. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes.

**Approval of the Minutes from November 11, 2015:** Chesley moved and Steele seconded to approve minutes from November 11, 2015. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes.

**FY Financial Update:** Lesselyoung reported year-to-date figures as of October 31, 2015: revenue of \$7,948.39, expenses of \$28,442.46 and cash balance of \$121,865.51.

**Applied Behavior Analyst Discussion:** Discussion was held and it was decided to dedicate a special Teleconference to discuss in further detail on December 8, 2015 at 12:00 PM CT.

**Update on ASWB Fall Meeting:** Herrboldt advised he will update at a later date.

**Licensing Boards and Commission Data Collection Application Discussion:** Pierson advised he has no new information since last discussion on September 29, 2015.

**Internet Counseling Discussion:** Board will discuss at a later date.

**Complaints/Investigations Update:** Forgy moved and Chesley seconded to enter executive session at 11:49AM MT to discuss complaints/investigations, CSW-PIP contract approvals and CSW-PIP applicants. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes. All other participants excused meeting. Chesley moved and Johnson seconded to exit executive session at 12:18 AM MT. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes.

#256- pending

#262- pending

**CSW-PIP Supervision Contract Approvals:**

Patzlaff, O.: Johnson moved and Gray seconded to approve supervision beginning September 16, 2015 with Risty. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes.

Myers, R.: Johnson moved and Gray seconded to approve supervision beginning October 1, 2015 with Stanage. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes.

Thompson, B.: Johnson moved and Gray seconded to approve supervision beginning September 28, 2015 with Forgy. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, abstained; Steele, yes.

Stearns, E.: Johnson moved and Gray seconded to approve supervision beginning September 28, 2015 with Willis. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes.

Black Feather, R.: Johnson moved and Gray seconded to approve supervision beginning November 10, 2015 with Jackson. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes.

Schaap, J.: Johnson moved and Gray seconded to approve supervision beginning November 10, 2015 with Hamilton. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes.

**CSW-PIP Applicant Approvals:**

Dearmont, M.: Johnson moved and Gray seconded to approve applicant for CSW-PIP licensure. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes.

Applicant 2015-2: Johnson moved and Gray seconded to deny applicant for CSW-PIP licensure. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes.

**Schedule Next Meeting:** The board scheduled the next meeting for December 8, 2015 at 12:00 PM CT/ 11:00 AM MT by teleconference.

**Any other business coming in between date of mailing and date of meeting:** none

Chesley moved and Forgy seconded to adjourn the meeting. Motion carried by unanimous roll call vote; Herrboldt, yes; Johnson, yes; Chesley, yes; Gray, yes; Forgy, yes; Steele, yes.  
Meeting adjourned at 12:23 PM MT.

Respectfully submitted,

A handwritten signature in cursive script, reading "Carol Tellinghuisen", is written over a light yellow rectangular highlight.

Carol Tellinghuisen  
Executive Secretary