

North Dakota Board of Nursing Meeting Minutes – October 25, 2018

Call to Order: October 25, 2018 at 8:30 a.m. – NDBON Board Conference Room – 919 S 7th Street, Suite 504, Bismarck, ND

Roll Call: Seven members present as follows:
 Jane Christianson, RN Member, President
 Michael Hammer, RN Member, Vice-President
 Kevin Buettner, APRN Member
 Wendi Johnston, LPN Member
 Jamie Hammer, RN Member, Treasurer
 Mary Beth Johnson, RN Member
 Bonny Mayer, LPN Member

Absent: Janelle Holth, RN Member

Staff Present:
 Stacey Pfenning, APRN, Executive Director
 Chris Becker, Accounting/Licensure Specialist
 Tammy Buchholz, RN, Associate Director (arrived 10:30 am)
 Melissa Hanson, RN, Associate Director for Compliance
 Patricia Hill, RN, Assistant Director for Practice & Compliance

Other individuals were present as indicated on the Board Meeting Attendance Roster.

AGENDA ITEM	DISCUSSION & ACTION
1.1 Consent Agenda	<p><i>Discussion:</i> The consent agenda was reviewed with no items identified for discussion. Staff indicated most non-action items were moved to the consent agenda and members were reminded they can request an agenda item to be moved to the regular agenda for discussion.</p> <p><i>Motion:</i> Johnson, seconded by Mayer: ADOPT THE CONSENT AGENDA AS PRESENTED.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no; Holth, absent. Motion carried.</p>
1.2 Agenda	<p><i>Discussion:</i> The agenda was reviewed with no changes identified.</p> <p><i>Motion:</i> Buettner, seconded by Johnston: APPROVE THE AGENDA AS DISTRIBUTED</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no; Holth, absent. Motion carried.</p>
1.3 Public Forum 9:00 – 9:15 a.m.	No one was present to address the board for open forum.
2.1 July 19, 2018 Meeting Minutes	<p><i>Discussion:</i> The minutes of the July 19, 2018 meeting were reviewed. No corrections were identified.</p> <p><i>Motion:</i> M Hammer, seconded by Johnson to: APPROVE THE MINUTES OF THE JULY 19, 2018 MEETING AS DISTRIBUTED.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no; Holth, absent. Motion carried</p>
3.1 Eide Bailey Audit Report (Guest)	Eide Bailey representative, Barb Aasen, was present to discuss the financial overview on the new GASB statement No.68 and implementation of GASB Statement No .75. The Statement GASB 68 & 75 requires employers to report a proportionate share of the retirement plan’s net pension liability, pension expense, other postemployment benefits (OPEB) liability on the employer’s financial statements. Changes won’t affect the amount of contributions sent to NDBON. GASB 68 & 75 represent an accounting change only. The effect of the GASB statements on NDBON net position will be disclosed on the audited financial statement and footnotes for Fiscal Year 2017-2018. Audited statements are in draft version and FY statements have been submitted for final review. Final audited financial statements with adjusting entries and footnotes will be available at the next board meeting on January 17, 2019.
3.2 Financial Statements	The FY 2018-19 financial statements through September 30, 2018 were reviewed. Income is at 8% and expenses at 22% of budgeted 1 st Qtr. The YTD comparison from this year to last year were also reviewed with income 1% decrease and expenses 6% higher than last year through September 30 th .
3.3 Budget Revision for FY 2018-2019	<p><i>Discussion:</i> The board reviewed the net income adjustment of \$5K to the initial FY 18-19 Budget. The income and expense budget revisions were aligned to staff retirement dates and the 12/31/2018 end date of NNAAP Testing Administration.</p> <p><i>Motion:</i> M Hammer, seconded by Johnston to: ACCEPT THE 2018-2019 BUDGET REVISION AS DISTRIBUTED</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no; Holth, absent. Motion carried</p>

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AGENDA ITEM	DISCUSSION & ACTION
4.2.1 Request for Reissuance – Jessica Zelio LPN, L16021	<p><i>Discussion:</i> Jessica Zelio, LPN is requesting reissuance of her LPN license from encumbered status to full licensure status. The board reviewed the current order and staff reported that she has complied with the terms and conditions of the Stipulation for Settlement dated September 28, 2017.</p> <p><i>Motion:</i> Johnson, seconded by J. Hammer to: GRANT JESSICA ZELIO'S REQUEST FOR REISSUANCE OF 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 28, 2017.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>
4.2.2 Request for Reissuance – Donna Steen, LPN , L11703	<p><i>Discussion:</i> Donna Steen, LPN is requesting reissuance of her LPN license from encumbered status to full licensure status. The board reviewed the current order and staff reported that she has complied with the terms and conditions of the Order for Reinstatement dated November 19, 2015.</p> <p><i>Motion:</i> M. Hammer, seconded by J Hammer to: GRANT DONNA STEEN'S REQUEST FOR REISSUANCE OF LPN LICENSE TO UNRESTRICTED PRACTICE AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF THE ORDER FOR REINSTATEMENT OF LICENSE DATED NOVEMBER 19, 2015.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>
4.2.3 Request for Reissuance – Melissa Piatz, RN, R34041	<p><i>Discussion:</i> Melissa Piatz, RN is requesting reissuance of her RN license from encumbered status to full licensure status. The board reviewed the current order and staff reported that she has complied with the terms and conditions of the Order for Reinstatement dated September 19, 2013.</p> <p><i>Motion:</i> J. Hammer, seconded by Johnson to: GRANT MELISSA PIATZ'S REQUEST FOR REISSUANCE OF RN LICENSE TO UNRESTRICTED PRACTICE AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF THE ORDER FOR REINSTATEMENT OF LICENSE DATED SEPTEMBER 19, 2013.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, recuse; Mayer, yes. 0 no, Holth, absent. Motion carried</p>
4.2.4 Request for Reissuance – Allan Meckle, LPN , L7007	<p><i>Discussion:</i> Allan Meckle, LPN is requesting reissuance of his LPN license from encumbered status to full licensure status. The board reviewed the current order and staff reported that he has complied with the terms and conditions of the Order for Reinstatement dated September 29, 2016.</p> <p><i>Motion:</i> M. Hammer, seconded by J Hammer to: GRANT ALLAN MECKLE'S REQUEST FOR REISSUANCE OF LPN LICENSE TO UNRESTRICTED PRACTICE AND FULL LICENSURE STATUS AS HE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF THE ORDER FOR REINSTATEMENT OF LICENSE DATED SEPTEMBER 29, 2016.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes, 0 no, Holth, absent. Motion carried</p>
4.2.5 Request for Reissuance – Chantel (Lewis) Raines, RN, R41865	<p><i>Discussion:</i> Chantel Raines, RN is requesting reissuance of her RN license from encumbered status to full licensure status. The board reviewed the current order and staff reported that she has complied with the terms and conditions of the Stipulation for Settlement dated November 17, 2016.</p> <p><i>Motion:</i> Johnson, seconded by W Johnston to: GRANT CHANTEL (LEWIS) RAINES'S REQUEST FOR REISSUANCE OF RN LICENSE TO UNRESTRICTED PRACTICE AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF THE STIPULATION FOR SETTLEMENT DATED NOVEMBER 17, 2016.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, recuse; Johnson, yes; Johnston, yes; Mayer, yes, 0 no, Holth, absent. Motion carried</p>
4.2.6 Request for Reissuance – Sam Krai, RN, R42659	<p><i>Discussion:</i> Sam Krai, RN is requesting reissuance of his RN license from encumbered status to full licensure status. The board reviewed the current order and staff reported that he has complied with the terms and conditions of the Stipulation for Settlement dated October 2, 2017.</p> <p><i>Motion:</i> M. Hammer, seconded by J Hammer to: GRANT SAM KRAI'S REQUEST FOR REISSUANCE OF RN LICENSE TO UNRESTRICTED PRACTICE AND FULL LICENSURE STATUS AS HE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF THE STIPULATION FOR SETTLEMENT DATED OCTOBER 2, 2017.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, abstain; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>
4.2.7 Request for Reissuance – Nicole Hollingsworth, RN, R30132	<p><i>Discussion:</i> Nicole Hollingsworth, RN is requesting reissuance of her RN license from encumbered status to full licensure status. The board reviewed the current order and staff reported that she has complied with the terms and conditions of the Order for Reinstatement dated September 10, 2015.</p> <p><i>Motion:</i> Johnson, seconded by M. Hammer to: GRANT NICOLE HOLLINGSWORTH'S REQUEST FOR REISSUANCE OF RN LICENSE TO UNRESTRICTED PRACTICE AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF THE ORDER FOR REINSTATEMENT OF LICENSE DATED SEPTEMBER 10, 2015.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>

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4.3.1 Request for Reconsideration – Jacquelyn Seaver, LPN, L10402	<p><i>Discussion:</i> Jacquelyn Seaver, LPN signed an Order for Reinstatement dated September 28, 2017. One of the terms in the order is completion of a board approved refresher course. In August 2018; Ms. Seaver requested a 6-month extension to complete the refresher course and the Compliance Advisory Council (CAC) recommends Ms. Seaver to complete the refresher course.</p> <p><i>Motion:</i> J Hammer seconded by Buettner to: GRANT JACQUELYN SEAVER'S REQUEST FOR EXTENSION OF 6 MONTHS OF TIME TO COMPLETE THE REFRESHER COURSE</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>																				
4.4-1 Hearing – Pamela Erickson, LPN, L8878	<p><i>Discussion:</i> Brian Bergeson, SAAP, was present for a default hearing for Pamela Erickson, LPN. A compliant was filed against Pamela Erickson for violation NDCC 43-12.1-14 (3)(9) and NDAC 54-02-07-01.1 (6). Bergeson explained that the respondent failed to respond or appear to answer to the allegation(s) of the complaint. Respondent was notified of the hearing but was not present for the hearing and was not represented by counsel. The Board was presented with the procedural background of the case, including the date of service of complaint and the lack of any answer or response by the Respondent. Board staff provided testimony supporting the factual allegations of the complaint. The disciplinary review panel presented t the Board a recommendation of disciplinary sanctions. The board reviewed and discussed the facts and conclusions of lay applicable to the case.</p> <p><i>Motion:</i> M. Hammer, seconded by Johnson to: THAT THE BOARD ADOPT THE PROPOSED FINDINGS OF FACT, CONCLUSIONS OF LAW AND DEFAULT ORDER FOR PAMELA ERICKSON AS PRESENTED BY LEGAL COUNSEL AND ENTER IT'S ORDER TO :</p> <ul style="list-style-type: none"> • THAT THE RESPONDENT HAS DEFAULTED • THAT THE FACTS IN THE CASE AGAINST PAMELA ERICKSON, LPN, HAS BEEN PROVEN BY PREPONDERANCE OF THE EVIDENCE; • THAT THE ALLEGATIONS OF THE COMPLIANT DULY REFLECT VIOLATIONS OF NDCC 43-12.1-14 (3)(9) AND NDAC 54-02-07-01.1 (6) • THAT THE BOARD ENTER ITS ORDER TO: <ul style="list-style-type: none"> ▪ SUSPEND THE LICENSE FOR AN INDEFINITE PERIOD OF TIME; ▪ ASSESS A \$500 PENALTY FEE; ▪ OTHER TERMS AS SET OUT IN THE PROPOSED DEFAULT ORDER. <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>																				
4.5.1 Surrender (9:33 AM)	<p><i>Discussion:</i> Four individuals have 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 surrenders.</p> <p><i>Motion:</i> M. Hammer, seconded by Johnson to APPROVE AND ACCEPT THE TERMS OF THE PROPOSED SURRENDER AS A FINAL ORDER OF THE BOARD FOR THE FOLLOWING INDIVIDUALS:</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>NAME</th> <th>LIC/REG #</th> <th>CITY, STATE</th> <th>PENALTY FEE</th> </tr> </thead> <tbody> <tr> <td>SOHOLT, ELIZABETH</td> <td>R35120</td> <td>SURREY, ND</td> <td>\$200</td> </tr> <tr> <td>DEMORA, CASSANDRA</td> <td>R45522</td> <td>MINOT ND</td> <td>\$600</td> </tr> <tr> <td>WARNER, JESSICA</td> <td>L15697</td> <td>FORMAN, ND</td> <td>\$500</td> </tr> <tr> <td>TANNER, DONALD</td> <td>L15581</td> <td>DOUGLASVILLE, GA</td> <td>\$500</td> </tr> </tbody> </table> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>	NAME	LIC/REG #	CITY, STATE	PENALTY FEE	SOHOLT, ELIZABETH	R35120	SURREY, ND	\$200	DEMORA, CASSANDRA	R45522	MINOT ND	\$600	WARNER, JESSICA	L15697	FORMAN, ND	\$500	TANNER, DONALD	L15581	DOUGLASVILLE, GA	\$500
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4.7.1 Stipulation for Settlement – Angela Ness, RN & LPN, R40868 & L13343 (9:37AM)	<p><i>Discussion:</i> A Stipulation for Settlement was received from Angela Ness, RN & 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 (2).</p> <p><i>Motion:</i> Johnson, seconded by J Hammer to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR ANGELA NESS, RN & LPN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> • ENCUMBER THE LICENSES FOR 24 MONTHS OR UPON SUCCESSFUL COMPLETION OF THE MN HPSP PARTICIPATION AGREEMENT; AND • OTHER TERMS AS SET OUT IN BOARD ORDER <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>																				

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AGENDA ITEM	DISCUSSION & ACTION
4.7.2 Stipulation for Settlement – Lisa Schoenberg, APRN, RN, R34826	<p><i>Discussion:</i> A Stipulation for Settlement was received from Lisa Schoenberg, APRN & 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) and NDAC 54-02-07-01.1(8).</p> <p>Motion: M Hammer, seconded by Johnston to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR LISA SCHOENBERG, APRN & RN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> • ISSUE A REPRIMAND; • ASSESS \$700 PENALTY PLUS COSTS AND DISBURSEMENTS; AND • OTHER TERMS AS SET OUT IN BOARD ORDER <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
4.7.3 Stipulation for Settlement – Megan Weddingfield, APRN, RN Applicant	<p><i>Discussion:</i> A Stipulation for Settlement was received from Megan Weddingfield, APRN & RN Applicant, 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).</p> <p>Motion: Johnson, seconded by J. Hammer to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR MEGAN WEDDINGFIELD, APRN & RN APPLICANT, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> • ENCUMBER THE LICENSES FOR 24 MONTHS OR UPON SUCCESSFUL COMPLETION OF THE SD HPAP PARTICIPATION AGREEMENT; AND • OTHER TERMS AS SET OUT IN BOARD ORDER <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
4.7.4 Stipulation for Settlement – Julie Landsiedel, APRN, RN, R27304	<p><i>Discussion:</i> A Stipulation for Settlement was received from Julie Landsiedel, APRN, 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) and NDAC 54-02-07-01.1(5)(7).</p> <p>Motion: J. Hammer, seconded by M. Hammer to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR JULIE LANDSIEDEL, APRN & RN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> • ISSUE A REPRIMAND; • ASSESS \$700 PENALTY PLUS COSTS AND DISBURSEMENTS; AND • OTHER TERMS AS SET OUT IN BOARD ORDER <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
4.7.5 Stipulation for Settlement – Lana Straub, LPN, L12673	<p><i>Discussion:</i> A Stipulation for Settlement was received from Lana Straub, 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) and NDAC 54-02-07-01.1(5)(6)(7).</p> <p>Motion: Johnston, seconded by M. Johnson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR LANA STRAUB, LPN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> • ENCUMBER THE LICENSE FOR 1 YEAR; • ASSESS \$500 PENALTY PLUS COSTS AND DISBURSEMENTS; AND • OTHER TERMS AS SET OUT IN BOARD ORDER <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
4.7.6 Stipulation for Settlement – Courtney Schall, RN, R40699	<p><i>Discussion:</i> A Stipulation for Settlement was received from Courtney Schall, 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) and NDAC 54-02-07-01.1(5)(6)(7)(8)(9).</p> <p>Motion: Johnson, seconded by M Hammer to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR COURTNEY SCHALL, RN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> • ENCUMBER THE LICENSE FOR 2 YEARS; • ASSESS \$600 PENALTY PLUS COSTS AND DISBURSEMENTS; AND • OTHER TERMS AS SET OUT IN BOARD ORDER <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
4.9.1 Margie Braudrick, L6425	<p>NOTICE OF SUSPENSION issued to Margie Braudrick, LPN, Mandan, ND on August 1, 2018 for failure to submit a mental health evaluation as directed. Respondent's license is SUSPENDED until required evaluation is submitted.</p>

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AGENDA ITEM	DISCUSSION & ACTION
4.9.2 Marilyn Dilaruenzi, PTP RN171489	<p>CEASE AND DESIST ORDER issued to Marilyn Dilaruenzi ,PTP RN, Apache Junction, AZ on September 12, 2018. Violation received on May 22, 2018 from CHI St. Alexius, Bismarck, ND while Ms.Braudick was working as a travel RN. Allegations resulted during orientation at Bismarck facility for a contract position at the Dickinson, ND CHI facility, Ms. Braudick was scheduled to start work in the next few days but was confused, disoriented, and acting inappropriately and was admitted to the hospital. She was positive for amphetamines and marijuana. She also surrendered her Arizona license on August 20,2018 as a result of an investigation by the Arizona Board of Nursing.</p>
4.9.3 Amber Stortroen L12352	<p>NOTICE OF SUSPENSION issued to Amber Stortroen, LPN, Velva, ND on September 24, 2018 for violation on terms of Stipulation for Settlement dated July 19, 2018. Respondent's license is automatically SUSPENDED for a period of 2 years.</p>
4.11-1 Privacy Violations-Facility Compliance Investigations for Breach of Privacy	<p><i>Discussion:</i> The Board reviewed required federal processes for facility investigation and reporting of Breach of Privacy to the Office of Civil Rights. It was noted that the Compliance Advisory Council could conduct a similar investigation but given the rigorous nature of federal processes and reporting requirements, the expenditure of cost and time required to do so would not be prudent as long as the noted safeguards were followed.</p> <p>Motion: M Hammer, seconded by Johnson to: MOVE THAT THE BOARD AND THE COMPLIANCE ADVISORY COUNCIL OF THE BOARD, FOR PURPOSES OF DISCIPLINARY INVESTIGATIONS AND ACTIONS, MAY ACCEPT, USE AND RELY UPON A FACILITY'S INTERNAL INVESTIGATION FINDINGS CONCERNING BREACH OF PRIVACY, IF (I) THE FACILITY FOLLOWED THE GUIDELINES FOR OFFICE OF CIVIL RIGHTS REPORTING , (II) THE FACILITY USED A LEGAL OR COMPLIANCE SPECIALIST TO CONDUCT THE INVESTIGATION, AND (III) THE PERSON BEING INVESTIGATED PARTICIPATED IN OR HAD AN OPPORTUNITY TO PARTICIPATE IN THE INVESTIGATION.</p> <p><i>Roll Call Vote: Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent.</i> Motion carried.</p>
4.11-2 Compliance Advisory Council P&P-update	<p><i>Discussion:</i> The Board reviewed proposed revisions to the Compliance Advisory Council Policy and Procedure. The revisions recommended by the CAC include legal counsel input. The proposed revisions reflect Board delegation of authority to the CAC: A) to reissue a license from probationary status to full licensure status and B) to grant a maximum of (2) six-month extensions for completion of a nurse refresher course required for reinstatement, upon licensee request.</p> <p>Motion: Johnston, seconded by M Hammer to: APPROVE THE PROPOSED REVISIONS TO THE "COMPLIANCE ADVISORY COUNCIL POLICY AND PROCEDURE".</p> <p><i>Roll Call Vote: Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent.</i> Motion carried.</p>
4.11-3 Refresher Course Requirements for Reinstatement of Licensure Following Discipline P&P-update	<p><i>Discussion:</i> The Board reviewed proposed revisions to the refresher course requirement for Reinstatement of Licensure Following Discipline Policy and Procedure. The revisions recommended by the CAC include legal counsel input. The proposed revisions reflect Board delegation of authority to the CAC to grant a maximum of two (2) six-month extensions and provides guidance regarding licensee failure to complete the refresher course.</p> <p>Motion: Johnson, seconded by M Hammer to: MOVE THAT THE BOARD APPROVE THE PROPOSED REVISIONS TO THE "REFRESHER COURSE REQUIREMENTS FOR REINSTATEMENT OF LICENSURE FOLLOWING DISCIPLINE POLICY AND PROCEDURE"</p> <p><i>Roll Call Vote: Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent.</i> Motion carried.</p>
4.11-4 PVR Process P&P-update	<p><i>Discussion:</i> The Board reviewed proposed revisions to the PVR Process Policy and Procedure. Revisions recommended by the CAC include legal counsel input. Proposed revisions reflect Board delegation of authority to the Executive Director (ED) or ED's designee for approval of the terms of a surrender of license as a final order with ratification by the Board at the next scheduled meeting.</p> <p>Motion: M Hammer, seconded by Johnston to: MOVE THE BOARD APPROVE THE PROPOSED REVISIONS TO THE "POTENTIAL VIOLATION REPORT PROCESS POLICY AND PROCEDURE"</p> <p><i>Roll Call Vote: Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent.</i> Motion carried.</p>
4.11-5 Guidelines for Violations/Recommended Disciplinary/Non-disciplinary Action-update	<p><i>Discussion:</i> The Board reviewed the proposed Guidelines for Violations/Recommended Disciplinary/Non-Disciplinary Action document. Revisions recommended by CAC include legal counsel input. Proposed guidelines include the Potential Violation Report Risk Analysis Tool and Analysis of Background Question Policy.</p> <p>Motion: Johnston, seconded by J Hammer to: APPROVE THE PROPOSED REVISIONS TO THE "GUIDELINES FOR VIOLATIONS/RECOMMENDED DISCIPLINARY/NON-DISCIPLINARY ACTION</p> <p><i>Roll Call Vote: Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent.</i> Motion carried.</p>

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AGENDA ITEM	DISCUSSION & ACTION
4.11.6 Termination from Probation P&P-update	<p><i>Discussion:</i> The Board reviewed proposed revisions to the Termination from Probation Policy and Procedure. Revisions recommended by the CAC include legal counsel input. Revisions include procedure updates for termination of probation.</p> <p>Motion: M Hammer, seconded by Johnston to: APPROVE THE PROPOSED REVISIONS TO THE “TERMINATION FROM PROBATION POLICY AND PROCEDURE”.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
4.11.7 FS Solutions Drug Testing Company	<p><i>Discussion:</i> Board staff discussed challenges regarding the lack of a forensic healthcare Medical Review Officer (MRO) for determinations related to drug screen testing, and the need to utilize a drug screen testing company that can provide forensic healthcare MRO services. Staff accepted proposals from the current drug screen testing company, Drug and Alcohol Testing Network, and two new drug screen testing companies- FS Solutions and Affinity Health. After interviews and review of company proposals, the Compliance Advisory Council chose to contract with FS Solutions. Services provided, at no cost to the board include: forensic healthcare MRO, onboarding support, several testing options, and on-line functionality for submission of monitoring documentation that will improve workload for board monitoring staff.</p> <p>Motion: J Hammer, seconded by Johnston to: MOVE THAT THE BOARD RATIFY THE DECISION OF THE COMPLIANCE ADVISORY COUNCIL TO CONTRACT WITH FS SOLUTIONS DRUG TESTING COMPANY FOR DRUG TESTING ENCUMBERED LICENSEES DURING THEIR PROBATIONARY PERIOD WITH THE BOARD OR AS OTHERWISE ORDERED.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
5.1-1 United Tribes Technical College, Associate Degree Practical Nurse Program: Onsite Focused Survey for Continued Conditional Approval and Consideration of Full Approval	<p><i>Discussion:</i> In October 2016, the UTTC AASPN program's Nurse Administrator submitted a pre-survey report in fulfillment of the required NDBON paper/interim survey for continued program approval. After review of the paper/interim report, surveyors concluded that it lacked sufficient evidence to support several of the standards. On November 17, 2016, the NDBON placed UTTC AASPN program on conditional approval status until September 2017 and directed surveyors to complete a full onsite survey spring 2017 which was conducted on April 12, 2017. In May 2017 the Board continued conditional approval status for the program until July 2017 and required the nurse administrator to submit a compliance report by July 10, 2017 addressing five issues of non-compliance with NDAC and provide evidence that deficiencies had been sufficiently corrected. July 20, 2017 the Board found the compliance report partially met the standard and found the program to be in partial compliance with NDAC. Continued conditional approval status was granted to the program until October 2018, with a focused onsite survey of the program to be conducted in August 2018. As required by NDAC and the NDBON, surveyors completed a focused onsite survey of the UTTC AASPN program August 23, 2018. Upon conclusion of the focused onsite survey and review of all submitted evidence, surveyors were able to validate all components in NDAC 54-03.2-01 General Provisions as listed. Twenty of the North Dakota Administrative Code (NDAC), Article 54-03.2 Standards for Nursing Education Programs were examined, all of which were met (100%). No issues of non-compliance with NDAC 54-03.2 Standards for Nursing Education Programs were identified.</p> <p>Motion from NEC: MOVE THAT THE BOARD ACCEPT THE NURSING EDUCATION COMMITTEE RECOMMENDATIONS:</p> <ol style="list-style-type: none"> 1. TO FIND UNITED TRIBES TECHNICAL COLLEGE, ASSOCIATE DEGREE PRACTICAL NURSE EDUCATION PROGRAM IN SUBSTANTIAL COMPLIANCE WITH <i>ND ADMINISTRATIVE CODE 54-03.2. STANDARDS FOR NURSING EDUCATION PROGRAMS</i>; AND 2. GRANT FULL APPROVAL OF THE UNITED TRIBES TECHNICAL COLLEGE, ASSOCIATE DEGREE PRACTICAL NURSE EDUCATION PROGRAM THROUGH OCTOBER 2023; AND 3. REQUIRE AN ONSITE SURVEY OF THE UNITED TRIBES TECHNICAL COLLEGE, ASSOCIATE DEGREE PRACTICAL NURSE EDUCATION PROGRAM FALL 2023. <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
5.2.1 Programmatic Change Request- Rasmussen College, Baccalaureate Degree Program: Change in Overall Credit Hours for Program Completion and Overall Curriculum Design Revisions	<p><i>Discussion:</i> The Rasmussen College, School of Nursing, BSN Program Nurse Administrator is requesting approval of a decrease in overall credit hours required for program completion and of overall curriculum design revisions to stay current with practice and integrate innovation as well as improve and strengthen content in response to faculty and student feedback. The program will also offer nursing electives in response to recommendations by American Association of Colleges of Nursing (AACN). These changes have received approval from the SON Nursing Curriculum Committee and the Rasmussen College Curriculum Committee and with NDBON approval will begin January 2019.</p> <p>Motion from NEC: MOVE THAT THE BOARD ACCEPT THE NURSING EDUCATION COMMITTEE RECOMMENDATION TO APPROVE THE REQUEST OF CHANGE IN OVERALL CREDIT HOURS FOR PROGRAM COMPLETION AND OVERALL CURRICULAR DESIGN REVISIONS FOR RASMUSSEN COLLEGE, SCHOOL OF NURSING, BACCALAUREATE DEGREE PROGRAM AS THE PROGRAM HAS CONTINUED INITIAL APPROVAL AND THE CHANGES COMPLY WITH <u>NDAC 54-03.2-06-02. PROGRAMMATIC CHANGES.</u></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>

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AGENDA ITEM	DISCUSSION & ACTION
5.2-2 Programmatic Change Request - Dakota Nursing Program Consortium, Bismarck State College (BSC), Certificate Practical Nurse Program: Addition of Program to Site in Hettinger, ND	<p><i>Discussion:</i> The Dakota Nursing Program Consortium Nurse Administrator is requesting approval of a new BSC PN Program satellite site in Hettinger, ND beginning fall 2019. The request detailed financial support and adequate resources including facility, equipment, supplies, and qualified administrative, instructional and support personnel for the proposed site. The program is a collaborative effort between BSC and West River Health Services (WRHS) and will be housed in the West River Medical Center, which will also serve as a clinical practice site. Western Horizons will serve as an additional clinical practice site for long-term care experiences, with additional clinical sites to be added as needed to ensure students are provided with experiences required for program completion. WRHS will set-up and provide dedicated clinical lab space and will share the expense with BSC. The program is requesting enrollment of six to eight students per cohort. A letter of support for the site clinical faculty member, Maggie Seefeld, BSN, RN was submitted by Barb Stadheim, RN, Interim CNO. The WRHS Administrative Management team submitted a letter of support indicating WRHS's full support to cooperate and manage the site for the Dakota Nursing Program Consortium, BSC, PN Program as well as the excitement about having the program located in their facility.</p> <p>Motion from NEC: MOVE THAT THE BOARD ACCEPT THE NURSING EDUCATION COMMITTEE RECOMMENDATION TO APPROVE THE REQUEST FOR THE ADDITION OF A CERTIFICATE PRACTICAL NURSE PROGRAM SITE IN HETTINGER, ND FROM DAKOTA NURSING PROGRAM CONSORTIUM, BISMARCK STATE COLLEGE (BSC), AS THE PROGRAM HAS FULL APPROVAL AND THE CHANGE COMPLIES WITH NDAC 54-03.2-06-02. PROGRAMMATIC CHANGES.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
5.3-1 Programmatic Change Request- Northland Community & Technical College, LPN Intravenous Therapy Course: Change in Delivery Format of Part of the Course	<p><i>Discussion:</i> The Northland Community & Technical College, LPN IV Therapy Course Nursing Coordinator is requesting approval of a change in delivery format of part of the course. Changes include decreasing total number of weeks required for course completion from six weeks to four weeks and offering the option of completing the required three (3) individually supervised successful venipunctures in the lab rather than a health care facility, with faculty fulfilling the role of the preceptor. Changes are being requested in response to student feedback regarding completion of course work in less time than originally predicted and the need for an alternative preceptor arrangement due to challenges identifying a facility and qualified preceptor for LPN's who are not employed with a facility at the time of course completion. Changes will be implemented immediately upon approval.</p> <p>Motion from NEC: MOVE THAT THE BOARD ACCEPT THE NURSING EDUCATION COMMITTEE RECOMMENDATION TO APPROVE THE REQUEST FOR A CHANGE IN DELIVERY FORMAT OF PART OF THE COURSE FOR NORTHLAND COMMUNITY AND TECHNICAL COLLEGE, CENTER FOR OUTREACH AND INNOVATION, LPN INTRAVENOUS THERAPY COURSE AS THE COURSE HAS FULL APPROVAL AND THE CHANGES COMPLY WITH NDAC 54-03.2-06-02. PROGRAMMATIC CHANGES</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>
5.3-2 Board Notification of Letter of Concern Issued Regarding Academically Unqualified Faculty, Minnesota State Community and Technical College, Workforce Development Solutions	<p>In May 2018 during review of an application and documents for request of approval of an intravenous therapy course submitted by the Minnesota State Community and Technical College (M State), Refresher Course Coordinator it was identified that a lab assistant utilized for the M State RN and LPN Nurse Refresher Courses did not meet the minimum academic requirements of the NDBON to serve in the role of faculty. The individual was employed in the position prior to the Course Coordinator assuming her duties after the previous coordinator retired in fall 2016 and was not aware the lab assistant did not have the required academic preparation. The individual was immediately notified, and the Coordinator identified a doctorate prepared faculty member to assume the lab assistant role and responsibilities. The faculty member is experientially and academically qualified for the role and holds current ND nurse licensure.</p>
5.4-1 Dickinson State University, AASPN & BSN Programs: Change in Program Administration- Programmatic Change Notification	<p>The Dickinson State University, Provost/ Vice President of Academic Affairs-Student Affairs, Dr. Carmen Wilson has provided notification of a change in Department of Nursing, Associate Practical and Baccalaureate Nurse Programs administration. Dr. Mary Anne Marsh, Chair of the Department of Nursing retired from the position of the programs' Nurse Administrator as of June 30, 2018. Dr. Cheryl Lantz was appointed to the position on July 16, 2018. Dr. Lantz is experientially and academically qualified for the position.</p>
5.4-2 Rasmussen College, BSN Program, Fargo, ND Site: Change in Program Administration - Programmatic Change Notification	<p>The Rasmussen College, School of Nursing Vice President, Dr. Joan Rich and Interim Regional Dean of Nursing, Ms. Alexandra Torres have provided notification of a change in Nurse Administrator for the Baccalaureate Program, Fargo, ND site. Dr. Robert Muster resigned from his position at the College effective August 10, 2018. Dr. Allyson Hopperstad was appointed as Interim Dean of Nursing/Fargo site Nurse Administrator effective August 13, 2018. Dr. Hopperstad will be responsible for Program administration until Ms. Erica Evans doctorate degree is conferred at which time she will assume the Dean of Nursing/Nurse Administrator position permanently for the Fargo, ND site. Dr. Hopperstad is experientially and academically qualified for the position.</p>
5.4-3 Concordia College, Moorhead, MN, Baccalaureate Program: National Nursing Accreditation Update - Programmatic Change Notification	<p>The Concordia College, Moorhead, MN, Department of Nursing (DON), Baccalaureate Program Nurse Administrator is providing notification of the Commission on Collegiate Nursing Education (CCNE) action taken in August 2018 regarding continued compliance concerns identified in the compliance report submitted in April 2017. The Program is required to submit a follow-up report to CCNE by February 1, 2019. The Program has continued accreditation by CCNE through June 30, 2026.</p>

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AGENDA ITEM	DISCUSSION & ACTION
5..4-4 University of Jamestown, Department of Nursing (DON), Baccalaureate Program: National Nursing Accreditation Update. - Programmatic Change Notification	The University of Jamestown, Department of Nursing (DON), Baccalaureate Program Nurse Administrator is providing notification of the Commission on Collegiate Nursing Education (CCNE) action granting continued accreditation through June 30, 2023 as a result of the September 2017 onsite visit which identified no compliance concerns. The decision was made by the Commission at their May 2018 meeting.
5.5-1 Other: Added Consent Agenda Item 8.6 Licensure- NCLEX Program Updates	<p><i>Discussion:</i> The Board discussed NCLEX RN & PN Program Updates related to Consent Agenda (8.6) Licensure. Board staff answered questions regarding monitoring of program pass rates.</p> <p><i>Motion:</i> Johnson second by Johnston to: MOVE CONSENT AGENDA 8.6 LICENSURE ITEMS TO 5.0 EDUCATION, 5.5-1 OTHER ON BOARD AGENDA.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>
6.1 Practice Without a License	<p><i>Discussion:</i> The Board reviewed questions posed by stakeholders related to participation in general orientation when a graduate nurse or a nurse licensed in another jurisdiction is hired into a non-nursing position in a nursing unit prior to receiving a temporary permit or work authorization. The Board reviewed prior discussions and motions from 1987 and 1988, along with current laws and rules.</p> <p><i>Motion:</i> Johnson, seconded by Buettner to: MOVE THAT THE BOARD REAFFIRM THE BOARD'S POSITION, AS ADOPTED AND THEN REAFFIRMED IN 1987 AND 1998, THAT ORIENTATION TO A POSITION THAT REQUIRES A NURSING LICENSE, PERMIT, OR WORK AUTHORIZATION IS CONSIDERED NURSING PRACTICE AND THEREFORE REQUIRES THAT THE INDIVIDUAL BE PROPERLY LICENSED OR AUTHORIZED TO PRACTICE FOR THE POSITION TO WHICH THEY ARE BEING ORIENTED. IN ORDER TO CLARIFY AND SUPPLEMENT THAT POSITION, I FURTHER MOVE THAT AN INDIVIDUAL WHO IS APPLYING FOR NURSE LICENSURE IN NORTH DAKOTA OR WHO IS LICENSED AS A NURSE IN ANOTHER JURISDICTION MUST BE AUTHORIZED TO PRACTICE NURSING, WITH A PERMIT OR WORK AUTHORIZATION, WHEN HIRED TO A POSITION IN A NURSING UNIT, REGARDLESS OF TITLE, WHICH MAY UTILIZE NURSING KNOWLEDGE, UNLESS THE INDIVIDUAL IS LICENSED, REGISTERED OR OTHERWISE AUTHORIZED TO PERFORM THE WORK REQUIRED IN THAT POSITION. (FOR EXAMPLE, A NURSE WHO IS REGISTERED AS A CERTIFIED NURSING ASSISTANT MAY SERVE IN THAT ROLE WITHOUT HAVING A LICENSE, PERMIT OR WORK AUTHORIZATION TO PRACTICE NURSING.)</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
7.1-1 Nursing Practice APRN and roles update	<i>Discussion:</i> The staff shared the NCSBN minutes of the 40 th Annual Delegate Assembly on resolution items and implementations of the APRN Consensus Model. The NCSBN plans to provide a forum in the spring to address the APRN Consensus Model resolution.
7.2-1 Nurse Licensure Compact – APRN	<p><i>Discussion:</i> Appointment to APRN Nurse Licensure Compact Taskforce through National Council of State Boards of Nursing.</p> <p><i>Motion:</i> Johnston, seconded by M. Hammer to: MOVE THAT THE BOARD SUPPORT THE APPOINTMENT OF STACEY PFENNING TO THE NCSBN APRN LICENSURE COMPACT TASKFORCE.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
7.2-2 Nurse Licensure Compact- eNLC	<p><i>Discussion:</i> Election to Vice-Chair of NLC Executive Committee 2018-2020.</p> <p><i>Motion:</i> M.Hammer, seconded by Johnson to: MOVE THAT THE BOARD SUPPORT THE ELECTION OF STACEY PFENNING TO SERVE AS VICE-CHAIR OF THE NLC EXECUTIVE COMMITTEE</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>

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AGENDA ITEM	DISCUSSION & ACTION
7.3-1 RNs and dispensing in Title X Family Planning Clinics (1:00 p.m.)	Mark Hardy, Executive Director with ND Board of Pharmacy, was present to address the board regarding Family Practice Clinics and Title X facilities and dispensing of oral contraceptives. Mark Hardy shared the Board of Pharmacy section of the ND Century Code and the language of the proposed bill for the upcoming legislative session. The rationale is to allow Title X Family Planning clinics to utilize telemedicine for a provider-patient encounter and provider order for the oral contraceptives, followed by the registered nurse dispensing of the medication at the facility. Cora Rabenberg, Family Planning Coordinator with ND Dept of Health and Courtney Koebele, ND Medical Association were also present for this agenda item. Cora Rabenberg discussed to the board the rationale and responded to questions. The Board directed SAAG to review proposed legislation as it relates to the Nurse Practices Act and Administrative Code.
7.3.2 Attorney General Providing ND Professional Licensing Board Training	Office of Attorney General is conducting an orientation and training seminar for members of North Dakota professional licensing boards and their legal counsel. Seminar will take place on October 30, 2018. ND Board of Nursing confirmed attendance for Board Members and Staff; Buettner, Hanson, Pfenning, Buchholz.
9.1 Nursing Education Committee	Last Meeting October 9, 2018
9.2 Finance Committee Meeting – May 10, 2018	None
9.3 Executive Committee May 17, 2018	None
10.1 Patricia Hill-Retirement Notification Letter	Pat Hill, Assistant Director for Practice and Compliance, will be retiring Jan 31, 2018 and has agreed to assist after retirement on a contract basis.
10.2 Melissa Hanson Specialized Investigator Training	Melissa Hanson, Associate Director for Compliance, received her Specialized Investigator certification from Council on Licensure, Enforcement & Regulation.
11.1 2018-19 Conference/Meeting Approval	<p><i>Discussion:</i> The Board discussed 2018-2019 meetings and conferences for Board members and Staff per schedule distributed and included upcoming conferences and new dates.</p> <p><i>Motion:</i> Johnson seconded by J.Hammer to: MOVE THAT THE BOARD APPROVE THE 2018-2019 AMENDED LIST OF MEETINGS AND CONFERENCE FOR BOARD MEMBERS AND STAFF</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried.</p>
11.2 Buettner Award	Kevin Buettner, PhD, CRNA, received the Program Director of the Year Award during the AANA Annual Congress, September 23, 2018 in Boston, MA.
11.3 Addition to agenda: Notification of Open Board Position for Public Member	<p><i>Discussion:</i> The Board discussed the resignation notification of public member, Tanya Spilovoy. Open public member position call for applicants posted on ND Governor's website and NDBON website.</p> <p><i>Motion:</i> Johnson seconded by M. Hammer to: MOVE TO ADD 11.3 PUBLIC MEMBER OPENING TO AGENDA.</p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes. 0 no, Holth, absent. Motion carried</p>

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CONSENT AGENDA:

8.1 Meetings, Conferences, Committees – Board representation
8.2 Notifications to Board
8.2-1 Anesthetic documents from public forum guest 7/19/18
8.2-2 Heartview Letter 8/20/18
8.2-3 Ratification of APRN-Pharmacy Collaborative Agreement Table- update of NDSU-Family Healthcare Pharmacy Collaborative Agreement-Approved by NDBOP Oct 2018.
8.4 Legal Counsel
8.5 Unlicensed Assistive Person/Medication Assistant
8.5-1 NNAAP Testing Summary
8.5-2 NNAAP Testing Statistics
8.5-3 Memo to NDDoH updating on NNAAP Test Administration Discontinuation
8.6 Licensure
8.6-1 NCLEX-RN Quarterly Program Updates
8.6-2 NCLEX-PN Quarterly Program Updates
8.7 Discipline
8.7-1 Discipline Statistics/Case Activity Report
8.7-2 NLC Case Log
8.8 Academic and Continuing Education
8.8-1 Ratification of approval of continuing education for contact hours
8.8-2 Distance Education Programs and Students Fall 2018 Updates
8.8-3 Faculty Development Program October 2018 Updates
8.8-4 Education Program Survey Schedule 2018-2019 Updates
8.8-5 DNP Minimal Entry NPs by 2025
8.9 Board Representation on Committees/Task Forces
8.9-1 Prescription Drug Monitoring Program Committee – Christianson/g – Pfenning – June 14, 2018
8.9-2 North Dakota Center for Nursing (Executive Committee & Task Forces)
8.9-3 Reducing Pharmaceutical Narcotics in our Community – Compliance Division
8.9-4 ND Tri-Regulatory Collaborative – June 2017 – November 28, 2017
8.9-5 Envision 2030 Health Care Advisory Committee – Pfenning
8.9-6 Governor’s Nursing Workforce Taskforce – Pfenning/Buchholz –
8.9-7 Senator Heitkamp – Health Care Advisory Group – Buettner/Spilovoy
8.10 Board Presentations
8.10.1 Current and emerging trends in nursing regulation-podium at ND Hospital Association-Oct 9, Fargo ND.

The meeting recessed from 12:05 p.m. to 1:00 p.m. and adjourned at 2:10 p.m. on October 25, 2018.



Stacey Pfenning, DNP, APRN, FNP, FAANP
Executive Director
11/14/18