

**North Dakota Board of Nursing
Meeting Minutes – April 22, 2021**

Call to Order: April 22, 2021 at 8:30 a.m. – NDBON Board Conference Room – Video Conference and 919 S 7th Street, Suite 504, Bismarck, ND
Roll Call: **Quorum declared with 6 members present (7 members present after 10:45 a.m. / 6 members present after 1:00 p.m.):**

Kevin Buettner, APRN Member, Vice President
Jamie Hammer, RN Member, Treasurer
Wendi Johnston, LPN Member (present until 1:00 p.m.)
Michael Hammer, RN Member (joined 10:40 am)

Mary Beth Johnson, RN Member
Janelle Holth, RN Member
Julie Dragseth, LPN Member (present until 3:45 p.m.)

Absent: Jane Christianson, RN Member; Cheryl Froelich, Public Member

Staff Present:

Stacey Pfenning, APRN, Executive Director
Tammy Buchholz, RN, Associate Director for Education
Maureen Bentz, RN, Associate Director for Practice
SAAG: *Brian Bergeson and Nicholas Simonson available for select agenda items.*

Melissa Hanson, RN, Associate Director for Compliance
Michael Frovarp, Accounting/Licensure Specialist
Corrie Lund, RN, Compliance Investigator

Other individuals were present for all or portions of the meeting via webinar.

Agenda Item	Discussion	Motion	Roll Call Vote
1.1 Consent Agenda	Reviewed the consent agenda.	Johnson motioned; J Hammer seconded to: Adopt the consent agenda as presented.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, yes. 6 Yes, 0 No, 3 absent. Motion carried
1.2 Agenda	Reviewed agenda. Amendment to add 1.4 <i>Board Document Signatures</i> ; and 5.4.1-1 & 5.4.1-2 <i>Default Hearing: Marsha Blueshield</i> .	Holth motioned; J Hammer seconded to: Approve the agenda as amended to include 1.4, 5.4.1-1, & 5.4.1-2.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, yes. 6 Yes, 0 No, 3 absent. Motion carried
1.3 Public Forum 9:00am-9:15am	No public forum requests or presentations.		
1.4 Board Documents Signatures	Requested authorization of Treasurer J Hammer to sign Board orders/documents today in the absence of President Christianson and remote presence of Vice President Buettner.	Johnson motioned; Dragseth seconded to: Approve Jamie Hammer, as Treasurer and member of the Executive Committee, to sign any Board orders/documents for today's meeting, April 23, 2021.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, yes. 6 Yes, 0 No, 3 absent. Motion carried

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2.1 Minutes-Quarterly Board Meeting January 21,2021	Reviewed draft January 21, 2021 meeting minutes. No corrections identified.	J Hammer motioned; Holth seconded to: Approve the minutes of the January 21,2021 regular meeting as distributed.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, yes. 6 Yes, 0 No, 3 absent. Motion carried
4.0 Strategic and Financial Reports	Deferred to 9.0 for financial reports and FY 2022 budget items.		
4.1 Strategic Plan Progress Report	Reviewed and discussed July 2020-December 2020 Strategic Plan Progress report.	Johnson motioned; Johnston seconded to: Accept the July 2020-December 2020 Strategic Plan Progress report.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, yes. 6 Yes, 0 No, 3 absent. Motion carried
5.1 & 5.2 Executive Session	Agenda item 5.1.1, 5.1.2, 5.1.3, 5.1.4, 5.1.5, and 5.2.1 include personal health information which requires an executive session. The executive session began at 11:18 am and was attended by Board Members as indicated on roll call attendance, Board staff (Pfenning, Hanson, Bentz, Lund, and Frovarp), and the licensees (individually for an assigned time period during their respective agenda item discussion).	Johnston motioned; Dragseth seconded to: Hold an Executive Session to consider the following according to the NDCC 44-04-18.1: <ul style="list-style-type: none"> • 5.1.1 AMANDA EVANS • 5.1.2 KIM HARTJE • 5.1.3 PAIGELYN LEINGANG • 5.1.4 COURTNEY RINGSRUD • 5.1.5 KATHLEEN TARNO • 5.2.1 SHANNON LUNDAY <u>To discuss closed, confidential, or exempt records.</u>	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 7 Yes, 0 No, 2 absent. Motion carried
	Adjourned executive session at 12:34 pm and meeting opened to public onsite and videoconference.	J. Hammer motioned; Johnston seconded to: Adjourn the Executive Session and open the meeting to the public at 12:34p.m.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 7 Yes, 0 No, 2 absent. Motion carried
5.1.1 Request for Reinstatement:	Convened in open meeting to consider Amanda Evans' request for reinstatement. NDBON then entered an Executive Session, according to NDCC Section 44-04-18.1, to discuss any closed, confidential, or exempt information. Ms. Evans	J Hammer motioned; Johnston seconded to: Grant reinstatement of Amanda Evans' RN & LPN license to	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes.

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<p>Amanda Evans, RN & LPN R42288 L13684</p>	<p>presented in person. The Compliance Advisory Council recommendation of reinstatement to a three-year encumbrance was reviewed. NDBON reconvened in open meeting for discussion and voting.</p>	<p>encumbered status for three (3) years with terms and conditions of the encumbrance as established by the Board and as set out in the Board Order as she has fulfilled all requirements for reinstatement.</p>	<p>7 Yes, 0 No, 2 absent. Motion carried</p>
<p>5.1.2 Request for Reinstatement: Kim Hartje, RN & LPN R26477 L8251</p>	<p>Convened in open meeting to consider Kim Hartje's request for reinstatement. NDBON then entered an Executive Session, according to NDCC Section 44-04-18.1, to discuss any closed, confidential, or exempt information. Ms. Hartje presented virtually. The Compliance Advisory Council recommendation of reinstatement to a three-year encumbrance was reviewed. NDBON reconvened in open meeting for discussion and voting.</p>	<p>J Hammer motioned; Johnson seconded to: Grant reinstatement of Kim Hartje's RN & LPN license to encumbered status for three (3) years with terms and conditions of the encumbrance as established by the Board and as set out in the Board Order as she has fulfilled all requirements for reinstatement.</p>	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 7 Yes, 0 No, 2 absent. Motion carried</p>
<p>5.1.3 Request for Reinstatement: Paigelyn Leingang, LPN L15503</p>	<p>Convened in open meeting to consider Paigelyn Leingang's request for reinstatement. NDBON then entered an Executive Session, according to NDCC Section 44-04-18.1, to discuss any closed, confidential, or exempt information. Ms. Leingang presented in person. The Compliance Advisory Council recommendation of reinstatement to a three-year encumbrance was reviewed. NDBON reconvened in open meeting for discussion and voting.</p>	<p>Holth motioned; Johnson seconded to: Grant reinstatement of Paigelyn Leingang's LPN license to encumbered status for three (3) years with terms and conditions of the encumbrance as established by the Board and as set out in the Board Order as she has fulfilled all requirements for reinstatement</p>	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 7 Yes, 0 No, 2 absent. Motion carried</p>
<p>5.1.4 Request for Reinstatement: Courtney Ringsrud, LPN L14134</p>	<p>Convened in open meeting to consider Courtney Ringsrud's request for reinstatement. NDBON then entered an Executive Session, according to NDCC Section 44-04-18.1, to discuss any closed, confidential, or exempt information. Ms. Ringsrud presented virtually. The Compliance Advisory Council recommendation of reinstatement to a three-year encumbrance was reviewed. NDBON reconvened in open meeting for discussion and voting.</p>	<p>J Hammer motioned; Johnson seconded to: Grant reinstatement of Courtney Ringsrud's LPN license to encumbered status for three (3) years with terms and conditions of the encumbrance as established by the Board and as set out in the Board Order as she has fulfilled all requirements for reinstatement.</p>	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 7 Yes, 0 No, 2 absent. Motion carried</p>
<p>5.1.5 Request for Reinstatement: Kathleen Tarno, RN</p>	<p>Convened in open meeting to consider Kathleen Tarno's request for reinstatement. NDBON then entered an Executive Session, according to NDCC Section 44-04-18.1, to discuss any closed, confidential, or exempt information. Ms. Tarno presented virtually. The Compliance Advisory</p>	<p>Johnson motioned; J Hammer seconded to: Grant reinstatement of Kathleen Tarno's RN license to encumbered status for three (3) years with terms</p>	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 7 Yes, 0 No, 2 absent.</p>

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R33420	Council recommendation of reinstatement to a three-year encumbrance was reviewed. NDBON reconvened in open meeting for discussion and voting.	and conditions of the encumbrance as established by the Board and as set out in the Board Order as she has fulfilled all requirements for reinstatement.	Motion carried
5.2.1 Request for Reissuance: Shannon Lunday, RN R30978	Convened in open meeting to consider Shannon Lunday's request for reissuance. NDBON then entered an Executive Session, according to NDCC Section 44-04-18.1, to discuss any closed, confidential, or exempt information. Ms. Lunday presented virtually. The Compliance Advisory Council made "no recommendation" regarding Ms. Lunday's reissuance. NDBON reconvened in open meeting for discussion and voting. Johnson made a motion to deny the request, there was no second. Discussion ensued and Johnson withdrew her motion and made a new motion which was seconded and voted on.	Johnson motioned; J Hammer seconded to: Move that the Board amend the Encumbrance Order for Shannon Lunday to extend the term of the Encumbrance Order to the scheduled July 2021 Board Meeting. The Board grants the Executive Director the authority to sign this amended Order subject to ratification by Board.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried
5.4.1-1 Default: Marsha Blueshield, LPN L5422	Brian Bergeson, SAAG, was present for the disciplinary matter concerning Marsha Blueshield, LPN. A complaint was filed against Marsha Blueshield for violation of NDCC 43-12.1-14 (5)(7) and NDAC 54-02-07-01.1 (8)(18). Bergeson explained that the Respondent failed to appear for a prehearing conference scheduled for 8:45 a.m. on April 22, 2021. Respondent was notified of the prehearing conference but was not present for the prehearing conference and was not represented by counsel. The Board was informed that if it determines that the Respondent is in default, that it could, pursuant to NDCC 28-32-30, adjourn the disciplinary matter or conduct the disciplinary matter without the participation of the Respondent, having due regard for the interests of justice and the orderly and prompt conduct of the proceeding. The board then discussed the status of the disciplinary matter.	Johnson motioned; J Hammer seconded that the Board find: That the Respondent has defaulted and that a default hearing may be conducted at this meeting without the participation of the Respondent.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, yes. 6 Yes, 0 No, 3 absent. Motion carried
5.4.1-2 Default Hearing: Marsha Blueshield, LPN L5422	Following the board's preceding motion to conduct a default hearing without the participation of the Respondent, Brian Bergeson, SAAG, was present for the default hearing for Marsha Blueshield, LPN. A complaint was filed against Marsha Blueshield for violation of NDCC 43-12.1-14 (5)(7) and NDAC 54-02-07-01.1 (8)(18). Bergeson explained that the Respondent submitted a letter in response to the	Johnson motioned; Holth seconded that the Board find: That the facts in the case against Marsha Blueshield, LPN have been proven by a preponderance of the evidence; and	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, yes. 6 Yes, 0 No, 3 absent. Motion carried

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	complaint but did not deny the allegation(s) of the complaint. The Board was presented with the procedural background of the case, including the date of service of complaint. Board staff provided testimony supporting the factual allegations of the complaint. The Compliance Advisory Council presented to the Board a recommendation of disciplinary sanctions. The board reviewed and discussed the facts and conclusions of law applicable to the case.	That the allegations of the complaint duly reflect violations of NDCC 43-12.1-14 (5)(7) and NDAC 54-02-07-01.1 (8)(18); and that the board enter its order to: <ul style="list-style-type: none"> • Suspend the LPN License for two (2) years; • Assess a \$500 Penalty plus costs & disbursements; • Other Terms as set out in the proposed Board Order. 	
5.7.1 Stipulation for Settlement: Shannon Stremick, APRN, RN, LPN R40603 L13744	A Stipulation for Settlement was received from Shannon Stremick, APRN, RN, LPN seeking the NDBON's consideration and approval of its terms. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (5).	Holth motioned; J Hammer seconded to: Accept the terms of the proposed Stipulation for Settlement for Shannon Stremick, APRN, RN, & LPN and enter its order to: <ul style="list-style-type: none"> • Suspend the APRN, RN & LPN licenses until completion of recommended treatment; • Assess \$900 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, yes. 6 Yes, 0 No, 3 absent. Motion carried
5.7.2 Stipulation for Settlement: Brady Foss, RN R38129	A Stipulation for Settlement was received from Brady Foss, RN, seeking the NDBON's consideration and approval of its terms. NDBON 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).	Holth motioned; J Hammer seconded to: Accept the terms of the proposed Stipulation for Settlement for Brady Foss, RN, and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$600 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, recuse. 5 Yes, 0 No, 1 recuse, 3 absent. Motion carried
5.7.3 Stipulation for Settlement: Kathleen Tarno, RN R33420	A Stipulation for Settlement was received from Kathleen Tarno, RN, seeking the NDBON's consideration and approval of its terms. NDBON 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 (8)(12).	J Hammer motioned; Holth seconded to: Accept the terms of the proposed Stipulation for Settlement for Kathleen Tarno, RN, and enter its order to: <ul style="list-style-type: none"> • Suspend the RN license until completion of recommended treatment; 	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, yes. 6 Yes, 0 No, 3 absent. Motion carried

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		<ul style="list-style-type: none"> • Assess \$1,600 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	
<p>5.7.4 Stipulation for Settlement:</p> <p>Lynn Ward, APRN, RN Applicant</p>	<p>A Stipulation for Settlement was received from Lynn Ward, APRN and RN Applicant, seeking the NDBON's consideration and approval of its terms. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (2) and NDAC 54-02-07-01.1 (6)(8)(12).</p>	<p>J Hammer motioned; Holth seconded to:</p> <p>Accept the terms of the proposed Stipulation for Settlement for Lynn Ward, APRN & RN Applicant, and enter its order to:</p> <ul style="list-style-type: none"> • Encumber the license until successful completion of the SDHPAP program; • Assess costs and disbursements; and • Other terms as set out in Board order. 	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, yes. 6 Yes, 0 No, 3 absent.</p> <p>Motion carried</p>
<p>5.7.5 Stipulation for Settlement:</p> <p>Desiree Desjardins, APRN, RN & LPN</p> <p>R27966 TL101</p>	<p>A Stipulation for Settlement was received from Desiree Desjardins, APRN, RN, and LPN seeking the NDBON's consideration and approval of its terms. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(8).</p>	<p>Johnson motioned; J Hammer seconded to:</p> <p>Reject the terms of the proposed Stipulation for Settlement for Desiree Desjardins, APRN, RN & LPN, and direct the CAC:</p> <ul style="list-style-type: none"> • Propose an encumbrance of the license for no less than 18 months; • Continue Cease and Desist from prescribing controlled substances until full completion of a course approved by the CAC regarding prescribing opioids, pain management and addiction, at the nurses expense, and request reinstatement of prescriptive authority and present to Board; • Assess a \$1,400 penalty plus costs and disbursements; • Other terms as set out in the Board order; and • Delegate to the ED the authority to sign and accept the Stipulation for Settlement under these terms 	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, absent; Holth, yes; Johnson, yes; Johnston, yes. 6 Yes, 0 No, 3 absent.</p> <p>Motion carried</p>

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		to be ratified at the next Board meeting.	
<p>5.7.6 Stipulation for Settlement:</p> <p>Dena Williams, RN & LPN</p> <p>R39393 L12170</p>	<p>A Stipulation for Settlement was received from Dena Williams, RN and LPN, seeking the NDBON's consideration and approval of its terms. NDBON 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).</p>	<p>Holth motioned; Johnston seconded to:</p> <p>Accept the terms of the proposed Stipulation for Settlement for Dena Williams, RN & LPN, and enter its order to:</p> <ul style="list-style-type: none"> • Encumber the license for 1 year; • Assess \$600 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 7 Yes, 0 No, 2 absent.</p> <p>Motion carried</p>
<p>5.7.7 Stipulation for Settlement:</p> <p>Jennifer Steege, LPN</p> <p>L13030</p>	<p>A Stipulation for Settlement was received from Jennifer Steege, LPN, seeking the NDBON's consideration and approval of its terms. NDBON 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)(8)(10).</p>	<p>J Hammer motioned; Holth seconded to:</p> <p>Accept the terms of the proposed Stipulation for Settlement for Jennifer Steege, LPN, and enter its order to:</p> <ul style="list-style-type: none"> • Encumber the license for 18 months; • Assess \$1,000 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 7 Yes, 0 No, 2 absent.</p> <p>Motion carried</p>
<p>5.7.8 Stipulation for Settlement:</p> <p>Mary Dutton, LPN</p> <p>L16497</p>	<p>A Stipulation for Settlement was received from Mary Dutton, LPN, seeking the NDBON's consideration and approval of its terms. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (5) and NDAC 54-02-07-01.1 (8)(17).</p>	<p>Holth motioned; Dragseth seconded to:</p> <p>Accept the terms of the proposed Stipulation for Settlement for Mary Dutton, LPN, and enter its order to:</p> <ul style="list-style-type: none"> • Suspend the license for an indefinite period; • Assess \$700 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 7 Yes, 0 No, 2 absent.</p> <p>Motion carried</p>
<p>5.9.1 Emergency Actions- No Board Action required:</p> <p>Desjardins, Desiree APRN R27966 TL101</p>	<p><u>CEASE AND DESIST ORDER:</u> issued on February 18, 2021. Respondent is ordered to Cease and Desist from prescribing controlled substances pursuant to any prescriptive authority, until such time as this Cease-and-Desist Order is retracted, modified or superseded by final disciplinary action by the Board or upon agreement between Respondent and the Board.</p>		

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<p>5.9.2 Emergency Actions- No Board Action required:</p> <p>Barry, Michael R38647</p>	<p>ORDER OF EMERGENCY SUSPENSION: issued on February 25, 2021. Respondent's license is SUSPENDED for 5 years or until retracted, modified or superseded by final disciplinary action of the Board of upon agreement between Respondent and the Board.</p>		
<p>5.9.3 Emergency Actions- No Board Action required:</p> <p>Christianson, Lindsey L16049</p>	<p>ORDER OF EMERGENCY SUSPENSION: issued on February 25, 2021. Respondent's license is SUSPENDED for 5 years or until retracted, modified or superseded by final disciplinary action of the Board of upon agreement between Respondent and the Board.</p>		
<p>5.9.4 Emergency Actions- No Board Action required:</p> <p>Hawks, Danielle R50284</p>	<p>ORDER OF EMERGENCY SUSPENSION: issued on March 8, 2021. Respondent's license is SUSPENDED for 5 years or until retracted, modified or superseded by final disciplinary action of the Board of upon agreement between Respondent and the Board.</p>		
<p>5.9.5 Emergency Actions- No Board Action required:</p> <p>Two Eagle, Tiffaney R29206 L9607</p>	<p>ORDER OF EMERGENCY SUSPENSION: issued on April 6, 2021. Respondent's license is SUSPENDED for 5 years or until retracted, modified or superseded by final disciplinary action of the Board of upon agreement between Respondent and the Board.</p>		
<p>5.10.1 Review: Draft CHRC Policy</p>	<p>Reviewed the Compliance Division and Compliance Advisory Council proposed draft revisions of the "Criminal History Record Check Policy".</p>	<p>J Hammer motioned; Holth seconded to:</p> <p>Approve the draft "Criminal History Record Check Policy".</p>	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 7 Yes, 0 No, 2 absent. Motion carried</p>
<p>5.11.1 Amendment to Order:</p> <p>Lisa Caskins, LPN L11750</p>	<p>On October 24, 2019, the Board issued its Order for Reinstatement of License for Lisa Caskins, LPN. Ms. Caskins and her employer request to allow supervised medication administration. This requires an amendment to her Order- specifically splitting the remainder of her time of encumbrance to split evenly the time for supervised/monitored medication administration of controlled substances (9 months)</p>	<p>J Hammer motioned; Johnson seconded to:</p> <p>Ratify the Amendment to Order for Lisa Caskins, LPN.</p>	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 7 Yes, 0 No, 2 absent. Motion carried</p>

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	and full medication administration privileges (9 months). The Amendment to Order was signed by the Executive Director on April 22, 2021.		
6.1.1 North Dakota State College of Science, Department of Nursing, Associate Degree Practical and Registered Nurse Programs Virtual Onsite Survey for Continued Full Approval	<p>As required by NDCC and NDAC surveyors completed an onsite virtual survey of the NDSCS, DON, AASPN, ASN, and ADN programs February 22-25, 2021 for continued full approval. The survey was conducted virtually in its entirety due to the ongoing COVID-19 pandemic and concern for the health and safety of those participating.</p> <p>Surveyors examined the twenty-one applicable <i>NDAC 54-03.2 Standards for Nursing Education Programs</i> for the survey. Upon review of all submitted evidence and the conclusion of the survey, surveyors were able to validate all components in NDAC 54-03.2-01 General Provisions.</p> <p>No issues of non-compliance with NDAC 54-03.2 Standards for Nursing Education Programs were identified. One issue of partial compliance with NDAC 54-03.2 Standards for Nursing Education Programs was identified: Section 54-03.2-04-03. Practical or associate degree nurse education program faculty qualifications.</p>	<p>Nursing Education Committee motioned; J Hammer seconded to:</p> <ol style="list-style-type: none"> 1. Find the North Dakota State College of Science, Department of Nursing, Associate Degree Practical and Registered Nurse Education Programs in substantial compliance with ND Administrative Code 54-03.2. Standards for Nursing Education Programs; and 2. Grant full approval of the North Dakota State College of Science, Department of Nursing, Associate Degree Practical and Registered Nurse Education Programs until April 2026; and 3. Require a paper/interim survey of the North Dakota State College of Science, Department of Nursing, Associate Degree Practical and Registered Nurse Education Programs in February 2026. 	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried</p>
6.1.2 Minot State University, College of Education and Health Sciences, Department of Nursing, Baccalaureate Degree Program Paper/Interim Survey for Continued Full Approval	<p>As required by NDCC and NDAC surveyors completed a paper/interim survey of the traditional BSN program, February-March 2021 for continued full approval.</p> <p>Surveyors examined the nineteen applicable <i>NDAC 54-03.2 Standards for Nursing Education Programs</i> for the survey. Upon review of all submitted evidence and the conclusion of the survey, surveyors were able to validate all components in NDAC 54-03.2-01 General Provisions.</p> <p>No issues of non-compliance with NDAC 54-03.2 Standards for Nursing Education Programs were identified.</p>	<p>Nursing Education Committee motioned; Dragseth seconded to:</p> <ol style="list-style-type: none"> 1. Find the Minot State University, Department of Nursing, Baccalaureate Degree Nursing Education Program in substantial compliance with ND Administrative Code 54-03.2. Standards for Nursing Education Programs; and 2. Grant full approval of the Minot State University, Department of Nursing, Baccalaureate Degree Nursing Education Program until April 2026; and 3. Require an onsite survey of the 	<p>Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried</p>

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	No issues of partial compliance with NDAC 54-03.2 Standards for Nursing Education Programs were identified.	Minot State University, Department of Nursing, Baccalaureate Degree Nursing Education Program in February 2026.	
6.2 Program Compliance Reports	None		
6.3.1 University of North Dakota, CNPD, DON, Post-Baccalaureate, Doctor of Nursing Practice, Nurse Anesthesia Program, Request for Deletion of a course, Addition of Courses, and Change in Overall Credit Hours Required for Program Completion (decrease).	The UND, CNPD, DON Nurse Administrator is requesting approval of the deletion of four, 3 credit courses and one, 2 credit course, NURS 600, 601 565 606, and 607; the addition of a three-credit course NURS 612 and a decrease from 97 to 90 overall credits required for program completion. The change is requested in response to feedback from students and faculty resulting from continuous program assessment of curricular changes implemented in 2018. The changes were approved by UND February 2021 and would be implemented fall 2021 if approved by the Board. There are no additional resources required to implement the requested changes.	Nursing Education Committee motioned; J Hammer seconded to: Approve the request from the University of North Dakota, CNPD, DON, Post-Baccalaureate, Doctor of Nursing Practice, Nurse Anesthesia Program, for the deletion of courses NURS 600, 601, 565, 606, and 607 addition of course NURS 612, and a decrease from 97 to 90 in overall credit hours required for program completion as the program has full approval and the change complies with <u>NDAC 54-03.2-06-02. Programmatic Changes.</u>	Buettner, recuse; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 5 Yes, 0 No, 1 recuse, 3 absent. Motion carried
6.4 Continuing Education	None		
6.5.1 Nursing Education Annual Report	Reviewed and discussed the 2019-2020 Nursing Education Annual Report. The full draft report was provided to each of the ND nursing program nurse administrators for review and identification of errors. Edit suggestions were reviewed and have been completed.	Johnson motioned; Holth seconded to: Approve the Fiscal Year 2019-2020 Nursing Education Annual Report.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried
6.5.2 Minnesota State University Moorhead, MN, Minnesota Alliance for Nursing Education (MANE) BSN Program: Request to Utilize a BSN RN Enrolled in a master's Program as Clinical Faculty if Needed for Summer 2021	The Minnesota State University Moorhead, MN, MANE, BSN Program Nurse Administrator is requesting approval to use baccalaureate-prepared nurses enrolled in a graduate program as clinical instructors for summer 2021 if needed. The program submitted a similar request to the Board in January 2021 that was approved through the end of spring semester. The BSN program was started in fall 2020, and due to the pandemic and faculty shortages has continuously been challenged to secure sufficient academically qualified faculty for clinical instruction. The program's clinical sites are primarily located in	Nursing Education Committee motioned; J Hammer seconded to: Approve the request from the Minnesota State University Moorhead, MN, Minnesota Alliance for Nursing Education (MANE) BSN Program allowing the use of a Baccalaureate-Prepared Registered Nurse enrolled and making progress in a master's program for clinical practice instruction Summer 2021 semester if	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried

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	the Fargo ND community, thus requiring the program to meet NDBON Recognition requirements that clinical faculty be prepared at the master's level while providing oversight of students while in ND healthcare facilities. The program provides nursing education for many ND residents due to the institution's proximity to the ND border. The program's summer semester is from May 19 to July 30, 2021.	needed, as the program holds 2020-2021 NDBON Annual Recognition, complies with <u>NDCC 43-12.1-17. Nursing Education Programs, Section 1. and the Request Aligns with NDAC 54-03.2-04-08 Employment of Academically Unqualified Faculty, Subsection 3. Other Circumstances as Approved by the Board.</u>	
6.5.3 U.S. Department of Education State Agency Recognition notification	Updates provided regarding the NDBON petition for renewal of recognition as a nationally accredited agency for approval of nursing education by the U.S. DOE. The NDBON petition report was submitted January 2020. Notified by DOE on March 26, 2021 that the staff analysis was complete and the report of findings available for NDBON review. Three issues were identified that require additional information or clarification. The deadline for the NDBON to submit edits and information is September 27, 2021. The DOE staff person assigned to the NDBON petition attended the April 6, 2021 NEC Meeting and April Board meeting; will attend the July NEC and Board meetings and the scheduled June and October 2021 ND program virtual survey visits.		
7.1 COVID 19- Executive Order Rescissions and Policy & Procedure Updates	Discussed preparation for repeal and retirement of the NDBON state of emergency policy and procedures as pertinent Executive Orders are rescinded by Governor Burgum.	Holth motioned; J Hammer seconded to: Direct and authorize the Executive Director to repeal and retire the COVID 19 Policy and Procedures: 1) NDBON State of Emergency Licensure Exceptions; and 2) Emergency Limited License, if/when the underlying and applicable state Executive Orders are repealed.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried
7.2 CE Broker Implementation Updates	Staff provided update on CE Broker implementation. The 2019-2020 CE Audit Cycle is nearing completion. Staff met with the CE Broker team to debrief regarding the successes and opportunities for improvement identified throughout this first phase of implementation. CE Broker has verbalized commitment to work with the NDBON to streamline the process.		
8.1.1 APRN Licensure Compact (HB 1044)	NDBON's agency bill, HB1044 APRN Licensure Compact, was signed by Governor Burgum making		

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	ND the 1 st state to enact. Implementation occurs upon enactment by 7 states.		
8.1.2 Legislative Update	Reviewed testimonies provided by NDBON during 67 th legislative session. ND Center for Nursing legislative update tracking sheet provided.		
8.2.1 ND Medical Imaging & Radiation Therapy Board position statement	Reviewed and discussed ND Medical Imaging & Radiation Therapy Board (MIRTB) "Position Statement: APRN Supervising/Performing Fluoroscopy". Initial deliberation with MIRTB occurred at the July 16, 2020 NDBON meeting. SAAG Simonson provided legal counsel. MIRTB answered questions and participated in discussion. Board and MIRTB plan to disseminate the statement on the NDBON and MIRTB websites and publish in the NDBON newsletter.	Holth motioned; Johnson seconded to: Endorse the ND Medical Imaging & Radiation Therapy Board Position Statement: APRN Supervising/Performing Fluoroscopy.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried
9.1 Financial Statements and Reserve Fund FY 2021	Overview of financial statements through March 2021 provided by Treasurer Hammer and accounting staff, Frovarp. Discussed reserve fund balances from 2013-2021 and through September 2021. The Finance Committee (FC) plans to continue monitoring reserve funds to ensure sufficient funds to support current and future operations.		
9.2 FC Draft Minutes- April 12, 2021 (Finance Committee motion)	Reviewed draft minutes of the April 12, 2021 Finance Committee meeting.	Finance Committee motioned; Buettner seconded to: Approve the April 12, 2021 minutes as distributed.	Buettner, yes; J. Hammer, yes; Johnston, absent. 2 Yes, 0 No, 1 absent. Motion carried
9.3 Proposed Income & Expenses FY 2022	Discussed proposed income and expense spreadsheets and narratives for FY 2022.		
9.4 Salary & Technology Categories	<i>Salary and Benefit Category:</i> Discussed salary and benefit line items with proposed increase of 5% for FY 2022 to accommodate for succession planning with FTE overlaps for two staff retirements; aim to consider Market Policy Point (midpoint) gap for existing staff; and grade increases for two staff promotions.	Finance Committee motioned; Buettner seconded to: Approve the salary category expenses for FY 2022 to accommodate for succession planning with FTE overlaps for two staff retirements; aim to consider Market Policy Point (midpoint) gap for existing staff; and grade increases for two staff promotions.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried

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	<i>Technology Category</i> Fireside Service Management proposal provided. Continue contract with Albertson's for maintenance and update for website and database.	Finance Committee motioned; Holth seconded to: Approve the Technology Category expenses for FY 2022 to continue to enhance and streamline online forms and support technology for remote and in-office work.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried
9.5 Nursing Education Loan	Reviewed FC recommendation to disperse \$110,000 for NEL in FY 2022. This amount was determined based on FY 2021 budget plus available addition of funds from the reduced disbursements during FY 2021 related to COVID 19 and reserve fund issues.	Finance Committee motioned; Johnson seconded to: Approve Nursing Education Loan disbursement of \$110,000 in FY 2022 to reflect fees received in FY 2021 plus additional funds reflecting a portion of the remaining balance from the reduced disbursements FY 2021.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried
9.6 Proposed Budget FY 2022	Discussed FC budget recommendations for FY 2022.	Finance Committee motioned; Buettner seconded to: Approve the proposed FY 2022 Budget of \$ 1,848,915 projected income and \$ 1,614,690 projected expenses, which includes \$ 88,650 designated for nursing education loans.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried
10.1.1 CFN – Cease and Desist Update	SAAG Simonson provided legal overview and update related to the ND Center for Nursing (CFN) Cease and Desist memo issued November 2020. Simonson reported on communications with the CFN's retained legal counsel related to the Cease and Desist and the revocation of CFN's agency and apparent authority to act on behalf of NDBON. Simonson will continue to monitor and provide updates related to legal matters pertaining to the CFN at the July NDBON meeting.		
10.1.2 CFN Annual Pledge	Discussed the CFN request for organizational pledges with the overall goal of \$3,000 to contribute to the center's overall budget. The CFN launched the start of the organizational pledge portal and will invoice organizations once the pledges are made on the portal.	M. Johnson motioned; Holth seconded: Pledge an organizational donation of \$320 per ND Center for Nursing request to be dispersed this FY.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried
10.1.3 CFN - Other	None		

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10.2 Member Terms of Office	Reviewed Terms of Office. J. Holth RN member will complete her 2 nd term June 30, 2021. K. Buettner APRN member and C. Froehlich Public member reapplied for second terms.		
11.1 Staff Update	Update provided on current staffing, succession planning, and operations.		
11.1 Approval of new position descriptions	Reviewed position titles and descriptions developed to reflect current duties of two staff members: 1) Compliance Investigator assumed multiple duties that align with an assistant director; new position title will be Assistant Director for Compliance; and 2) Admin/Licensing Specialist assumed coordination duties for administrative staff over the past several months; new position title will be Administrative Service Coordinator. Both effective July 1, 2021.	J. Hammer motioned; Holth seconded to: Approve the new staff position descriptions to be implemented July 1, 2021: 1) Assistant Director for Compliance; and 2) Administrative Services Coordinator; and archive the position description of Compliance Investigator June 30, 2021.	Buettner, yes; Christianson, absent; Dragseth, yes; Froelich, absent; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, absent. 6 Yes, 0 No, 3 absent. Motion carried
Adjournment	Adjournment at 4:02 p.m.	J. Hammer motioned; Buettner seconded to: Adjourn the meeting.	
3.0 Consent Agenda (Ratifications and acknowledgements of requests and notifications to the NDBON)			
<ul style="list-style-type: none"> 3.1 Meetings, conferences, committees-Board representation <ul style="list-style-type: none"> 3.1.1 NLC Commission and Executive Committees -Pfenning attended 3.1.2 NLC Compliance Committee -Hanson; NLC Research Committee-Buchholz (Chair) 3.1.3 NCSBN Leadership Succession Committee – Buchholz – February 25, April 7 & 9. 3.1.4 NLC and NCSBN Midyear Meeting-March 8-9, Pfenning, Buchholz, Bentz, Lund. 3.1.5 NCSBN APRN Roundtable, Scientific Symposium, Future of Research Forum-staff attended. 3.1.6 Legislative Tracking Team-Every Friday 3.2 Notifications and requests to the Board <ul style="list-style-type: none"> 3.2.1 <i>Ratification:</i> Updated NDDoH Standing Orders Chlamydia/Gonorrhea treatment and testing 3.2.2 Nursing Regulatory Board Census-U.S. Dept Commerce/NCSBN data request & release 3.2.3 NCSBN and NLC annual reports 3.2.4 National BON COVID 19 office re-openings/remote work 3.3 Legal counsel <ul style="list-style-type: none"> 3.3.1 Detwiller-NDBON prn SAAG resignation 3.4 Unlicensed Assistive Person /Medication Assistant 3.5 Licensure <ul style="list-style-type: none"> 3.5.1 NCLEX RN Second Quarter FY updates 3.5.2 NCLEX PN Second Quarter FY updates 3.5.3 Emergency Limited Licensure table 3.6 Discipline <ul style="list-style-type: none"> 3.6.1 Discipline statistics/case activity report 3.6.2 NLC case log 3.7 Academic and Continuing Nursing Education <ul style="list-style-type: none"> 3.7.1 Ratification of approval for continuing education for contact hours-Jan - March 2021 			

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| 3.7.2 | Recognized Distance Nursing Education Programs student placements -Spring 2021 |
| 3.7.3 | Faculty Developmental Program updates – Next due June 1, 2021 |
| 3.7.4 | Education Program Survey Schedule Summer/Fall 2020-2021 updates |
| 3.7.5 | Post University, American Sentinel University College of Nursing & Health Sciences, Waterbury, CT: Letter of Concern related to MSN NP Program student placement without request and submission of required documentation. |
| 3.8 | Practice |
| 3.9 | Board Committees/meetings/staff presentations/DNC/Staff updates |
| 3.9.1 | DNC Spring Edition, "Education Annual Report Summary Article". |
| 3.9.2 | National staff presentations: 1) NLC Conference-Pfenning, Buchholz, Hanson; 2) NCSBN Discipline Case Management Conference-Pfenning |
| 3.9.3 | <i>Ratification 2021 Staff Position Description Revision: Accounting/Licensing Specialist; Associate Director for Compliance; Admin/Licensing Specialist</i> |

Recessed for lunch 1:10 pm– 1:45 pm

Adjourned at 4:02 pm motioned by J. Hammer and second by Buettner on 04/22/2021.

Stacey Pfenning, DNP, APRN, FNP, FAANP

North Dakota Board of Nursing Executive Director

Approved by ND Board of Nursing 07/2021