



## NORTH DAKOTA BOARD OF NURSING

### Meeting Minutes – Draft

October 30, 2025

919 S 7<sup>th</sup> St, STE 504, Bismarck, ND and Virtual

*All motions taken by roll call.*

**1. Roll Call & Conflict of Interest:** President Seamands called the meeting to order at 9:03 a.m. CT.

**NDBON Member Roll Call:** Kyla Armstrong, Dr. John Carroll, Dr. Seth Fisher, Sarah Friestad, Brooke Giannonatti, Melodi Krank, Samantha Richter, Maggie Seamands, Joseph Vetter.

**NDBON Staff Present:** Dr. Stacey (Pfenning) Olsen, Kyle Martin, Maureen Bentz, Melissa Hanson, Corrie Lund, Sam Breen, Dr. Charys Kunkel, SAAG Bergeson, SAAG Simonson.

**2. Consent Agenda:** Vetter moved to approve the consent agenda. Richter seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**3. Agenda:** Armstrong moved to approve October 30, 2025, agenda. Friestad seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**4. Meeting Minutes: July 24, 2025, regular meeting & September 29, 2025, special meeting:**

Friestad moved to approve July 24, 2025, regular meeting minutes. Krank seconded. Motion Carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

Vetter moved to approve September 29, 2025, special meeting. Richter seconded. Motion Carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**5. Public Forum:** No testimony presented.

**6. Strategic and Financial Reports:** Martin provided overview of financial reports, expenses and income to date.

**a. Bank ratification:**

Kirkwood Bank-Main Checking: Stacey (Pfenning) Olsen, Kyle Martin, Joseph Vetter (Board Treasurer).

ACH: Stacey (Pfenning) Olsen, Kyle Martin, Karen Hahn; and limited to payroll and benefits for Brady Martz. Savings: Stacey (Pfenning) Olsen, Kyle Martin, Joseph Vetter (Board Treasurer). Savings/checking transfers only: Kyle Martin, Stacey (Pfenning) Olsen.

Bank of North Dakota: NEL Checking & Savings: Stacey (Pfenning) Olsen, Kyle Martin, Joseph Vetter (Board Treasurer). Merchant Account-Stacey (Pfenning) Olsen, Kyle Martin, Joseph Vetter (Board Treasurer).

Dakota Community Bank, BND, BNC, Kirkwood Bank (Investment/Reserve funds)-Stacey (Pfenning) Olsen.

KBT Safety Deposit Box-Stacey (Pfenning) Olsen, Kyle Martin.

Vetter moved to approve the management of the bank accounts. Krank seconded. Motion Carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**7. Compliance:** *if a specific discipline matter will involve the discussion of medical records of an individual or any other document containing personal health information, which are exempt under NDAC 54-02-07-04, then an executive session may be called for the discussion of such records and documents.*

**Vetter Standing Conflict of Interest:** The Board approved the standing recusal from deliberation and voting on compliance agenda items indefinitely at the July 2025 regular meeting.

**Giannonatti Conflict of Interest:** Krank moved to affirm that a conflict of interest exists, and the board grants the request for recusal of Giannonatti from deliberation and voting for agenda item 7(a)(2) Renee Wautier-default hearing. Carroll seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Abstain	Krank	Yes	Richter	Yes	Seamands	No
Vetter	Recuse	6 Yes; 1 no; 0 Absent; 1 Abstain; 1 Recuse					

a. **Default Hearings (recorded):** President Seamands officiated hearings. Roll call completed and findings of facts provided by SAAG Bergeson and Associate Director for Compliance, Hanson for each case.

**ND Board of Nursing vs. Lou Cabales, RN:** Fisher moved to find that Lou Cabales, RN is in default and to accept and issue the findings of fact, conclusions of law, and default order for Lou Cabales, RN, as proposed by the Compliance Advisory Council. Armstrong seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Recuse	8 Yes; 0 no; 0 Absent; 0 Abstain; 1 Recuse					

**ND Board of Nursing vs. Renee Wautier, RN:** Krank moved to find that Renee Wautier, RN is in default and to accept and issue the findings of fact, conclusions of law, and default order for Renee Wautier, RN, as proposed by the Compliance Advisory Council. Richter seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Recuse	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Recuse	7 Yes; 0 no; 0 Absent; 0 Abstain; 2 Recuse					

**b. Requests for Reinstatements:**

**Executive Session:** Fisher moved to hold an executive session to consider the following agenda items according to NDCC Section 44-04-18.1 to discuss closed, confidential, or exempt records of Shawna Meyer, RN-Request for reinstatement of license. The executive session began at 9:33 am CT. Carroll seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

Richter moved to adjourn executive session at 9:43 am. Meeting opened to public. Giannonatti seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**Shawna Meyer, RN:** During open meeting, Richter moved to grant reinstatement of Shawna Meyer's RN 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. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Recuse	8 Yes; 0 no; 0 Absent; 0 Abstain; 1 Recuse					

c. **Request for Reconsideration:** Fisher moved to agree to consider Nadia Nunez's request for reconsideration of her stipulation for settlement, executed by her January 23, 2024, and approved by the Board January 25, 2024. Armstrong seconded. Motion carried.

Armstrong	Yes	Carroll	No	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	No
Vetter	Recuse	6 Yes; 2 no; 0 Absent; 0 Abstain; 1 Recuse					

**Executive Session:** Armstrong moved to hold an executive session to consider the agenda item according to NDCC Section 44-04-18.1 to discuss closed, confidential, or exempt records: Nadia Nunez, RN Request for reconsideration. Executive session began at 10:14 am. Richter seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
-----------	-----	---------	-----	--------	-----	----------	-----

Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

Richter moved to adjourn executive session at 10:45 am. Meeting opened to public. Giannonatti seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**Nadia Nunez, RN:** During open meeting, Richter moved to deny Nadia Nunez's request for reconsideration of her stipulation for settlement, dated January 25, 2024. Giannonatti seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Recuse	8 Yes; 0 no; 0 Absent; 0 Abstain; 1 Recuse					

**d. Compliance Advisory Council Recommendations Consent Agenda (Request for Reissuance, Stipulations for Settlements, Other Compliance Cases):** Krank moved to accept the recommendations of the Compliance Advisory Council recommendations consent agenda. Armstrong seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Recuse	8 Yes; 0 no; 0 Absent; 0 Abstain; 1 Recuse					

**e. Emergency Orders (no action)**

- Laura Hoovestol, APRN- Order of Emergency Suspension
- Susan Ashline, RN- Termination of Cease-and-Desist Order
- Lukas Turner, RN- Non-Practice Agreement (not discipline)

**8. Nightingale College**

**a. Executive session:** Fisher moved to hold a closed executive session according to NDCC Section 44-04-19.1 Open records and open meetings-Exemptions for attorney work product, attorney consultation, and negotiation preparation regarding Nightingale College. Executive session began at 11:03 am. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

Richter moved to adjourn the executive session at 11:59 am. Meeting opened to public. Fisher seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**b. Nightingale College-Distance Nursing Program Recognition:**

Fisher moved to agree to consider Nightingale College's request for reconsideration of Distance Nursing Program Recognition for Academic Year 2025-2026. Armstrong seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

Armstrong moved to approve the Nightingale College BSN Program's request for Fiscal Year 2025-2026 Distance Nursing Program Recognition, as the program does meet the requirements outlined in NDAC Chapter 54-03.2-06-07 (7) "Distance nursing education prelicensure programs provided in this state must meet the standards for nursing education according to article 54-03.2." Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

## 9. Nursing Education

a. **Nursing Education Committee (NEC) Consent Agenda:** NEC representative Krank moved to accept the recommendations of the NEC as presented in the Education Consent Agenda. Armstrong seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

b. **Dickinson State University-Major Programmatic Change-Program track, course addition, overall credit hours:** Krank moved to approve the Dickinson State University Department of Nursing request for:

- Change to a degree offered from an Associate of Applied Science-Practical Nurse track to Practical Nurse Certificate track,
- The addition of courses NURS 261 and NURS 268, and
- A change in overall credit hours required for Practical Nurse program completion from 67 to 45, as the program has full approval, and the changes comply with NDAC Programmatic Changes. Richter seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**Dickinson State University-Major Programmatic Change-Increase in enrollment:** Armstrong moved to approve the request for an enrollment increase to 24 for Dickinson State University, Department of Nursing, PN Certificate Program, beginning January 2026, as the program has full approval and the changes comply with NDAC Programmatic Changes. Carroll seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

## 10. Licensure & Operations

a. **WES credentials evaluations:** Vetter moved to ratify the removal of WES from the Board-approved credentials evaluators list. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

b. **Applications below minimum licensure/APRN criteria:**

**APRN Applicants:** Fisher moved to accept the Master of Science in Nursing and ANCC certification for the population focus of acute care nurse practitioners along with current APRN licensures in other states; and approve final ND APRN licensure with prescriptive authority as Acute Care NP: K. Schallenberger & B. Johnson. Richter seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**LPN/RN Applicants:** Krank moved to accept the following applicants with application criteria less than minimum licensure as follows: Accept Smith's employer supervision of 400 hours of nursing practice to qualify for licensure and ratify Kwame & Mohammad authorization to test with credentials evaluations reporting instruction in English. Vetter seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

c. **UAP registry and apprenticeship students:** Vetter moved to opine that apprenticeship students participating in a Board-approved in-state nursing education program meet the student exemption in NDCC 43.12.1-04(2) and are not required to have student UAP registry. Armstrong seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**Ratification of UAP for nursing students enrolled in apprenticeship program:** Armstrong moved to ratify the limited temporary permit for the following applicants until they completed the fundamentals of nursing course: Julianna Beaupre, Abigail Brouillard, Samantha Phelps, Grace Hanson, Olivia Munoz. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**d. Operations update**

**i. Employee Handbook updates:** Krank moved to approve the revised Employee Handbook as distributed. Fisher seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**ii. Compliance Division: Drug Screen Testing Policy:** Richter moved to approve the revised Drug Screen Testing Policy. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**11. Nursing Practice**

- Aesthetics Public Forum 1:00 pm (recorded):** Individuals provided testimony related to concerns specific to aesthetic practices in ND. Testimony also included feedback related to the “Role of the Licensed Nurse in Aesthetic Practices” guidance.
- Aesthetics next steps and “Role of the Licensed Nurse in Aesthetic Practices” Guidance:** Vetter moved to approve the revised draft practice guidance “Role of the Nurse in Aesthetic Practices in Retail Settings” and direct staff to disseminate the finally adopted guidance; and direct SAAG and staff to continue collaborations with the North Dakota Attorney General’s Consumer Protection and Antitrust Division or other applicable state parties to evaluate the potential need for oversight of Medi-Spas and aesthetic practices in North Dakota; and to direct SAAG Simonson to initiate correspondence with Governor’s office related to a potential next steps. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**12. Board of Nursing**

- Committee Appointments FY 2026:** Carroll moved that the Board approve FY 2026 committee appointments as distributed with the addition of the following: Armstrong to Nursing Education Committee. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Yes	9 Yes; 0 no; 0 Absent; 0 Abstain; 0 Recuse					

**13. Announcements**

**Future Board Meetings:** January 22, 2026 virtual regular meeting.

**14. Adjournment**—Richter moved to adjourn. Carroll seconded. Meeting adjourned at 3:07 pm.

Consent Agendas available upon request to [contactus@ndbon.org](mailto:contactus@ndbon.org)