

## North Dakota Board of Nursing Meeting Minutes – November 17, 2016

| Call to Order:   | November 17, 2016 at 8:30 a.m. – NDBON Board Conference Room – 919 S 7 <sup>th</sup> Street, Suite 504, Bismarck ND  |   |  |
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| Roll Call:   | Eight members present as follows:  |   |  |
|  | Jane Christianson, RN Member, President  | Mary Beth Johnson, RN Member                                    |  |
|  | Michael Hammer, RN Member, Vice-President  | Wendi Johnston, LPN Member                                      |  |
|  | Paula Schmalz, APRN Member, Treasurer  | Bonny Mayer, LPN Member   |  |
|  | Jamie Hammer, RN Member  | Clara Sue Price, Public Member                                  |  |
|  | Absent: Janelle Holth, RN Member   |   |  |
|  | Staff Present:   |   |  |
|  | Stacey Pfenning, APRN, Executive Director  | Melissa Hanson, RN, Associate Director for Discipline           |  |
|  | Tammy Buchholz, RN, Associate Director for Education   | Patricia Hill, RN, Assistant Director for Practice & Discipline |  |
|  | Julie Schwan, Administrative Services Coordinator  |   |  |
|  | Other individuals were present as indicated on the Board Meeting Attendance Roster.  |   |  |
| AGENDA   | DISCUSSION & ACTION  |   |  |
| 1.1 Consent Agenda                                     | <i>Discussion:</i> The consent agenda was reviewed with no items identified for discussion.<br><i>Motion:</i> Price, seconded by Schmalz to:<br><b>ADOPT THE CONSENT AGENDA AS PRESENTED.</b><br><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes.<br>8 yes, 0 no, 1 absent. Motion carried.   |   |  |
| 1.2 Agenda   | <i>Discussion:</i> The agenda was reviewed. No additions were identified.<br><i>Motion:</i> Schmalz, seconded by Price to:<br><b>APPROVE AGENDA AS DISTRIBUTED.</b><br><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes.<br>8 yes, 0 no, 1 absent. Motion carried.   |   |  |
| 1.3 Public Forum 9:00 a.m.                             | No one was present for the open forum.   |   |  |
| 2.1 September 29, 2016 Meeting Minutes & Public Notice | <i>Discussion:</i> The minutes of the September 29, 2016 meeting were reviewed. No changes were identified.<br><i>Motion:</i> Johnson, seconded by M. Hammer to:<br><b>APPROVE THE MINUTES OF THE SEPTEMBER 29, 2016 MEETING.</b><br><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes.<br>8 yes, 0 no, 1 absent. Motion carried.   |   |  |
| 3.1 Financial Statements                               | The financial statements through October 31, 2016 were reviewed. Income is at 23% and expenses at 30% of budgeted. A comparison of this fiscal year to last fiscal year was reviewed.  |   |  |
| 3.2 Audit Report 2015-2016                             | <i>Discussion:</i> Collin Engelhardt, CPA, from Eide Bailly was present to address the board regarding the 2015-2016 Fiscal Year audit report. Mr. Engelhardt reviewed the report in detail with no issues or concerns identified. There is one significant deficiency that is noted each year as the board does not prepare its own financial statements and has chosen Eide Bailly to prepare the statements.<br><i>Motion:</i> Johnson, seconded by Schmalz to:<br><b>ACCEPT THE 2015-2016 AUDIT REPORT.</b><br><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes.<br>8 yes, 0 no, 1 absent. Motion carried. |   |  |

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| AGENDA   | DISCUSSION & ACTION  |
|--|--|
| 4.1.1 Request for Reinstatement – Amanda Blake, L11010 – Executive Session | <p><i>Discussion:</i> Amanda Blake, LPN was present to request reinstatement of her surrendered LPN license. The board went into Executive Session to discuss her case which included personal health information.</p> <p><i>Motion:</i> Price, seconded by Schmalz that:<br/><b>THAT THE BOARD HOLD AN EXECUTIVE SESSION TO CONSIDER THE FOLLOWING ACCORDING TO NDCC SECTION 44-04-18.1: AGENDA ITEM 4.1.1 AMANDA BLAKE TO DISCUSS HEALTH INFORMATION.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p> <p><i>Discussion:</i> The board reconvened in open meeting to consider Amanda Blake's request for reinstatement. The disciplinary review panel offered no recommendation on the request. Board members discussed reinstatement concerns with Ms. Blake and offered suggestions for a future request for reinstatement.</p> <p><i>Motion:</i> Schmalz, seconded by M. Hammer to:<br/><b>DENY AMANDA BLAKE'S REQUEST FOR REINSTATEMENT OF HER SURRENDERED LPN LICENSE.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p> |
| 4.2.1 Request for Reissuance – Lisa Neumiller, APRN, R31745                | <p><i>Discussion:</i> Lisa Neumiller, APRN is requesting reissuance of her APRN Prescriptive Authority from encumbered status to full licensure status. The board reviewed the current order and discussed the disciplinary review panel recommendation to reissue her license to full licensure status. The terms and conditions of the board order dated November 19, 2015 have been completed as reported by staff.</p> <p><i>Motion:</i> Schmalz, seconded by M. Hammer to:<br/><b>GRANT LISA NEUMILLER'S REQUEST FOR REISSUANCE OF HER APRN PRESCRIPTIVE AUTHORITY TO UNRESTRICTED PRACTICE AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF THE STIPULATION FOR SETTLEMENT DATED NOVEMBER 19, 2015.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>  |
| 4.2.2 Request for Reissuance – Debra Miller, L11025                        | <p><i>Discussion:</i> Debra Miller, LPN is requesting reissuance of her LPN license from encumbered status to full licensure status. The board reviewed the current order and discussed the disciplinary review panel recommendation to reissue her license to full licensure status. The terms and conditions of the board order dated November 19, 2015 have been completed as reported by staff.</p> <p><i>Motion:</i> Johnson, seconded by Mayer to:<br/><b>GRANT DEBRA MILLER'S REQUEST FOR REISSUANCE OF HER LPN LICENSE TO UNRESTRICTED PRACTICE AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF THE STIPULATION FOR SETTLEMENT DATED NOVEMBER 19, 2015.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>   |
| 4.2.3 Request for Reissuance – Rebecca Birkholz, L10821                    | <p><i>Discussion:</i> Rebecca Birkholz, LPN is requesting reissuance of her LPN license from encumbered status to full licensure status. The board reviewed the current order and discussed the disciplinary review panel recommendation to reissue her license to full licensure status. The terms and conditions of the board order dated September 25, 2014 have been completed as reported by staff.</p> <p><i>Motion:</i> Johnson, seconded by Johnston to:<br/><b>GRANT REBECCA BIRKHOLZ'S REQUEST FOR REISSUANCE OF HER LPN LICENSE TO UNRESTRICTED PRACTICE AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF THE STIPULATION FOR SETTLEMENT DATED SEPTEMBER 25, 2014.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>  |
| 4.3.1 Request for Reconsideration – David Krentz, R29070                   | <p><i>Discussion:</i> David Krentz, RN is currently under an encumbrance and is requesting modification of his board order regarding employment supervision. His potential employer has contacted the board office and indicated how the supervision would occur in this particular employment setting. The disciplinary review panel believes this employment position is a good fit for Mr. Krentz and recommends the board approve the amendment to the stipulation for settlement regarding employment supervision.</p> <p><i>Motion:</i> M. Hammer, seconded by Johnson to:<br/><b>APPROVE THE AMENDED STIPULATION FOR SETTLEMENT FOR DAVID KRENTZ, RN WITH REVISIONS RELATING TO HIS EMPLOYMENT.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>   |

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|---|---|--------------|-------------|-------------|-------------|-----------------|--------|--------------|-------|
| 4.5 Surrender   | <p><i>Discussion:</i> One individual has signed and submitted a surrender, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the surrender.</p> <p><i>Motion:</i> Mayer, seconded by M. Hammer to:<br/><b>APPROVE AND ACCEPT THE TERMS OF THE PROPOSED SURRENDER AS A FINAL ORDER OF THE BOARD FOR THE FOLLOWING:</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Name</th> <th style="text-align: center;">Lic/Reg #</th> <th style="text-align: center;">City, State</th> <th style="text-align: center;">Penalty Fee</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Hagen, Danielle</td> <td style="text-align: center;">L13549</td> <td style="text-align: center;">Moorhead, MN</td> <td style="text-align: center;">\$200</td> </tr> </tbody> </table> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>                  | Name         | Lic/Reg #   | City, State | Penalty Fee | Hagen, Danielle | L13549 | Moorhead, MN | \$200 |
| Name  | Lic/Reg #   | City, State  | Penalty Fee |             |             |                 |        |              |       |
| Hagen, Danielle   | L13549  | Moorhead, MN | \$200       |             |             |                 |        |              |       |
| 4.6.1 Stipulation for Settlement – Rochelle Hakanson, R31280 & L9497 (lapsed) | <p><i>Discussion:</i> A Stipulation for Settlement was received from Rochelle Hakanson, RN &amp; LPN 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 (1)(5) and NDAC 54-02-07-01.1 (5)(8).</p> <p><i>Motion:</i> Johnson, seconded by Johnston to:<br/><b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR ROCHELLE HAKANSON, RN &amp; LPN, AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>◆ <b>ISSUE A REPRIMAND;</b></li> <li>◆ <b>ASSESS A \$1000 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>◆ <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>  |              |             |             |             |                 |        |              |       |
| 4.6.2 Stipulation for Settlement – Lori Hilar, L14358                         | <p><i>Discussion:</i> A Stipulation for Settlement was received from Lori Hilar, LPN 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 (1)(5) and NDAC 54-02-07.01-1 (5)(8).</p> <p><i>Motion:</i> M. Hammer, seconded by Mayer to:<br/><b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR LORI HILAR, LPN AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>◆ <b>ISSUE A REPRIMAND;</b></li> <li>◆ <b>ASSESS AN \$1000 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>◆ <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>   |              |             |             |             |                 |        |              |       |
| 4.6.3 Stipulation for Settlement – Erin Fullenwider, R42703                   | <p><i>Discussion:</i> A Stipulation for Settlement was received from Erin Fullenwider, 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)(7). It was noted that there are certain allegations in the board order in which Ms. Fullenwider neither admits nor denies the allegations.</p> <p><i>Motion:</i> Johnson, seconded by Schmalz to:<br/><b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR ERIN FULLENWIDER, RN AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>◆ <b>ISSUE A REPRIMAND;</b></li> <li>◆ <b>ASSESS AN \$800 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>◆ <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, recuse; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 7 yes, 0 no, 1 recuse, 1 absent. Motion carried.</p>   |              |             |             |             |                 |        |              |       |
| 4.6.4 Stipulation for Settlement – Shannon Azure, L13786                      | <p><i>Discussion:</i> A Stipulation for Settlement was received from Shannon Azure, LPN 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 (6)(8)(9). Ms. Azure has graduated from an RN nursing program and will be allowed to take NCLEX-RN, and if she passes she shall be licensed as an RN, the RN License shall be immediately suspended.</p> <p><i>Motion:</i> Johnson, seconded by M. Hammer to:<br/><b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR SHANNON AZURE, LPN AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>◆ <b>SUSPEND HER LICENSE FOR TWO YEARS;</b></li> <li>◆ <b>ASSESS A \$1,000 PENALTY PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>◆ <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p> |              |             |             |             |                 |        |              |       |

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| 4.6.5 Stipulation for Settlement – Chantel Lewis, R41865                          | <p><i>Discussion:</i> A Stipulation for Settlement was received from Chantel Lewis, 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)(7). It was noted that Ms. Lewis neither admits nor denies one of the allegations listed in the order.</p> <p><i>Motion:</i> Johnson, seconded by Schmalz to:</p> <p><b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR CHANTEL LEWIS, RN AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>◆ <b>ENCUMBER HER LICENSE FOR TWO YEARS;</b></li> <li>◆ <b>ASSESS A \$600 PENALTY PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>◆ <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, recuse; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 7 yes, 0 no, 1 recuse, 1 absent. Motion carried.</p>   |
| 4.9.1 David Chakua, L13653  | <p><b>EMERGENCY SUSPENSION</b> issued to David Chakua, LPN, West Fargo, ND on October 10, 2016. PVR received from Sheyenne Care Center, Valley City, ND with allegations related to difficulty completing medication pass and odor of alcohol on his breath with positive blood alcohol test. Employment retained but was later terminated for failing to document and practice issues. In addition, it was found he had been untruthful when interviewed by Board staff regarding previous termination from employment, previous discipline by employers, and previous investigation by the Board. Respondent's license is <b>SUSPENDED</b> for 5 years or until retracted, modified, or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board.</p>  |
| 4.9.2 Roxanne Montgomery, R27860 & L7964 (lapsed)                                 | <p><b>EMERGENCY SUSPENSION</b> issued to Roxanne Montgomery, RN &amp; LPN, Bismarck, ND on November 2, 2016. Anonymous complaint received 8/22/16 and three anonymous phone calls (8/31/16, 9/28/16 &amp; 10/5/16) related to allegations of erratic and aggressive behavior, concerns related to mental well-being as well as safety to practice. Respondent's license is <b>SUSPENDED</b> for 5 years or until retracted, modified or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board.</p>  |
| 4.9.3 Cassondra Anderson, L14999  | <p><b>EMERGENCY SUSPENSION</b> issued to Cassondra Anderson, LPN, Newfolden, MN on November 9, 2016. Notification received through NURSYS of disciplinary action by the MN Board of Nursing against her LPN license. Allegations related to unprofessional conduct and multiple narcotic medication errors. Respondent's license is <b>SUSPENDED</b> for 5 years or until retracted, modified or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board.</p>   |
| 4.9.4 Ann Larson, L6321   | <p><b>NOTICE OF SUSPENSION</b> issued to Ann Larson, LPN, Minnewaukan, ND on November 10, 2016 for violation of terms and conditions of her board order dated September 10, 2015. Respondent's license is automatically <b>SUSPENDED</b> for a period of three years.</p>   |
| 4.9.5 Brian Leier, R36434   | <p><b>EMERGENCY SUSPENSION</b> issued to Brian Leier, RN, Fargo, ND on November 16, 2016. PVR received from Vibra Hospital in Fargo, ND related to allegations of unusual activity by charge nurse and positive drug screen. Respondent's license is <b>SUSPENDED</b> for 5 years or until retracted, modified or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board.</p>  |
| 5.1-1 Dickinson State University – AASPN & BSN Program Paper/Interim Survey (NEC) | <p><i>Discussion:</i> Dr. Mary Ann Marsh, Chair of Dickinson State University Nursing Program was present for this agenda item. The Nursing Education Committee reviewed in detail the Paper/Interim Survey Report for Dickinson State University AASPN &amp; BSN Nursing programs. Twenty-four of the NDAC Article 54-03.2 Standards of Nursing Education Programs were examined for the survey. There were no issues of non-compliance identified. There were two issues of partial compliance noted for NDAC 54-03.2-04-07 Preceptors and NDAC 54-03.2-05-01 Student policies.</p> <p><i>Motion from Nursing Education Committee that:</i></p> <p><b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>FIND THE DICKINSON STATE UNIVERSITY NURSING EDUCATION PROGRAMS IN SUBSTANTIAL COMPLIANCE WITH ND ADMINISTRATIVE CODE 54-03.2 STANDARDS FOR NURSING EDUCATION PROGRAMS; AND</b></li> <li>2. <b>GRANT FULL APPROVAL OF THE DICKINSON STATE UNIVERSITY ASSOCIATE DEGREE PRACTICAL NURSE AND BACCALAUREATE DEGREE NURSING EDUCATION PROGRAMS UNTIL NOVEMBER 2021, AND REQUIRE AN ONSITE SURVEY IN 2021.</b></li> <li>3. <b>REQUIRE THE DICKINSON STATE UNIVERSITY NURSING EDUCATION PROGRAMS NURSE ADMINISTRATOR TO SUBMIT A COMPLIANCE REPORT BY JULY 1, 2017 TO ADDRESS THE ISSUES OF PARTIAL COMPLIANCE WITH NORTH DAKOTA ADMINISTRATIVE CODE 54-03.2 STANDARDS FOR NURSING EDUCATION PROGRAMS: 54-03.2-04-07. PRECEPTORS.</b></li> </ol> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p> |

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| <p>5.1-2 United Tribes Technical College, AASPN Program – Paper/Interim Survey (NEC)</p> | <p><i>Discussion:</i> The Nursing Education Committee reviewed in detail the Paper/Interim Survey Report for United Tribes Technical College AASPN Program. Twenty-one of the NDAC Article 54-03.2 Standards of Nursing Education Programs were examined for the survey. There were five issues of non-compliance with the rules identified below:</p> <ul style="list-style-type: none"> <li>54-03.2-02-04. Nursing education program consistency with sponsor institution.</li> <li>54-03.2-02-05. Nursing education program evaluation.</li> <li>54-03.2-02-06. Financial support.</li> <li>54-03.2-04-06. Non-nursing faculty qualifications.</li> <li>54-03.2-06-02. Programmatic changes.</li> </ul> <p>There were five issues of partial compliance identified below:</p> <ul style="list-style-type: none"> <li>54-03.2-03-01. Administrator responsibilities.</li> <li>54-03.2-04-03. Practical or associate degree nurse education program faculty qualifications.</li> <li>54-03.2-04-08. Employment of academically unqualified faculty</li> <li>54-03.2-05-01. Student policies</li> <li>54-03.2-06-01. General curriculum.</li> </ul> <p>Surveyors recommended placing the program on conditional approval status due to the number of issues of non-compliance and partial compliance. It was noted that there was a change in program administration since last spring and the program was cited for failure to notify the board of this change. The new chair of the program, a faculty member, assumed the position of chair this fall. Surveyors noted the report lacked evidence of meeting certain standards, and that an on-site visit will help determine if the evidence of meeting the standards do exist, but were not submitted in the report. The Nursing Education Committee discussed the timing of the survey and directed staff to work with UTTC administration to determine a time in Spring 2017.</p> <p><i>Motion from the Nursing Education Committee that:</i><br/> <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THAT THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>FIND THE UNITED TRIBES TECHNICAL COLLEGE NURSING EDUCATION PROGRAM TO BE IN PARTIAL COMPLIANCE WITH ND ADMINISTRATIVE CODE 54-03.2 STANDARDS FOR NURSING EDUCATION PROGRAMS; AND</b></li> <li>2. <b>PLACE THE UNITED TRIBES TECHNICAL COLLEGE ASSOCIATE DEGREE PRACTICAL NURSE PROGRAM ON CONDITIONAL APPROVAL STATUS UNTIL SEPTEMBER 2017, AT WHICH TIME THE ND BOARD OF NURSING WILL DETERMINE WHETHER STATED DEFICIENCIES HAVE BEEN SUFFICIENTLY CORRECTED; AND</b></li> <li>3. <b>IF A LEVEL OF SUBSTANTIAL COMPLIANCE IS NOT DEMONSTRATED BY SEPTEMBER 2017, THE ND BOARD OF NURSING WILL DETERMINE A COURSE OF ACTION, WHICH WILL INCLUDE CONTINUED CONDITIONAL APPROVAL OR WITHDRAWAL OF BOARD APPROVAL AND THE SETTING OF A DATE TO DISCONTINUE THE PROGRAM; AND</b></li> <li>4. <b>REQUIRE A FULL ONSITE SURVEY OF THE UNITED TRIBES TECHNICAL COLLEGE NURSING EDUCATION PROGRAM BY SPRING 2017.</b></li> </ol> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p> |
| <p>5.1-3 ND State College of Science PN &amp; AND Programs, Survey Compliance Report</p> | <p><i>Discussion:</i> The board reviewed an overview of the ND State college of Science AAPN and ASN programs compliance report as required by the Board in September 2016 related to NDAC 54-03.2-03.01 Administrator Responsibilities. Staff determination based on evidence submitted is that the rule is fully met.</p> <p><i>Motion:</i> Johnson, seconded by Johnston to:</p> <p><b>MOVE THAT THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>FIND THE COMPLIANCE REPORT SUBMITTED BY THE NDSCS ASSOCIATE DEGREE PRACTICAL NURSE AND ASSOCIATE DEGREE NURSING PROGRAMS' NURSE ADMINISTRATOR ADDRESSING THE DEFICIENCY OF PARTIAL COMPLIANCE WITH <u>54-03.2-03-01, ADMINISTRATOR RESPONSIBILITIES</u>. MEETS THE STANDARD; AND</b></li> <li>2. <b>FIND THE NDSCS ASSOCIATE DEGREE PRACTICAL NURSE AND ASSOCIATE DEGREE NURSING PROGRAMS' IN SUBSTANTIAL COMPLIANCE WITH <u>ND ADMINISTRATIVE CODE 54-03.2</u>; AND</b></li> <li>3. <b>CONTINUE FULL APPROVAL OF THE NDSCS ASSOCIATE DEGREE PRACTICAL NURSE AND ASSOCIATE DEGREE NURSING PROGRAMS' UNTIL MAY 2021 AS GRANTED MAY 19, 2016 AND REQUIRE AN ONSITE SURVEY IN 2021.</b></li> </ol> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>   |

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| AGENDA  | DISCUSSION & ACTION  |
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| 5.1-4 Sitting Bull College – AASPN Program – Survey Compliance Report             | <p><i>Discussion:</i> The board reviewed an overview of the Sitting Bull College ASPN program compliance report as required by the Board in September 2016 related to NDAC 54-03.2-05 Nursing Program Evaluation and NDAC 54-03.2-02-06 Financial Support. Staff determination based on evidence submitted is that the rule NDAC 54-02.2-05 Nursing Program Evaluation is fully met and NDAC 54-03.2-02-06 Financial Support is partially met.</p> <p><i>Motion:</i> Johnson, seconded by M. Hammer:</p> <p><b>MOVE THAT THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>FIND THE COMPLIANCE REPORT SUBMITTED BY THE SITTING BULL COLLEGE ASSOCIATE DEGREE PRACTICAL NURSE PROGRAM NURSE ADMINISTRATOR ADDRESSING THE DEFICIENCIES OF PARTIAL COMPLIANCE WITH A) <u>54-03.2-02-05. NURSING PROGRAM EVALUATION</u> – MEETS THE STANDARD AND B) <u>54-03.2-02-06. FINANCIAL SUPPORT</u>. - PARTIALLY MEETS THE STANDARD; AND</b></li> <li>2. <b>FIND THE SITTING BULL COLLEGE ASSOCIATE DEGREE PRACTICAL NURSE PROGRAM IN SUBSTANTIAL COMPLIANCE WITH <u>ND ADMINISTRATIVE CODE 54-03.2</u>; AND</b></li> <li>3. <b>CONTINUE FULL APPROVAL OF THE SITTING BULL COLLEGE ASSOCIATE DEGREE PRACTICAL NURSE PROGRAM UNTIL NOVEMBER 2020 AS GRANTED NOVEMBER 19, 2015; AND</b></li> <li>4. <b>REQUIRE THE SITTING BULL COLLEGE ASSOCIATE DEGREE PRACTICAL NURSE PROGRAM NURSE ADMINISTRATOR TO SUBMIT A COMPLIANCE REPORT BY MAY 1, 2017 TO ADDRESS THE ISSUE OF PARTIAL COMPLIANCE WITH NORTH DAKOTA ADMINISTRATIVE CODE 54-03.2 STANDARDS FOR NURSING EDUCATION PROGRAMS: <u>54-03.2-02-06. FINANCIAL SUPPORT</u>.</b></li> </ol> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>                 |
| 5.2-1 University of Mary DNP FNP Program Course Programmatic Change Request (NEC) | <p><i>Discussion:</i> The University of Mary submitted a request for a programmatic change for the Doctor of Nursing Practice, Family Nurse Practitioner Program for review. The NEC reviewed the request for curriculum revisions and the rationale for the changes in detail.</p> <p><i>Motion from the Nursing Education Committee:</i></p> <p><b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD APPROVE THE UNIVERSITY OF MARY, DOCTOR OF NURSING PRACTICE, FNP CURRICULUM PROGRAM REQUESTS FOR MAJOR PROGRAMMATIC CHANGES AS THE PROGRAM HAS FULL APPROVAL FROM THE ND BOARD OF NURSING AND THE PROGRAMMATIC CHANGES ARE IN COMPLIANCE WITH <u>NDAC 54-03.2-06-02. PROGRAMMATIC CHANGES</u>.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, recuse; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 7 yes, 0 no, 1 recuse, 1 absent. Motion carried.</p>   |
| 5.2-2 ND State College of Science – Addition of Degree Programmatic Change (NEC)  | <p><i>Discussion:</i> The ND State College of Science has submitted several programmatic changes for approval which were reviewed by NEC in detail. NDSCS was in the process of developing One Year Practical Nursing Diploma degree program and a standalone AAS Registered Nursing Program in response to the recommendations and requirements for continued accreditation of the program by the national accrediting agency ACEN (Accreditation Commission for Education in Nursing). Those requirements included decreasing credit hours of the practical nurse program and changing the degree offered to a Practical Nursing Diploma. ACEN has made changes to their Standards which will be effective January 2017 and no longer requires the program to decrease credit hours or change degree designation. The program intends to move forward with the implementation of the standalone AAS Registered Nurse degree option while continuing to offer the AASPN and AND RN degree options. The College will begin accepting students for the program in April 2016 with an August 2016 fall semester program start date.</p> <p><i>Motion from the Nursing Education Committee:</i></p> <p><b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD APPROVE THE NORTH DAKOTA STATE COLLEGE OF SCIENCE, DEPARTMENT OF NURSING REQUEST FOR THE ADDITION OF A TWO-YEAR STANDALONE ASSOCIATE OF APPLIED SCIENCE (AAS) REGISTERED NURSING PROGRAM AS A MAJOR PROGRAMMATIC CHANGE AS THE PROGRAM HAS FULL APPROVAL FROM THE ND BOARD OF NURSING AND THE PROGRAMMATIC CHANGE IS IN COMPLIANCE WITH <u>NDAC 54-03.2-06-02. PROGRAMMATIC CHANGES</u>.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p> |
| 5.2-3 ND State College of Science – Deletion of Degree Programmatic Change (NEC)  | <p><i>Discussion:</i> NDSCS requests deletion of the one year Practical Nursing Diploma degree formerly requested and approved by the Board in July 2016 and plans to continue to offer the current AASPN program. The College has received requests and support for the continuation of the AASPN program.</p> <p><i>Motion from the Nursing Education Committee:</i></p> <p><b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD APPROVE THE NORTH DAKOTA STATE COLLEGE OF SCIENCE, DEPARTMENT OF NURSING REQUEST FOR THE DELETION OF THE ONE-YEAR PRACTICAL NURSING DIPLOMA PROGRAM AS A MAJOR PROGRAMMATIC CHANGE AS THE PROGRAM HAS FULL APPROVAL FROM THE ND BOARD OF NURSING AND THE PROGRAMMATIC CHANGE IS IN COMPLIANCE WITH <u>NDAC 54-03.2-06-02. PROGRAMMATIC CHANGES</u>.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>  |

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| AGENDA   | DISCUSSION & ACTION   |
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| 5.2-4 ND State College of Science – ASN Program Course Programmatic Change (NEC)                       | <p><i>Discussion:</i> ND State College of Science submitted a programmatic change request for their Associate in Nursing Registered Nurse Program for approval. The Nursing Education Committee reviewed the request for offering NURS 255 1 credit online course in summer session rather than fall semester. The change would take effect Summer 2017.</p> <p><i>Motion from the Nursing Education Committee:</i><br/> <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD APPROVE THE NORTH DAKOTA STATE COLLEGE OF SCIENCE ASSOCIATE IN NURSING, REGISTERED NURSING PROGRAM CURRICULUM MAJOR PROGRAMMATIC CHANGE AS THE PROGRAM HAS FULL APPROVAL FROM THE ND BOARD OF NURSING AND THE PROGRAMMATIC CHANGE IS IN COMPLIANCE WITH <u>NDAC 54-03.2-06-02</u>, PROGRAMMATIC CHANGES.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>   |
| 5.4-1 Staff Request for Extension of Approval for University of Mary BSN & DNP Programs                | <p><i>Discussion:</i> The University of Mary BSN &amp; DNP programs had a scheduled paper/interim survey due November 2016. Due to the heavy survey schedule workload for November, staff request that the board extend the approval for University of Mary's programs until January 2017. Staff indicated they hired Jane Hoerner, former Nursing Education Director, under contract to assist with education workload prior to this meeting. The survey schedule will be reviewed and realigned for a more manageable workload.</p> <p><i>Motion:</i> Schmalz, seconded by M. Hammer to:<br/> <b>APPROVE THE STAFF REQUEST TO EXTEND THE CURRENT UNIVERSITY OF MARY BACCALAUREATE AND DOCTORATE DEGREE NURSING PROGRAMS' APPROVAL FROM NOVEMBER 2016 TO JANUARY 2017, AS THE PROGRAMS HAVE FULL APPROVAL FROM THE ND BOARD OF NURSING ACCORDING TO <u>ND ADMINISTRATIVE CODE 54-03.2</u>.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>   |
| 7.1-1 Family Planning Clinics and Standing Orders/Protocols for contraceptives and treating STI update | <p><i>Discussion:</i> The following representatives from the ND Department of Health were present for this agenda item: Dr. Terry Dwelle, Kirby Krueger, Cora Rabenberg, Kim Mertz, Amy Burke. Kirby Krueger and Dr. Terry Dwelle provided written testimony to the board regarding this issue (see attached). Brian Bergeson, SAAG was also present for this agenda item and provided direction regarding the administrative rules and NPA as it relates to RN Scope of Practice. Other individuals from the community contributed to the discussion.</p> <p>The Board and staff had numerous discussions with the ND Dept of Health, ND Board of Pharmacy &amp; ND Board of Medicine regarding the issue of RN practice at Title X Family Planning Clinics throughout the state of ND as it relates to diagnosis and treatment of STIs and the dispensing and administering of a select hormonal contraception for clients that have not been evaluated by a licensed practitioner. As reported by Dr. Dwelle, after review of the standing orders and information provided by the Dept of Health to the ND Board of Pharmacy, it was determined that the medication given to clients for STIs would be consider administration of medications, while the distribution of the birth control pills would be considered dispensing. Dr. Dwelle indicated if interpretation or variance cannot be provided in current law or rules, legislative changes would be necessary to allow the practice to continue. Staff provided the board with a summary of extensive research on this subject and how this was addressed in other states. In states where the practice is allowed, there are legislative provisions, and in the majority of the states it is addressed through pharmacy regulations. Bergeson provided direction throughout the discussion in regards to rules and laws of the Practices Act. The board indicated it is not within the scope of practice of an RN to independently decide to dispense medication or administer prescribed medications based on diagnostics without a licensed practitioner evaluation. Board members discussed providing the services through telehealth or telemedicine to allow a provider to assess and provide a diagnosis of the client prior to the administration or dispensing of any prescribed medication. The board reviewed the Standing Orders for the treatment of Chlamydia and the Standing Orders for the Treatment of Gonorrhea and information sheets provided for both. It was discussed that the standing orders provided by the ND Dept of Health were very specific to the outcome of the test and the type of medication administered. The board directed staff to continue to work with ND Dept of Health, ND Board of Pharmacy and ND Board of Medicine to look for a solution for this issue.</p> <p><i>Motion:</i> Price, seconded by M. Hammer that:<br/> <b>THE BOARD SUPPORTS ALLOWING RNS TO FOLLOW THE ND DEPARTMENT OF HEALTH STANDING ORDERS FOR THE TREATMENT OF CHLAMYDIA AND STANDING ORDERS FOR THE TREATMENT OF GONORRHEA AS AUTHORIZED BY THE STATE HEALTH OFFICER.</b></p> <p><i>Roll call vote:</i> Christianson, no; J. Hammer, no; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 6 yes, 2 no, 1 absent. Motion carried.</p> |

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| AGENDA   | DISCUSSION & ACTION   |
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| 7.1-1 Family Planning Clinics and Standing Orders/Protocols for contraceptives and treating STI update (continued) | <p><i>Discussion:</i> The board discussed the issue of the RN choosing a hormonal contraceptive and then dispensing or administering the prescribed contraception to clients in family planning clinics without evaluation by a licensed practitioner. It was clarified that a client who receives birth control must see a provider within three months in order to continue the prescription. The board reviewed the Standing Orders provided by the ND Dept Health for the Provision of Hormonal Contraception by an RN prior to an Exam by a Provider. The board considered the interpretation by the ND Board of Pharmacy as this being dispensing of a medication to clients in the Family Planning Clinics.</p> <p><i>Motion:</i> Price, seconded by M. Hammer to:<br/><b>THE BOARD SUPPORTS ALLOWING RNS TO FOLLOW STANDING ORDERS FOR THE PROVISION OF HORMONAL CONTRACEPTION BY A RN PRIOR TO AN EXAM BY A PROVIDER AS AUTHORIZED BY THE STATE HEALTH OFFICER.</b></p> <p><i>Roll call vote:</i> Christianson, no; J. Hammer, no; M. Hammer, yes; Holth, absent; Johnson, no; Johnston, no; Mayer, no; Price, yes; Schmalz, no. 2 yes, 6 no, 1 absent. Motion defeated.</p> |
| 7.1-2 Counting of Controlled Substance in BC and ACF Document  | Staff presented update on the joint statement. ND Dept of Health plans to have another meeting with BON and BOM to clarify statement. Staff will provide bring statement to January 2017 meeting, if complete.  |
| 7.1-3 Scope of Practice Decision-Making Framework (NCSBN)  | <p><i>Discussion:</i> NCSBN has developed a Scope of Nursing Practice Decision-making Framework, which staff request be used in place of the one currently adopted and available to public.</p> <p><i>Motion:</i> Johnson, seconded by Schmalz to:<br/><b>APPROVE THE NCSBN SCOPE OF PRACTICE DECISION-MAKING FRAMEWORK.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>  |
| 7.2-1 Partial fill of schedule II medication – FYI   | The Board reviewed a memo from the ND Board of Pharmacy related to Partial Fill of Schedule II Medication which allows the pharmacist to fill less than the full quantity prescribed at the time of the filling. The change in the Federal Law is an attempt to decrease the amount of unnecessary, unwanted or unused prescription opioids in the household.   |
| 7.3-1 eNLC and APRN Compact-update   | <p><i>Discussion:</i> The board reviewed a Policy Brief developed by the ND Center for Nursing in support of the Enhanced Nurse Licensure and APRN Licensure Compact for the 2017 Legislative Session. The board reviewed the bill draft for each compact and discussed a suggested clarification recommended by NCSBN on enabling language related to the “administrator” as discussed in the law. The board agreed to add the revision suggested by NCSBN.</p> <p><i>Motion:</i> Schmalz, seconded by Price to:<br/><b>APPROVE THE DRAFT BILLS FOR THE ENHANCED NURSE LICENSURE COMPACT AND THE APRN COMPACT WITH ADDITION OF ENABLING LANGUAGE TO PRE-FILE WITH LEGISLATIVE COUNCIL FOR THE 2017 LEGISLATIVE SESSION.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>  |
| 7.4-1 NDAC PDMP Rules  | The NDAC PDMP Rules were presented at the ND Legislative Administrative Rules Committee on September 13, 2016 and will take effect October 1, 2016.   |
| 7.4-2 Proceedings - Legislative Committees   | <a href="http://www.legis.nd.gov/assembly/63-2013/interim/15-0133-01000.pdf">http://www.legis.nd.gov/assembly/63-2013/interim/15-0133-01000.pdf</a>   |
| 7.4-3 Legislative Committee – Legislative Updates & Tracking Teams   | ND Center for Nursing website has legislative updates and tracking team information.  |
| 9.1 Nursing Education Committee  | <p><i>Discussion:</i> The Nursing Education Committee has two external members up for reappointment for another two-year term. Judy Smith, RN &amp; Nicola Roed, RN have agreed to serve another two years.</p> <p><i>Motion:</i> Johnson, seconded by M Hammer to:<br/><b>APPROVE THE REAPPOINTMENT OF NICOLA ROED, RN AND JUDY SMITH, RN ON THE NURSING EDUCATION COMMITTEE AS EXTERNAL MEMBERS FROM SEPTEMBER 2016 TO SEPTEMBER 2018.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>  |
| 9.2 Finance Committee  | Last Meeting May 18, 2016   |
| 9.3 Executive Committee  | Last Meeting May 19 & June 29   |
| 9.4 Technology Committee   | Last Meeting April 14, 2016   |
| 9.5-1 Prescription Drug Monitoring Committee   | Last Meeting April 14, 2016   |
| 9.5-2.1 ND Center for Nursing Board of Directors Meeting   | Pfenning attended the October 21, 2016 Board of Directors meeting of the ND Center for Nursing. Pfenning reported that she was appointed as President-Elect of the Board of Directors and asked if board members had any concerns about the appointment. Board members expressed no concerns and support Pfenning’s position as President-Elect which will transition to President in 2018.   |
| 9.5-2.2 Legislative Day Planning Committee   | Buchholz, Hill and Schmalz are on the planning committee for Nurses Day at the Legislature scheduled for February 6, 2017. The board discussed sponsorships and agreed by consensus to “Nursing Organization Capitol Exhibitor” for \$50 for an exhibit table in the capitol building.  |



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| 9.5-2.3 NDCFN Conference Planning   | Hanson is on the ND Center for Nursing Conference Planning Committee and reported on upcoming events.  |
| 9.5-3 Neonatal Taskforce  | Taskforce work is completed.   |
| 9.9-4 Reducing Pharmaceutical Narcotics in our Community                    | September 2016   |
| 9.9-5 ND Tri-Regulator Collaborative  | Pfenning reported on the first meeting on November 3, 2016 of the Tri-Regulator Collaborative which consists of ND Board of Nursing, Board of Pharmacy and Board of Medicine. The topic of discussion for this meeting was the standing orders in family practice clinics discussed during agenda item 7.1.1   |
| 9.5-6 Autism Spectrum Disorder Advisory Group                               | The ND Dept of Health is establishing an Autism Spectrum Disorder Database Advisory Group to provide guidance on the ASD Database and requests the ND Board of Nursing licensed nurse practitioner to participate in the advisory group. Mary Beth Johnson agreed to be appointed if the “licensed nurse practitioner” does not need to be an APRN.  |
| 10.1 Office security system   | Board staff participated in training for office security on October 20 <sup>th</sup> presented by Steven Skeen of Threat Awareness Consultants. Staff reviewed presentation with the board and indicated the board office environment was reviewed for safety. Staff suggests Mr. Skeen return for a presentation to Board members during their annual retreat.  |
| 10.2 Change “Discipline” word to “Compliance”                               | <p><i>Discussion:</i> As part of the security training with Mr. Skeen, it was recommended that the board change the works “Disciplinary” to “Compliance” throughout job descriptions and the Disciplinary Review Panel as the word “Disciplinary” carries a negative connotation.</p> <p><i>Motion:</i> Price, seconded by M. Hammer to:<br/> <b>DIRECT STAFF TO CHAGE THE WORD “DISCIPLINE” TO “COMPLIANCE” IN ALL OFFICE DOCUMENTS &amp; OTHER NECESSARY MATERIALS.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>  |
| 11.1-1 Technology Committee   | <p><i>Discussion:</i> The board discussed the purpose of the technology committee and feels between staff recommendations and the finance committee, a technology committee is not necessary.</p> <p><i>Motion:</i> Johnson, seconded by Schmalz to:<br/> <b>APPROVE DISCONTINUATION OF THE TECHNOLOGY COMMITTEE AND REVISE GOVERNANCE MANUAL ACCORDINGLY.</b></p> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>   |
| 11.1-2 Governance Manual  | Recommendation to research having a Drug Taskforce presentation and Steven Skeen for retreat and invite nurse educators.   |
| 11.2 Dakota Nurse Connection  |  |
| 12.1 Social media and Scope of Practice & Delegation presentation           | October 2016 Altru Conference – NDBON Presentation   |
| 12.2 Safe Nursing Practice 2: Discipline – Pat & Melissa – NDNA Conference  | NDNA Conference Presentation   |
| 12.3 Approval of update to director presentation offerings for stakeholders | <p><i>Discussion:</i> Staff request board approval for staff presentations for the next two years.</p> <p><i>Motion:</i> Price, seconded by M. Hammer to:<br/> <b>APPROVE THE NDBON STAFF PRESENTATIONS FOR 2017-2019 AS FOLLOWS:</b></p> <ul style="list-style-type: none"> <li>• <b>Safe Nursing Practice 1: Scope of Practice &amp; Delegation</b></li> <li>• <b>Safe Nursing Practice 2: Professional Conduct and Compliance</b></li> <li>• <b>Emerging Trends in Practice Regulation</b></li> <li>• <b>Emerging Trends in Nursing Education Regulation</b></li> </ul> <p><i>Roll call vote:</i> Christianson, yes; J. Hammer, yes; M. Hammer, yes; Holth, absent; Johnson, yes; Johnston, yes; Mayer, yes; Price, yes; Schmalz, yes. 8 yes, 0 no, 1 absent. Motion carried.</p> |

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**CONSENT AGENDA:**

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| 8.1 NCSBN  |
| 8.2 Office Management  |
| 8.3 Nursing Practice   |
| 8.4 Legal Counsel  |
| 8.5 Unlicensed Assistive Person/Medication Assistant                     |
| 8.5-1 NNAAP Testing Summary  |
| 8.5-2 NNAAP Testing Statistics   |
| 8.6 Licensure  |
| 8.6-1 NCLEX-RN Quarterly Reports – 3 <sup>rd</sup> Quarter 2016          |
| 8.6-2 NCLEX-PN Quarterly Reports – 3 <sup>rd</sup> Quarter 2016          |
| 8.6-3 Nursys Duplicate License Report                                    |
| 8.6-4 CORE Report – ND Discipline FY 2016                                |
| 8.7 Discipline   |
| 8.7-1 Discipline Statistics/Case Activity Report                         |
| 8.7-2 NLC Case Log   |
| 8.7-3 CORE Report – ND Discipline FY 2016                                |
| 8.8 Academic and Continuing Education                                    |
| 8.8-1 Ratification of approval of continuing education for contact hours |
| 8.8-2 Distance education students  |
| 8.8-3 Faculty Development Program  |
| 8.8-4 Survey Schedule Updates Fall 2016-Spring 2017                      |

The meeting recessed from 12:00 p.m. to 12:30 p.m. and adjourned at 3:00 p.m. on November 17, 2016.



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Stacey Pfenning, DNP, APRN, RN  
Executive Director  
Draft 11/22/2016