

North Dakota Board of Nursing Meeting Minutes – January 16, 2014

Call to Order:	January 16, 2014 at 8:30 a.m. – NDBON Board Conference Room – 919 S 7 th Street, Suite 504, Bismarck ND														
Roll Call:	<p>Eight board members present as follows:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Julie Traynor, RN, President</td> <td style="width: 50%;">Clara Sue Price, Public Member, Treasurer</td> </tr> <tr> <td>Daniel Rustvang, RN, Vice President</td> <td>Charlene Christianson, RN</td> </tr> <tr> <td>Bonny Mayer, LPN</td> <td>Janelle Holth, RN</td> </tr> <tr> <td>Paula Schmalz, APRN</td> <td>Jane Christianson, RN</td> </tr> </table> <p>Absent: Melisa Frank, LPN; Patricia Hill, RN, Asst. Director for Practice & Discipline</p> <p>Staff Present:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Constance Kalanek, RN, Executive Director</td> <td style="width: 50%;">Julie Schwan, Administrative Services Coordinator</td> </tr> <tr> <td>Karla Bitz, RN, Associate Director</td> <td></td> </tr> <tr> <td>Stacey Pfenning, RN, Associate Director for Education & APRN Practice</td> <td></td> </tr> </table> <p>Other individuals were present as indicated on the Board Meeting Attendance Roster.</p>	Julie Traynor, RN, President	Clara Sue Price, Public Member, Treasurer	Daniel Rustvang, RN, Vice President	Charlene Christianson, RN	Bonny Mayer, LPN	Janelle Holth, RN	Paula Schmalz, APRN	Jane Christianson, RN	Constance Kalanek, RN, Executive Director	Julie Schwan, Administrative Services Coordinator	Karla Bitz, RN, Associate Director		Stacey Pfenning, RN, Associate Director for Education & APRN Practice	
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AGENDA	ACTION														
Web streaming	The meeting was web streamed with students and faculty from around the state viewing the meeting.														
1.1 Consent Agenda	<p><i>Discussion:</i> The board reviewed the consent agenda.</p> <p><i>Motion:</i> Rustvang, seconded by Mayer to: ADOPT THE CONSENT AGENDA AS PRESENTED.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>														
1.2 Agenda	<p><i>Discussion:</i> The agenda was reviewed as distributed. The 11:15 appointment and agenda Item 5.41 ND STAR Center for Healthcare will be postponed until the next meeting due to inclement weather. It was requested to move the appointment from for 9.6-2 for Patricia Moulton from the Center for Nursing from 1:00 p.m. to 11:15 a.m.</p> <p><i>Motion:</i> Price, seconded by C. Christianson to: APPROVE AGENDA AS DISTRIBUTED WITH RESCHEDULED APPOINTMENT FOR AGENDA ITEM 9.6-2 FROM 1:00 PM TO 11:15 AM.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>														
1.3 Public Forum 11:00 a.m.	No one was present to address the board during the open forum.														
2.1 November 21-22, 2013 Meeting Minutes & Public Notice	<p><i>Discussion:</i> The minutes of the November 21-22, 2013 meeting were reviewed. No corrections were identified.</p> <p><i>Motion:</i> C. Christianson, seconded by Schmalz to: APPROVE THE MINUTES OF THE NOVEMBER 21-22, 2013 MEETING AS DISTRIBUTED.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>														
3.1 Financial Statements	The financial statements through December 31, 2013 were reviewed. Income is at 85% and expenses at 59% of budgeted. A comparison of this year to last year income and expenses was reviewed with no major issues identified.														
3.2 Strategic Plan Report for July – December 31, 2013	<p><i>Discussion:</i> The board reviewed the progress of the 2010-2013 Strategic Plan for July 1, 2013 through December 31, 2013. Staff highlighted recent updates to the plan.</p> <p><i>Motion:</i> Schmalz, seconded by Holth to: ACCEPT THE PROGRESS REPORT ON THE 2010-2013 STRATEGIC PLAN.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>														
3.3 Approval of 2014-2018 Draft Strategic Plan	<p><i>Discussion:</i> The board has been working on development of a new strategic plan for 2014-2018 during the last two meetings. The board reviewed the draft of the new plan. The board discussed the issue related to licensed nurses who have criminal records and the concerns associated with that issue. NDBON does do criminal history record checks on all new licensees. The board also discussed the RAP BACK system, which would notify the board of any criminal activity once a nurse has been fingerprinted and those prints are in the system. Staff have continued to inquire about the possibility of this type of system in ND.</p> <p><i>Motion:</i> J. Christianson, seconded by Rustvang to: ADOPT THE 2014-2018 STRATEGIC PLAN.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>														

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3.4 Attendance at the FY 2014 Operation & IT Conference – May 13-14, 2014	NCSBN has combined the Operations Conference and the IT Conference and will hold the combined conference on May 13-14, 2014. Two administrative staff plan to attend this year. The May board meeting is scheduled for Thursday, May 15 th . It is requested the board consider moving the May meeting date to Friday, May 16 th to allow administrative staff to attend the meeting and still assist with board meeting preparations.																														
3.5 Board Meeting Dates	<p><i>Discussion:</i> The March meeting is scheduled for March 27th, the fourth Thursday of March. This date was selected in July due to a schedule conflict with two board members. Two board members and one staff also have a conflict with the March 27th date. The board discussed different options and settled on Tuesday March 18th as being a date that all members could attend. The Nursing Education Meeting would be Monday March 17th. The board also discussed moving the May meeting to Friday May 16th and agreed to that change. The Nursing Education Meeting would be on Thursday May 15th.</p> <p><i>Motion:</i> Rustvang, seconded by Christianson to: APPROVE CHANGING THE MARCH & MAY BOARD MEETING DATES TO TUESDAY, MARCH 18, 2014 & FRIDAY, MAY 16, 2014.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>																														
3.6 Board Member Attendance at NCSBN Mid-Year Meeting – March 11-12	The NCSBN Mid-Year Meeting is scheduled for March 11-12, 2014. Traynor and Kalanek will be attending, and request that any other board members who wish to attend contact Kalanek by the end of the month. Waivers of costs are provided by NCSBN for two board members from each board.																														
3.7 Survey of Hotels Offering State Rates	At the November meeting the board discussed hotel reimbursement rates and the lack of hotels with state rates in certain areas. Staff were directed to prepare a list of hotels in the larger cities that do offer state rates. In most cases the availability of state rates depends on demand. The board also reviewed the state GSA rate which is the basis for hotel rates.. Dickinson/Beulah, Minot and Williston have higher GSA rates than the remainder of the state.																														
4.1 Administrative Settlement – Practice	<p><i>Discussion:</i> Five individuals have signed and submitted administrative settlements for practice without a license/registration since the last meeting. The settlements were reviewed and considered by the board. Paulette Anderson submitted a letter with her Administrative Settlement regarding the loss of all personal possession during the flood in Minot in 2011. The board discussed the circumstances that led to failure to renew and agreed not to issue a reprimand for Ms. Anderson.</p> <p><i>Motion:</i> Price, C. Christianson to: ACCEPT THE ADMINISTRATIVE SETTLEMENTS FOR PRACTICE WITHOUT A LICENSE/REGISTRATION FOR THE FOLLOWING AND REMOVE THE REPRIMAND SANCTION FROM PAULETTE ANDERSON'S ADMINISTRATIVE SETTLEMENT:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">NAME</th> <th style="text-align: left;">Lic/Reg #</th> <th style="text-align: left;">City, State</th> <th style="text-align: left;">Sanction</th> <th style="text-align: left;">Penalty Fee</th> </tr> </thead> <tbody> <tr> <td>Anderson, Paulette</td> <td>L5825</td> <td>Minot, ND</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$1500</td> </tr> <tr> <td>Bauer, Allan</td> <td>RN Endorsement App</td> <td>West Fargo, ND</td> <td style="text-align: center;">Reprimand</td> <td style="text-align: right;">\$200</td> </tr> <tr> <td>Lacek, Andrew</td> <td>RN Endorsement App</td> <td>Bismarck, ND</td> <td style="text-align: center;">Reprimand</td> <td style="text-align: right;">\$200</td> </tr> <tr> <td>Lyn, Shirley</td> <td>RN Endorsement App</td> <td>Sacramento, CA</td> <td style="text-align: center;">Reprimand</td> <td style="text-align: right;">\$200</td> </tr> <tr> <td>Singh, Shannon</td> <td>Initial UAP/Tech</td> <td>Fargo, ND</td> <td style="text-align: center;">Reprimand</td> <td style="text-align: right;">\$200</td> </tr> </tbody> </table> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>	NAME	Lic/Reg #	City, State	Sanction	Penalty Fee	Anderson, Paulette	L5825	Minot, ND	-	\$1500	Bauer, Allan	RN Endorsement App	West Fargo, ND	Reprimand	\$200	Lacek, Andrew	RN Endorsement App	Bismarck, ND	Reprimand	\$200	Lyn, Shirley	RN Endorsement App	Sacramento, CA	Reprimand	\$200	Singh, Shannon	Initial UAP/Tech	Fargo, ND	Reprimand	\$200
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4.1 Administrative Settlement – Practice	<p><i>Discussion:</i> An administrative settlement was submitted by Bruce Mettin, RN Endorsement Applicant for review and acceptance. Brian Bergeson, SAAG was available to present this settlement to the board as he has been working with Mr. Mettin's attorney to come to a resolution of the issue. Mr. Mettin's role at Trinity Health has been as a compliance officer, but has been also identifying himself as a nurse and was not licensed in the state of ND. He has agreed to accept an administrative settlement with modified language.</p> <p><i>Motion:</i> Price, seconded by Holth to: ACCEPT THE ADMINISTRATIVE SETTLEMENT FOR PRACTICE WITHOUT A LICENSE FOR BRUCE METTIN AND ISSUE A REPRIMAND AND PENALTY FEE OF \$1000.00.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>																														
4.3 Voluntary Surrender	<p><i>Discussion:</i> Three individuals have submitted a voluntary surrender, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Voluntary Surrender.</p> <p><i>Motion:</i> Rustvang, seconded by J. Christianson to: ACCEPT THE TERMS OF THE PROPOSED VOLUNTARY SURRENDER AS A FINAL ORDER OF THE BOARD FOR THE FOLLOWING INDIVIDUAL:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">NAME</th> <th style="text-align: left;">Lic/Reg #</th> <th style="text-align: left;">City, State</th> <th style="text-align: left;">Penalty Fee</th> </tr> </thead> <tbody> <tr> <td>Schiller, Frederick</td> <td>R33533, L9430</td> <td>Turtle Lake, ND</td> <td style="text-align: right;">\$200</td> </tr> <tr> <td>Krabbenhof, Lindsay</td> <td>R36734</td> <td>Fargo, ND</td> <td style="text-align: right;">\$200</td> </tr> <tr> <td>Tousignant, Patrick</td> <td>R38268, APRN</td> <td>Sioux Falls, SD</td> <td style="text-align: right;">\$200</td> </tr> </tbody> </table> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>	NAME	Lic/Reg #	City, State	Penalty Fee	Schiller, Frederick	R33533, L9430	Turtle Lake, ND	\$200	Krabbenhof, Lindsay	R36734	Fargo, ND	\$200	Tousignant, Patrick	R38268, APRN	Sioux Falls, SD	\$200														
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AGENDA	ACTION
4.4.1 Stipulation for Settlement – Michael Beringer, RN Endorsement Applicant	<p><i>Discussion:</i> A Stipulation for Settlement was received from Michael Beringer, RN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (2)(4).</p> <p><i>Motion:</i> Price, seconded by Mayer to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR MICHAEL BERINGER, RN AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$500 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>
4.4.2 Stipulation for Settlement – Jeanna Degelder, R28344	<p><i>Discussion:</i> A Stipulation for Settlement was received from Jeanna Degelder, RN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5)(6) and NDAC 54-02-07-01.1 (5)(6)(7)(8)(9).</p> <p><i>Motion:</i> Holth, seconded by Price to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR JEANNA DEGELDER, RN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ SUSPEND THE LICENSE FOR TWO YEARS; ◆ ASSESS A \$1200 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>
4.4.3 Stipulation for Settlement – Cyd Gullickson, R23593	<p><i>Discussion:</i> A Stipulation for Settlement was received from Cyd Gullickson, RN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(8)(9).</p> <p><i>Motion:</i> Rustvang, seconded by C. Christianson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR CYD GULLICKSON, RN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ SUSPEND THE LICENSE FOR A MINIMUM OF SIX MONTHS; ◆ ASSESS A \$1200 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, no; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 7 yes, 1 no, 1 absent. Motion carried.</p>
4.7.1 Request for Reinstatement – Susan Wegner, R21890	<p><i>Discussion:</i> Susan Wegner, RN, was present for this agenda item and requested reinstatement of her suspended RN license. Ms. Wegner signed a statement in which she acknowledged the board is authorized to hold an executive session to discuss exempt or closed records, and agreed to discuss her request for licensure during the regular board meeting, which is open to the public, and may include personal health information. The board reviewed and discussed the Disciplinary Review Panel recommendation to encumber the license for three years. The board discussed her lack of a sponsor and requests staff monitor her progress to see whether counseling or a sponsor is necessary. The board also discussed the possibility of having former monitored nurses available for support to others. Staff indicated confidentiality may be a concern.</p> <p><i>Motion:</i> C. Christianson, seconded by J. Christianson to: GRANT SUSAN WEGNER'S REQUEST FOR REINSTATEMENT OF HER RN LICENSE TO ENCUMBERED STATUS FOR THREE YEARS ACCORDING TO THE TERMS AND CONDITIONS OF HER BOARD ORDER.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>
4.7.2 Request for Reinstatement – Wanda Etzel, R27326 & L8953	<p><i>Discussion:</i> Wanda Etzel, RN, was present for this agenda item and requested reinstatement of her suspended RN license. Ms. Etzel signed a statement in which she acknowledged the board is authorized to hold an executive session to discuss exempt or closed records, and agreed to discuss her request for licensure during the regular board meeting, which is open to the public, and may include personal health information. The board reviewed and discussed the Disciplinary Review Panel recommendation to encumber the license for two years and discussed Ms. Etzel's progress in recovery.</p> <p><i>Motion:</i> Rustvang, seconded by Schmalz to: GRANT WANDA ETZEL'S REQUEST FOR REINSTATEMENT OF HER RN LICENSE TO ENCUMBERED STATUS FOR TWO YEARS ACCORDING TO THE TERMS AND CONDITIONS OF HER BOARD ORDER.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>

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4.10.1 Other – Benny Kirk – LPN Endorsement Applicant	<p><i>Discussion:</i> Benny Kirk applied for License by Endorsement and answered all of the regulatory questions “no”. He was disciplined by the AL Board of Nursing as an LPN Exam Applicant in March of 2004 for the crime of Theft of Property. Mr. Kirk was offered but declined a stipulation for settlement to resolve the matter.</p> <p><i>Motion:</i> Rustvang, seconded by J. Christianson to: DENY BENNY KIRK’S APPLICATION FOR RN LICENSE BY ENDORSEMENT AND PRIVILEGE TO PRACTICE IN ND BASED ON NDCC 43-12.1-14 (2)(4).</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>
4.11.1 Coral Fleming, L10456	<p>NOTICE OF EMERGENCY SUSPENSION issued to Coral Fleming, LPN, Cavalier, ND on December 23, 2013 for five years or until retracted, modified or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board.</p>
5.2-1 Dickinson State University – Higher Learning Commission Status Update	<p>The board reviewed an update from Dr. Mary Anne Marsh, Chair of the Department of Nursing at Dickinson State University indicating that the Higher Learning Commission Board of Trustees removed the Notice Sanction from Dickinson State University at their October 31, 2013 meeting based on evidence provided to them including a site visit in April 2013.</p>
5.4-1 ND STAR Center for Healthcare Education – Malheim & Stauffenecker @ 11:15 a.m.	<p>Representatives from ND STAR were unable to attend the meeting due to inclement weather and will be rescheduled for the next meeting. It was requested that staff check if there is any possibility to view the simulation vehicles at their next meeting.</p>
5.5-1 Dakota Medical Foundation Grant Application – letter of support	<p><i>Discussion:</i> Julie Traynor, Dakota Nursing Program Director, has taken the lead on a grant proposal to obtain funding to establish educational opportunities for ND Nurses and paramedics while meeting the need for emergency personnel. The program through BSC & LRSC would allow paramedics to train as RNs and RNs to train as paramedics. The dual roles would be particularly valuable in rural areas where both occupations are lacking in services. Kalanek wrote a letter of support for the grant and requests the board’s ratification due to a possible conflict of interest. The board discussed the void this program could fill and supported the project.</p> <p><i>Motion:</i> J. Christianson, seconded by Schmalz to: RATIFY THE LETTER OF SUPPORT SUBMITTED BY STAFF TO THE DAKOTA MEDICAL FOUNDATION GRANT APPLICATION.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, recuse. 7 yes, 0 no, 1 recuse, 1 absent. Motion carried.</p>
5.5-2 NEL Request for Deferment	<p><i>Discussion:</i> Megan Hofland received a nursing education loan for the associate degree RN program at Dakota College in Bottineau. She has changed her plans and is taking generals to enroll in an LPN to BSN program. She requests deferment of repayment of her NEL until her education is completed.</p> <p><i>Motion:</i> C. Christianson, seconded by Schmalz to: APPROVE THE REQUEST FOR NEL DEFERMENT FROM MEGAN HOFLAND UNTIL SHE HAS COMPLETED HER BSN PROGRAM.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>
5.5-3 US Dept of Education – NDBON Recognition Meeting – December 12-13	<p>Pfenning attended the US Department of Education Meeting on December 12-13 in which they discussed the ND Board of Nursing’s petition for continued recognition. The staff recommendation for approval for a period of four years was accepted by the Department.</p>
5.5-4 Education Annual Report	<p><i>Discussion:</i> The Board reviewed the draft 2012-2013 Education Annual Report. The board discussed that the focus of the report is on pre-licensure programs as they are regulated by the board. There was some discussion as to whether RN to BSN program should be included in the report. It was decided that this issue will be placed on the agenda of a future Nursing Education Committee meeting for discussion. The report will be posted on the website after approval.</p> <p><i>Motion:</i> Rustvang, seconded by Schmalz to: APPROVE THE 2012-2013 EDUCATION ANNUAL REPORT WITH MINOR EDITS.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>
5.5-5 Nurse Refresher Course Hours – report of findings	<p><i>Discussion:</i> At the November meeting the board had discussed setting up a process for accepting other board approved refresher courses without needing to review the entire course for approval in ND. The issue of different requirements for clinical hours in the courses was discussed and staff was directed to research the issue. The board reviewed a table of courses with the number of clinical and theory hours prepared by staff. ND requires 120 hours of theory and 120 hours of clinical. The average of the courses reviewed was 85.8 theory hours and 111.4 clinical hours. The board feels this issue should be discussed by the Nursing Education Committee for a recommendation.</p> <p><i>Motion:</i> Holth, seconded by Schmalz to: DIRECT THE NURSING EDUCATION COMMITTEE TO REVIEW THE FINDINGS FROM THE REPORT AND MAKE RECOMMENDATIONS TO THE BOARD FOR THE MAY 2014 MEETING.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>

North Dakota Board of Nursing Meeting Minutes – January 16, 2014

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6.2 Ratification of Nursing Practice Hours	<p><i>Discussion:</i> The board office received documentation from four nurses who wish to use volunteer hours caring for family as practice hours in order to maintain licensure. Some licensees may be unable to be employed and obtain practice hours because they are caring for ill family members. A process has been established for these caregivers to submit documentation for review by staff. There must be documentation submitted which includes of a care plan and nursing process.</p> <p><i>Motion:</i> Rustvang, seconded by C. Christianson that: THE BOARD RATIFY NURSING PRACTICE HOURS FOR THE FOLLOWING:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">NAME</th> <th style="text-align: center;">LICENSE #</th> <th style="text-align: center;">2013 HOURS</th> <th style="text-align: center;">2012 HOURS</th> <th style="text-align: center;">2011 HOURS</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">CRYSTAL ANDERSON</td> <td style="text-align: center;">R26380</td> <td style="text-align: center;">273</td> <td style="text-align: center;">60</td> <td style="text-align: center;">432</td> </tr> <tr> <td style="text-align: center;">SHARON FLATEN</td> <td style="text-align: center;">R30946</td> <td style="text-align: center;">600</td> <td style="text-align: center;">96</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">LINDA GACKLE</td> <td style="text-align: center;">R14279</td> <td style="text-align: center;">135</td> <td style="text-align: center;">65</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">CONNIE TESKE</td> <td style="text-align: center;">L3311</td> <td style="text-align: center;">44</td> <td style="text-align: center;">268</td> <td style="text-align: center;">12</td> </tr> </tbody> </table> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>	NAME	LICENSE #	2013 HOURS	2012 HOURS	2011 HOURS	CRYSTAL ANDERSON	R26380	273	60	432	SHARON FLATEN	R30946	600	96	-	LINDA GACKLE	R14279	135	65	-	CONNIE TESKE	L3311	44	268	12
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7.1-1 North Dakota Center for Nursing Update – Dr. Moulton @ 11:15 a.m.	Dr. Patricia Moulton presented an update to the board on the most recent projects of the ND Center for Nursing. The power point document and summary is available on their website at www.ndcenterfornursing.org																									
7.3-1 Nurse Licensure Compact Fact Sheet	The board reviewed a Nurse Licensure Compact Fact Sheet for Board Members and Staff that discusses the background, mission and goals of the Nurse Licensure Compact. Currently 24 member states are members of the compact.																									
7.4-1 Administrative Rule Promulgation – NDAC proposed revisions	<p><i>Discussion:</i> The board convened a public hearing at 1:30 p.m. for comment on proposed amendments to the Administrative Rules in NDAC Title 54. Written comment will be accepted until January 29. The board reviewed comments obtained from two prior comment sessions sponsored by the ND Center for Nursing on December 6 & 13, 2013. The board also reviewed comments from Brian Bergeson, SAAG, Legal Counsel for the board. Tessa Van Doorne, RN graduate student and Kalanek mentee distributed a breakdown of the comparison ANA standard, current standard and proposed standards of practice. A chart of the proposed amendments as well as the actual rules with strikeouts and additions was reviewed in detail.</p> <p><i>Motion:</i> Holth, seconded by C. Christianson that: THE BOARD FINALLY ADOPT THE REVISED ADMINISTRATIVE RULES NDAC TITLE 54 SUBJECT TO THE ATTORNEY GENERAL REVIEW AS TO THE LEGALITY WHICH INCLUDES THE FOLLOWING:</p> <ul style="list-style-type: none"> • ARTICLE 54-01 GENERAL ADMINISTRATION • ARTICLE 54-02 NURSE LICENSURE • ARTICLE 54-03.2 STANDARDS FOR NURSING EDUCATION PROGRAMS • ARTICLE 54-04.1 NURSING EDUCATION LOANS • ARTICLE 54-05 STANDARDS OF PRACTICE • ARTICLE 54-07 UNLICENSED ASSISTIVE PERSON • ARTICLE 54-09 WORKPLACE IMPAIRMENT PROGRAM - REPEAL <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, absent; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>																									
7.4-2 Legislative Bills Affecting State Agencies	None																									
7.4-3 Legislative Committees	None																									
7.4-4 Communication with Senators and Representatives	None																									
9.0 Program Monitoring Committee	None																									
9.1 Nursing Education Committee –	Will meet March 17 th @ 1:00 p.m.																									
9.2 Finance Committee	Will meet in April 16 th @ 3:00 p.m.																									
9.3 Executive Committee	None																									
9.4 Nursing Practice Committee	Will schedule a meeting prior to the May Board Meeting																									
9.5 Technology Committee	March 5 th @ 3:30 p.m.																									
9.6-1 Board Representative-Prescription Drug Monitoring Program Committee	None																									
9.6-2 North Dakota Center for Nursing	Update given by Dr. Patricia Moulton																									

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AGENDA	ACTION
10.1 Website & Renewal	As of 01/01/2014, a total of 8573 nurses renewed and 1179 went inactive. Of the 8573 renewals, there were 1724 LPNs, 6328 RNs, and 521 APRN/SPRN. The board also reviewed the current progress on the website redesign.
11.1 Board Governance & Board Member Role	None
11.2 Dakota Nurse Connection	New board members will be highlighted in the next edition.
11.3 Board Meeting Evaluation	Completed utilizing Survey Monkey

CONSENT AGENDA:

8.1 NCSBN
8.1-1 Raising the PN passing standard
8.1-2 Environmental Scan
8.2 Office Management
8.3 Nursing Practice
8.3-1 Summary of practice calls
8.3-2 Prescriptive Authority Applications
8.3-3 Procedure for Repacking of Medication in LTCF – Final
8.4 Workplace Impairment Program Report
8.4-1 Statistics
8.5 Unlicensed Assistive Person/Medication Assistant
8.5-1 Testing Summary Report
8.5-2 NNAAP Testing
8.6 Licensure
8.6-1 Nurse Licensure Compact Administrators Review of 2012-2013
8.6-2 NCLEX-PN
8.6-3 NCLEX-RN
8.7 Discipline
8.7-1 Discipline Statistics/Case Activity Report
8.7-2 NLC Case Log
8.7-3 Case Disposition by Board – Policy Update
8.7-4 Star Tribune – Minnesota NB Votes to seek more disciplinary power
8.7-5 Comparison of Diversion Cases
8.8 Legal Counsel
8.9 Education
8.9-1 Ratification of approval of continuing education for contact hours
8.9-2 Distance education nursing program report
8.9-3 Education Dialogue report
8.9-4 Faculty Development program report
8.9-5 Distance Nursing Education Program Guidelines – revisions

UPCOMING MEETINGS & REPORT OF MEETINGS ATTENDED:

12.1 National Council of State Boards of Nursing Annual Meeting, August 13-15, 2014 – Chicago, IL.
12.2 NCSBN Monthly Meetings by teleconference calls and onsite:
12.2-1 Policy Call - January 16
12.2-2 Education Knowledge Network February 5; April 3
12.2-3 Discipline Knowledge Network – December 19; February 20

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12.2-4 EO Knowledge Network – February 24
12.2-5 NLCA Meeting – February 5-6; March 9; August 12
12.2-6 Mid-Year Meeting, March 10-12, 2014.
12.2-7 NCSBN Executive Officers Leadership Seminar – June 24-25.
12.2-8 Operations & IT Conference – May 13-14, 2014
12.2-9 NCLEX Conference –
12.2-10 APRN Knowledge Network – January 23; March 20 Reported on highlights of the meeting. Some states are requiring a completion of a “Transition to Practice” program prior to licensure, and lost 40% of their nursing program graduates. Transition to Practice is a required number of hours practiced before full licensure can be obtained.
12.2-11 NCSBN Long Term Care Conference
12.2-12 Practice Knowledge Network – November 7
12.2-13 EO Forum – March 24-25, 2014
12.2-14 TERCAP – November 20
12.3 North Dakota Organization of Nurse Executives
12.4 North Dakota Nurses Association -
12.5 North Dakota Rural & Public Health Conference – June 18-20; 2014 Alerus Center, GF
12.6 North Dakota Hospital Association Annual Convention and Trade Show
12.7 North Dakota LTCA Professional Development Conference, December 11-13.
12.8 North Dakota State Health Council;
12.9 ND Health Care Reform Review Committee – January 15, 2014
12.10 ND Department of Human Services – ALC – December 9, 2013
12.11 ND Board of Clinical Laboratory Practice – January 14
12.12 Reducing Pharmaceutical Narcotics in our Community – October 23; December 3; January 22 Kalanek indicated she has been participating. Group made up of occupational health groups whose purpose is to educate the community with pharmaceutical narcotics by the ND Dept of Health.
12.13 Medication administration in Schools – February 2014 - Meetings have been held with ND Dept of Health and School Board Association and School Nurses.
12.14 Health Services Committee – January 8, 2014
12.15 Health Advisory Committee – November 25, 2013

Staff Presentations:

13.1 Federation of Associations of Regulatory Board Forum – January 24-26, 2014.

The meeting recessed from 12:00 p.m. for lunch and reconvened at 1:00 p.m.

The meeting adjourned at 2:15 p.m. on January 16th, 2014.

Constance B. Kalanek, RN, PhD, FRE
Executive Director - Draft 1/21/2014