

North Dakota Board of Nursing Meeting Minutes – May 16, 2013

Call to Order:	May 16, 2013 at 8:30 a.m. – NDBON Board Conference Room – 919 S 7 th Street, Suite 504, Bismarck ND		
Roll Call:	Nine board members present as follows:		
	Julie Traynor, RN, President	Clara Sue Price, Public Member, Treasurer	
	Daniel Rustvang, RN, Vice President	Nelson (Buzz) Benson, RN (arrived at 9:30 a.m.)	
	Charlene Christianson, RN	Angela Levi, LPN	
	Deborah Smith, RN	Bonny Mayer, LPN	
	Melisa Frank, LPN		
Staff Present:	Constance Kalanek, RN, Executive Director		
	Karla Bitz, RN, Associate Director	Patricia Hill, RN, Asst. Director for Practice & Discipline	Stacey Pfenning, RN, Associate Director for Education
	Julie Schwan, Administrative Services Coordinator		

AGENDA	ACTION
1.1 Consent Agenda	<p><i>Discussion:</i> The board reviewed the consent agenda.</p> <p><i>Motion:</i> Frank, seconded by Levi to: ADOPT THE CONSENT AGENDA AS PRESENTED.</p> <p><i>Roll call vote:</i> Benson, absent; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>
1.2 Agenda	<p><i>Discussion:</i> The agenda was reviewed as distributed. No changes were identified.</p> <p><i>Motion:</i> Smith, seconded by Frank to: APPROVE AGENDA AS DISTRIBUTED.</p> <p><i>Roll call vote:</i> Benson, absent; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>
1.3 Public Forum 11:00 a.m.	No one was present to address the board during public forum.
2.1 March 21, 2013 Meeting Minutes & Public Notice	<p><i>Discussion:</i> The minutes of the March 21, 2013 meeting were reviewed. No corrections were identified.</p> <p><i>Motion:</i> Christianson, seconded by Levi to: APPROVE THE MINUTES OF THE MARCH 21, 2013 MEETING AS DISTRIBUTED.</p> <p><i>Roll call vote:</i> Benson, absent; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>
Executive Session	Brian Bergeson, Special Asst Atty General was present to address the board to explain and answer questions related to Executive Sessions. Bergeson indicated an Executive Session should be convened when confidential information will be discussed, and may be convened, upon motion, when exempt information will be discussed, as provided for in the open records law. During the Executive Session, all spectators and non-essential staff must leave the room and discussion must be limited to only the information that is confidential or exempt, such as health information. The Executive Session must be tape recorded. Any other questions or discussion that does not pertain to the confidential or exempt information should be held until the Executive Session portion of the meeting is closed. Final decisions of the board must be made during the open meeting portion. The board discussed different scenarios with Bergeson related to Executive Sessions. Bergeson explained the difference between confidential, which requires executive session, or exempt, which may be discussed in open or closed. The board asked if a licensee has another person along for support if they would be required to leave during the Executive Session. Bergeson indicated the board and/or licensee can choose to have the person stay or leave during the Executive Session. It was suggested that the licensee be made aware of the Executive Session portion of the meeting and what information should be discussed during that time.
3.1 Financial Statements	The financial Statements through April 30, 2013 were reviewed. The board reviewed the comparison in actual income expenditures to date from last year to this year. Income is at 97% and expenses at 67% of budgeted.
3.3 Proposed Budget – 2013-2014 – Finance Committee	<i>Discussion:</i> The Finance Committee met May 1, 2013 and prepared a proposed budget for 2013-2014 fiscal year. Chair Price reviewed the minutes of the meeting. The committee reviewed expenses and income through March 31, 2013 and comparisons from last year in charts. Reserve funds and deferred revenue and a five year history of budgets and actual comparisons were discussed. Price indicated that the practice of the board has been to estimate conservatively on income and estimate higher on expenses. The committee reviewed each line item and recommended proposals. There were no fee increases recommended for the upcoming year and the board reviewed the proposed income. Price discussed the proposed expense categories and explained categories with major changes from current budget. Price reviewed the following recommendations from the Finance Committee:

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3.3 Proposed 2013-2014 Budget FC Recommendations	<p><i>Discussion:</i> Bergeson submitted a proposal for a retainer fee increase from \$2300 to \$3000 per month and an hourly increase from \$120 to \$130 per month. The committee conducted a performance evaluation and noted that Bergeson had not had an increase in some time and felt the increase is justified.</p> <p><i>Motion from the Finance Committee to:</i> RECOMMEND THE BOARD ACCEPT BRIAN BERGESON'S PROPOSAL OF \$3000 RETAINER PER MONTH AND \$130 HOURLY RATE AS OUTLINED IN THE PROPOSAL BEGINNING JULY 1, 2013.</p> <p><i>Roll call vote:</i> Benson, absent; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>																																									
	<p><i>Discussion:</i> The board has adopted a policy to use reserve fund for one time and fixed asset expenses. The proposed fixed asset purchases for 2013-2014 include a desk and a laptop.</p> <p><i>Motion from the Finance Committee to:</i> RECOMMEND TO THE BOARD THAT THE \$6,350 FIXED ASSETS FOR FY 2013-2014 BE TAKEN FROM RESERVE FUNDS.</p> <p><i>Roll call vote:</i> Benson, absent; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>																																									
	<p><i>Discussion:</i> The committee reviewed and discussed the "Expense Authorization for Board Members" policy and noted that current policy does not allow for per diem for travel days for out of state travel. Many times air travel consumes a full day and board members at times must use annual leave from their place of employment. The committee also reviewed minor changes to "Expense Authorization for Board Members" Policy which clarifies current practice for reimbursement. The committee supports the proposed revisions.</p> <p><i>Motion from the Finance Committee to:</i> REVISE THE "EXPENSE AUTHORIZATION FOR BOARD MEMBERS" POLICY TO CLARIFY CURRENT PRACTICE AND TO ADD THE ALLOWANCE OF PER DIEM FOR TRAVEL DAYS FOR OUT OF STATE CONFERENCES.</p> <p><i>Roll call vote:</i> Benson, absent; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>																																									
	<p><i>Discussion:</i> The committee recommends a proposed budget income of \$1,401,440 and proposed budgeted expenses of \$1,402,795. These amounts include designated fees for two funds, the Nursing Education Loan Fund with a proposed amount of \$82,000 and ND Center for Nursing with a proposed amount of \$276,000.</p> <p><i>Motion from the Finance Committee to:</i> APPROVE THE PROPOSED 2013-2014 BUDGET OF \$1,401,440 PROJECTED INCOME AND \$1,402,795 BUDGETED EXPENSES, WHICH INCLUDES \$82,000 DESIGNATED FOR NURSING EDUCATION LOANS and \$276,000 DESIGNATED FOR THE ND CENTER FOR NURSING.</p> <p><i>Roll call vote:</i> Benson, absent; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>																																									
	<p><i>Discussion:</i> Staff suggested the board consider using some reserve funds for the Nursing Education Loan fund for the awards this July. It was recommended to bring the amount available to award to \$100,000, which would require an amount between \$15,000 and \$20,000.</p> <p><i>Motion:</i> Price, seconded by Christianson to: APPROPRIATE \$15,000 TO \$20,000 FROM RESERVE FUNDS TO THE NURSING EDUCATION LOAN PROGRAM TO ALLOW FOR A TOTAL AMOUNT FOR DISTRIBUTION OF \$100,000 FOR JULY 2013.</p> <p><i>Roll call vote:</i> Benson, absent; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 absent. Motion carried.</p>																																									
	4.1 Administrative Settlement – Practice	<p><i>Discussion:</i> Seven individuals have signed and submitted administrative settlements for practice without a license/registration since the last meeting. The settlements were reviewed and considered by the board.</p> <p><i>Motion:</i> Rustvang, seconded by Smith to: ACCEPT THE ADMINISTRATIVE SETTLEMENTS FOR PRACTICE WITHOUT A LICENSE/REGISTRATION FOR THE FOLLOWING:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">NAME</th> <th style="text-align: left;">Lic/Reg #</th> <th style="text-align: left;">City, State</th> <th style="text-align: left;">Sanction</th> <th style="text-align: left;">Penalty Fee</th> </tr> </thead> <tbody> <tr> <td>Bell, Jennie</td> <td>L12199</td> <td>Williston, ND</td> <td>Reprimand</td> <td>\$800</td> </tr> <tr> <td>Doty, Stephanie</td> <td>RN Endorsement App</td> <td>Fargo, ND</td> <td>Reprimand</td> <td>\$1000</td> </tr> <tr> <td>Francis, Leonora</td> <td>R38085</td> <td>Minot, ND</td> <td>Reprimand</td> <td>\$600</td> </tr> <tr> <td>Hillman, Nicholas</td> <td>R31167</td> <td>Moorhead, MN</td> <td>Reprimand</td> <td>\$1000</td> </tr> <tr> <td>Ostlie, Sarah</td> <td>UAP99651</td> <td>Grafton, ND</td> <td>Reprimand</td> <td>\$750</td> </tr> <tr> <td>Puckett, Jennifer</td> <td>UAP/Surg Tech App</td> <td>Newburg, ND</td> <td>Reprimand</td> <td>\$100</td> </tr> <tr> <td>Tescher, Karen</td> <td>R14466</td> <td>Bismarck, ND</td> <td>Reprimand</td> <td>\$800</td> </tr> </tbody> </table>	NAME	Lic/Reg #	City, State	Sanction	Penalty Fee	Bell, Jennie	L12199	Williston, ND	Reprimand	\$800	Doty, Stephanie	RN Endorsement App	Fargo, ND	Reprimand	\$1000	Francis, Leonora	R38085	Minot, ND	Reprimand	\$600	Hillman, Nicholas	R31167	Moorhead, MN	Reprimand	\$1000	Ostlie, Sarah	UAP99651	Grafton, ND	Reprimand	\$750	Puckett, Jennifer	UAP/Surg Tech App	Newburg, ND	Reprimand	\$100	Tescher, Karen	R14466	Bismarck, ND	Reprimand	\$800
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<p><i>Roll call vote:</i> Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>																																										

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AGENDA	ACTION
4.4.1 Stipulation for Settlement – Sonoum Flowers, L13916	<p><i>Discussion:</i> A Stipulation for Settlement was received from Sonoum Flowers, 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).</p> <p><i>Motion:</i> Frank, seconded by Mayer to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR SONOUM FLOWERS, LPN AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$300 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.4.2 Stipulation for Settlement – Kelsea Rademacher-Hildenbrand, L13836	<p><i>Discussion:</i> Traynor recused herself from this agenda item. A Stipulation for Settlement was received from Kelsea Rademacher-Hildenbrand, 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).</p> <p><i>Motion:</i> Levi, seconded by Smith to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR KELSEA RADEMACHER-HILDENBRAND, LPN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$500 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, recuse. 7 yes, 0 no, 2 recuse, 0 absent. Motion carried.</p>
4.4.3 Stipulation for Settlement – Josie Bingen, R35459 (active) and L11800 (inactive)	<p><i>Discussion:</i> A Stipulation for Settlement was received from Josie Bingen, 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 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(7)(8).</p> <p><i>Motion:</i> Benson, seconded by Mayer to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR JOSIE BINGEN, RN & LPN AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ SUSPEND THE LICENSE FOR ONE YEAR; HOWEVER THE SUSPENSION SHALL BE STAYED FOR ONE YEAR, DURING WHICH THE STAY OF THE LICENSE SHALL BE ENCUMBERED FOR ONE YEAR UNDER THE TERMS SET OUT IN THE BOARD ORDER; ◆ ASSESS A \$1200 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN THE BOARD ORDER. <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, no; Smith, yes; Traynor, yes. 7 yes, 1 no, 1 recuse, 0 absent. Motion carried.</p>
4.4.4 Stipulation for Settlement – Jenna Snyder, R34163 (active) and L12309 (inactive)	<p><i>Discussion:</i> A Stipulation for Settlement was received from Jenna Snyder, RN and LPN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(7)(8). Ms. Snyder signed the stipulation for settlement, but also submitted a letter to the board stating the information in the allegations were not true. The board discussed concerns with the sanctions and some members felt the sanction should be stronger in light of the violations. The board also requested a letter of concern be issued in addition to the reprimand agreed to in the stipulation for settlement.</p> <p><i>Motion:</i> Rustvang, seconded by Frank to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR JENNA SNYDER, RN & LPN AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$600 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. ◆ AND ISSUE A LETTER OF CONCERN. <p><i>Roll call vote:</i> Benson, no; Christianson, recuse; Frank, absent; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 7 yes, 0 no, 1 recuse, 1 absent. Motion carried.</p>

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4.4.5 Stipulation for Settlement – Renee Morris, R21366	<p><i>Discussion:</i> A Stipulation for Settlement was received from Renee Morris, RN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(10).</p> <p><i>Motion:</i> Rustvang, seconded by Smith to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR RENEE MORRIS, RN, AND ENTER ITS ORDER TO</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$600 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, absent; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.4.6 Stipulation for Settlement – Abby Bork, R36544 (active) and L11080 (inactive)	<p><i>Discussion:</i> A Stipulation for Settlement was received from Abby Bork, 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 (5) and NDAC 54-02-07-01.1 (6)(7).</p> <p><i>Motion:</i> Smith, seconded by Benson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR ABBY BORK, RN & LPN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$500 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER.. <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, absent; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.4.7 Stipulation for Settlement – Desiree Davis, L12489	<p><i>Discussion:</i> A Stipulation for Settlement was received from Desiree Davis, LPN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(8).</p> <p><i>Motion:</i> Rustvang, seconded by Mayer to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR DESIREE DAVIS, LPN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$600 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER.. <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, absent; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.4.8 Stipulation for Settlement – Barbara Voegele, R20122	<p><i>Discussion:</i> A Stipulation for Settlement was received from Barbara Voegele, RN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (12).</p> <p><i>Motion:</i> Benson, seconded by Levi to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR BARBARA VOEGELE, RN AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ENCUMBER THE LICENSE FOR TWO YEARS; ◆ ASSESS A \$600 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, absent; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.4-9 Stipulation for Settlement – Amber Hastings, L12822	<p><i>Discussion:</i> A Stipulation for Settlement was received from Amber Hastings, LPN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(7). It was noted that Ms. Hastings signed the stipulation, but also crossed off certain allegations and added a written comment "this did not happen", The investigation provided clear evidence to the contrary.</p> <p><i>Motion:</i> Benson, seconded by Levi: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR AMBER HASTINGS, LPN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$600 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, absent; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>

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4.4-10 Stipulation for Settlement – Deborah J Nelson R21288 (APRN)	<p><i>Discussion:</i> A Stipulation for Settlement was received from Deborah J Nelson, RN, 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)(5) and NDAC 54-02-07-01.1 (6)(7) and NDAC 54-05-03.1-03.2 (1c).</p> <p><i>Motion:</i> Rustvang, seconded by Smith to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR DEBORAH J NELSON, APRN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> • ENCUMBER PRESCRIPTIVE AUTHORITY FOR ONE YEAR UNDER THE TERMS SET OUT IN THE BOARD ORDER. • ASSESS A \$800.00 PENALTY FEE PLUS COSTS & DISBURSEMENTS. • OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, absent; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.4-11 Stipulation for Settlement – Sheryl Payne, R33995	<p><i>Discussion:</i> A Stipulation for Settlement was received from Sheryl Payne, RN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(7).</p> <p><i>Motion:</i> Smith, seconded by Benson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR SHERYL PAYNE, RN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$600 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, absent; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.7.1 Request for Reinstatement – Anthony Saylor, L12526	<p><i>Discussion:</i> Anthony Saylor, LPN has requested reinstatement of his suspended LPN license and was present for this agenda item. Mr. Saylor discussed his recovery with the board. The Disciplinary Review Panel expressed concern that Mr. Saylor does not attend a support group and has no sponsor. Mr. Saylor indicated he has not needed a support group or sponsor but is agreeable to obtaining a sponsor and attending meetings if the board wishes. Board members indicated that as a precaution when entering the field of nursing again they would recommend support group meeting attendance and contact with a sponsor.</p> <p><i>Motion:</i> Rustvang, seconded by Smith to: GRANT ANTHONY SAYLER'S REQUEST FOR REINSTATEMENT OF HIS SUSPENDED LPN LICENSE TO ENCUMBERED STATUS FOR TWO YEARS ACCORDING TO TERMS AND CONDITIONS SET OUT IN THE BOARD ORDER, TO INCLUDE REQUIRED SPONSOR CONTACT AND SUPPORT GROUP MEETING ATTENDANCE.</p> <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, absent; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.72 Request for Reinstatement – Elizabeth Soholt, R35120	<p><i>Discussion:</i> Elizabeth Soholt, RN has requested reinstatement of her RN license. The board reviewed a history sheet and requirements of her Workplace and Board Order. Ms. Soholt has fulfilled the requirements and the disciplinary review panel recommends reinstatement of her license and discharge from the WIP.</p> <p><i>Motion:</i> Rustvang, seconded by Benson to: GRANT ELIZABETH SOHOLT'S REQUEST FOR SUCCESSFUL DISCHARGE FROM THE WORKPLACE IMPAIRMENT PROGRAM AND REINSTATE HER RN LICENSE TO UNRESTRICTED AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF STIPULATION FOR SETTLEMENT AND WORKPLACE IMPAIRMENT PROGRAM AGREEMENT DATED MAY 20, 2010.</p> <p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, absent; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.8.1 Mary Adkins, R28238	<p><i>Discussion:</i> Mary Adkins was present to request the board consider an amendment to her current WIP encumbered status Board Order. Ms. Adkins license was encumbered for three years and she entered WIP in July 2012. She requested the board consider shortening the term of her encumbrance or allow her to teach with an encumbered license so that she may return to teaching. NDAC 54-03.2-04-04 Baccalaureate or Graduate nurse program faculty qualifications require that "b) Nurse faculty must be registered nurses with a current unencumbered license". NDAC does not allow for encumbered licensees to teach in a nursing program. Ms. Adkins discussed her progress in the last 9 months and indicates she feels she is ready to return to teaching. The board discussed the length of the encumbrance with Ms. Adkins and indicated they do not feel comfortable shortening the term due to the nature of the allegations. The board commended Ms. Adkins for her progress, and recommend she may request reinstatement of her encumbered license in March of 2015 to allow for possible acceptance of a teaching contract for the upcoming academic year. Board members do not feel it is necessary for Ms. Adkins to make another personal appearance before that time to request reinstatement.</p> <p><i>Motion:</i> Frank, seconded by Price to: DENY MARY ADKINS REQUEST FOR AN AMENDMENT TO HER WIP AGREEMENT BASED NDAC 54-03.2-04-04. BACCALAUREATE OR GRADUATE NURSE PROGRAM FACULTY QUALIFICATIONS; B. NURSE FACULTY MUST BE REGISTERED NURSES WITH A CURRENT UNENCUMBERED LICENSE AND RECOMMEND SHE REAPPEAR TO REQUEST REINSTATEMENT IN MARCH 2015.</p>

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	<p><i>Roll call vote:</i> Benson, yes; Christianson, recuse; Frank, absent; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
AGENDA	ACTION
4.11.1 Kelly Cofer, R32728 & L11293	NOTICE OF EMERGENCY SUSPENSION issued to Kelly Cofer, RN & LPN, Grand Forks, ND on April 10, 2013 for five years or until retracted, modified or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board.
4.11.2 Holly Nelson, R26827 active and L8821 inactive	NOTICE OF SUSPENSION issued to Holly Nelson, RN & LPN, Williston, ND, on April 19, 2013 for violation of terms and conditions of Stipulation for Settlement dated November 15, 2012. Respondent's license is automatically SUSPENDED for a period of two years.
4.12.1 HIPDB NPDB Merger Q&A – FYI	The board reviewed a Q & A on the Date Bank Merger of the National Practitioner Data Bank (NPDB) and the Healthcare Integrity and Protection Data Bank (HIPDB).
5.1-1 Focused On-Site Survey Report Turtle Mountain Community College AASPN Program	<p><i>Discussion:</i> Dr. Jim Davis, President of TMCC, Larry Henry, Academic Dean, and Aleta Delorme MSN, RN Nursing Faculty of TMCC were present for this agenda item. Stacey Pfenning and Jane Hoerner performed an on-site focused survey on April 24-25, 2013 for specific areas of review. The Nursing Education Committee reviewed the report in detail. The following findings were noted:</p> <ul style="list-style-type: none"> • Issues of non-compliance: NDAC 54-03.2-05-01 Student Policies & NDAC 54-03.2-06-02 Programmatic Changes. • Issues of partial compliance: NDAC 54-03.2-02-05 Nursing Program Evaluation & NDAC 54-03.2-04-01 Faculty responsibilities. • Met Progressing: NDAC 54-03.2-06-07 Nursing Curriculum. <p>Turtle Mountain Community College received initial approval in Fall 2010. In November 2011 an on-site focused survey was performed and the program was granted continued initial approval status. During the April 2013 survey, a pervasive lack of confidence in current nursing program leadership was expressed within interviews conducted onsite. Dr. Davis indicated the program director is no longer employed with TMCC and the program is working diligently on areas of non-compliance and partial compliance. They have support from the college administration and community, and letters of support were reviewed by the board. It was noted that much progress has been made and that the curriculum is solid and faculty is very dedicated. TMCC representatives request the board consider allowing students to enter the program in Fall 2013. It was discussed that the program would have an opportunity to appear at the July Board meeting to provide an update toward compliance in the areas of deficiencies. The board may reconsider admitting students at that time based on the progress toward compliance of the program.</p> <p><i>Motion from Nursing Education Committee to:</i> RECOMMENDS TO THE BOARD:</p> <ol style="list-style-type: none"> 1. FIND TURTLE MOUNTAIN COMMUNITY COLLEGE ASSOCIATE OF APPLIED SCIENCE PRACTICAL NURSE (AASPN) PROGRAM IN CONTINUED PARTIAL COMPLIANCE WITH ND ADMINISTRATIVE CODE 54-03.2; AND 2. PLACE TURTLE MOUNTAIN COMMUNITY COLLEGE AASPN PROGRAM ON CONDITIONAL APPROVAL STATUS UNTIL JANUARY 30, 2014, AT WHICH TIME THE ND BOARD OF NURSING WILL DETERMINE WHETHER STATED DEFICIENCIES HAVE BEEN SUFFICIENTLY CORRECTED; AND 3. IF A LEVEL OF SUBSTANTIAL COMPLIANCE IS NOT DEMONSTRATED BY JANUARY 30, 2014, THE ND BOARD OF NURSING WILL DETERMINE A COURSE OF ACTION, WHICH WILL INCLUDE WITHDRAWAL OF BOARD APPROVAL AND THE SETTING OF A DATE TO DISCONTINUE THE PROGRAM; AND 4. TURTLE MOUNTAIN COMMUNITY COLLEGE AASPN PROGRAM MAY NOT ADMIT A NEW COHORT OF AASPN STUDENTS UNTIL THE PROGRAM HAS ACHIEVED SUBSTANTIAL COMPLIANCE. A DATE FOR FURTHER ADMISSION OF AASPN STUDENTS MUST BE MUTUALLY AGREED UPON BY THE ND BOARD OF NURSING AND TURTLE MOUNTAIN COMMUNITY COLLEGE. 5. THE TURTLE MOUNTAIN COMMUNITY COLLEGE AASPN PROGRAM ADMINISTRATOR MUST SUBMIT THE 2012-2013 ANNUAL REPORT BY OCTOBER 15, 2013. IN ADDITION, A COMPLIANCE REPORT WILL BE SUBMITTED BY DECEMBER 13, 2013 ADDRESSING THE DEFICIENCIES OF THE “NON-COMPLIANCE”, “PARTIAL-COMPLIANCE”, AND “MET PROGRESSING” STANDARDS FOR NURSING PROGRAM APPROVAL AS CITED IN THIS SURVEY REPORT.
	<p><i>Roll call vote:</i> Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
5.2-1 Request for approval of programmatic change: NDSU BSN Program	<p><i>Discussion:</i> ND State University BSN Program has submitted a programmatic change for review by the board. The Nursing Education Committee reviewed the proposed change to add a new required course N460 Management, Leadership and Career Development to start Fall 2013. There is no change in credits with this addition as it is part of a recent curriculum change that went into effect Fall 2012 and approved by the board April 2012.</p> <p><i>Motion by Nursing Education Committee to:</i> RECOMMEND THE BOARD APPROVE THE PROGRAMMATIC CHANGE FOR THE NDSU BSN PROGRAM, AS THE NDSU COLLEGE OF NURSING HAS FULL APPROVAL FROM THE ND BOARD OF NURSING AND THE PROGRAMMATIC CHANGES ARE IN FULL COMPLIANCE WITH NDAC 54-03.2-06-02.</p> <p><i>Roll call vote:</i> Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>

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AGENDA	ACTION
5.2-2 Request for approval of programmatic change: University of Mary BSN Program	<p><i>Discussion:</i> The University of Mary has submitted a major curriculum revision for the BSN RN program to be implemented Fall 2013. The total credits for the program will increase by three. The Nursing Education Committee reviewed the changes in detail and recommend approval.</p> <p><i>Motion from the Nursing Education Committee to:</i> RECOMMEND THE BOARD APPROVE THE PROGRAMMATIC CHANGE FOR THE UNIVERSITY OF MARY BSN PROGRAM, AS THE UNIVERSITY OF MARY NURSING PROGRAM HAS FULL APPROVAL FROM THE ND BOARD OF NURSING AND THE PROGRAMMATIC CHANGES ARE IN FULL COMPLIANCE WITH NDAC 54-03.2-06-02.</p> <p><i>Roll call vote:</i> Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
5.2-3 Request for approval of programmatic change: University of Mary MS FNP Program	<p><i>Discussion:</i> University of Mary has submitted a programmatic change for the Family Nurse Practitioner program to move the academic degree awarded from a Master of Science in Nursing to a Doctorate of Nursing Practice to be implemented Fall 2013. The Nursing Education Committee reviewed the curriculum changes in detail and recommend approval.</p> <p><i>Motion from the Nursing Education Committee to:</i> RECOMMEND THE BOARD</p> <ul style="list-style-type: none"> • APPROVE THE PROGRAMMATIC CHANGE FOR THE UNIVERSITY OF MARY MS FNP PROGRAM, AS THE UNIVERSITY OF MARY MS FNP PROGRAM IS IN SUBSTANTIAL COMPLIANCE AND HAS FULL NORTH DAKOTA BOARD OF NURSING APPROVAL AND THE PROGRAMMATIC CHANGES ARE IN FULL COMPLIANCE WITH NDAC 54-03.2-06-02; AND • REQUIRE NOTIFICATION TO THE BOARD THE STATUS OF NDAC 54-03.2-04-04. BACCALAUREATE OR GRADUATE NURSE PROGRAM FACULTY QUALIFICATIONS. THERE MUST BE SUFFICIENT FACULTY WITH GRADUATE PREPARATION AND NURSING EXPERTISE TO ACHIEVE THE PURPOSE OF THE PROGRAM. THE PROGRAM MUST PRESENT EVIDENCE OF COMPLIANCE TO THE BOARD ON OR BEFORE OCTOBER 15, 2013; AND • REQUIRE NOTIFICATION TO THE BOARD THE STATUS OF NDAC 54-03.2-03-03. BACCALAUREATE OR GRADUATE NURSE PROGRAM ADMINISTRATOR QUALIFICATIONS. THE PROGRAM ADMINISTRATOR MUST HOLD A MINIMUM OF A MASTER'S DEGREE AND AN EARNED DOCTORAL DEGREE FROM AN ACCREDITED INSTITUTION AND HAVE EDUCATIONAL PREPARATION OR EXPERIENCE IN TEACHING, CURRICULUM DEVELOPMENT, AND ADMINISTRATION, INCLUDING AT LEAST 2 YEARS OF NURSING EXPERIENCE. THE PROGRAM MUST PRESENT EVIDENCE OF COMPLIANCE TO THE BOARD ON OR BEFORE OCTOBER 15, 2013. <p><i>Roll call vote:</i> Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
5.3-1 Request for approval of LPN Refresher Course: MN State Community & Technical College	<p><i>Discussion:</i> MN State Community and Technical College has submitted their LPN Refresher Course for continued approval. Pfenning indicated the course meets the board guidelines, and the only issue was to have the correct course information to reflect the recent revisions to the guidelines to be consistent with the definition of nursing practice as defined in NDCC Nurse Practices Act 43.12.1-02 (5). The Nursing Education Committee reviewed the report and recommends continued approval.</p> <p><i>Motion from Nursing Education Committee to:</i> RECOMMEND THE BOARD</p> <ol style="list-style-type: none"> 1. FIND THE LPN REFRESHER COUSE OFFERED BY MN STATE COMMUNITY AND TECHNICAL COLLEGE IN FULL COMPLIANCE WITH THE BOARD GUIDELINES AS SET FORTH BY NDAC CHAPTER 54-02-05-05(8) AND 2. GRANT APPROVAL OF THE LPN REFRESHER COURSE OFFERED BY MN STATE COMMUNITY AND TECHNICAL COLLEGE FOR FOUR YEARS: MAY 2013 THROUGH MAY 2017. <p><i>Roll call vote:</i> Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
5.3-2 Request for waiver of Continuing Education Fee	<p><i>Discussion:</i> Susan Cote, LPN, did not complete the required 12 Contact Hours prior to December 31, 2012 and was assessed a \$600 penalty fee (\$50 per contact hour) for not meeting the requirements. Ms. Cote indicates she did not know that the course she took did not meet the requirements. Kalanek reviewed a history of contact with Ms. Cote. The board discussed the issue and does not feel the fee should be waived. The board recommends Ms. Cote set up payments schedule if necessary to pay the fine.</p> <p><i>Motion:</i> Frank, seconded by Mayer that: THE BOARD NOT WAIVE THE FEE FOR SUSAN COTE LPN. (NDAC 54-02-05-08. CONTINUING EDUCATION REQUIREMENT FOR LICENSE RENEWAL).</p> <p><i>Roll call vote:</i> Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
6.1-1 List of RN & LPN non-renewals	<p>The board reviewed a table showing total number of renewals by year since 1999. The total number of licensees has increased dramatically over the past few years, with most recent totals showing 12,275 RNs and 3605 LPNs licensed in the state. The total number of non renewed has also increased. The board reviewed the list of non-renewals.</p>

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7.1-1 RN Role in Tele-pharmacy	The board reviewed correspondence related to the Tele-pharmacy Project for ND Regional Human Service Centers. Repackaging and relabeling of medications is considered dispensing by the ND State Board of Pharmacy and falls under the supervision of a pharmacist. The ND Dept of Human Services decided to develop telepharmacy services utilizing staff at Human Service Centers. A provision of the program was that pharmacy technicians would be needed, and it was decided to have nursing staff at Human Service Centers be cross trained as pharmacy technicians. The Board of Nursing was not involved in these discussions and has been receiving calls from nurses requesting if this training could be used as contact hours. Staff have indicated they will review the curriculum for the program to identify which of the courses would qualify for contact hours.
7.1-2 Utilization of Surgical Technician	The board reviewed follow up communication from the BSC Surgical Technology program regarding the requirement for students to be on the UAP Technician registry prior to entering clinicals. It had been noted that one facility is hiring students in a "Mentee" position and trains them without needing to be on a registry. The facility was contacted and indicated that this practice had been discontinued. BSC also indicated that their students are referred to as to as "technologists" and not "technicians". It was noted that the registry designation for technicians is a broad category. The Surgical Technologists are still allowed to call themselves technologists; however the registry would not be changed for one specific group and will continue to utilize the term technicians as a broad category.
7.1-3 Guardian Flight Overview – RN Scope of Practice	Pfenning reported on a meeting with representatives of Guardian Flight that is opening an air medical base in ND. They currently operate in AK, HI, AZ, CO, NM, UT, WY and Puerto Rico. Guardian Flight has been reviewed for EMS requirements and is approved in ND. A summary of the meeting indicates that the flight RN receives specialized training in the assigned nursing interventions required for the role. The RN will not be initiating or pushing propofol; however, they may be transferring a patient with propofol continuous infusion. Based on the information provided, it appears the nursing practice of the flight nurse is consistent with the NDCC 43.12.1 Nurse Practices Act and NDAC Chapter 54-05-02 Standards of Practice for RN.
7.1-4 Medication Assistant I Training Program Workgroup Meeting	The board reviewed minutes of a meeting with the ND Department of Health, ND Board of Pharmacy, and ND Board of Nursing related to filling medication planners, labeling of medication planners, and administration of medications from a medication planner. The difference in assisting a client in a home setting and storing and distributing medications in a facility was discussed. Different scenarios were discussed. If the client is in control of their own medication, a nurse may set up the medication planner. If the medication planner is being filled in a facility where the client is not in control of their medication it must be set up by a pharmacist or pharmacy technician. Christianson indicated how difficult this can be in practice and volunteered to be involved on any future committees regarding this issue.
7.4-1 Issues of a Federal versus a State-Based Nurse Licensure System	The board reviewed an article titled " <i>Issues of a Federal Versus a State-Based Nurse Licensure System</i> " by Randall Hudspeth, PhD, MS, APRN, FRE.
7.4-2 Duplicate License Report	The board reviewed the Multi-state duplicate license report. Most states are under the target range of .22% ND is at .08%
7.5-1 Administrative Rule Promulgation	Staff indicated they will be preparing to begin rule promulgation this summer to reflect changes in the Nurse Practice Act that will be effective August 1, 2013.
7.5-2 Legislative Bills Affecting State Agencies	The board reviewed Bill Actions for HB 1091, HB 1246 and HB 1276.
7.5-3 Legislative Committees	None
7.5-4 Communication with Senators & Representatives	None
9.0 Program Monitoring Committee	No report.
9.1 Nursing Education Committee	Reported with agenda items 5.0
9.2 Finance Committee	Reported with agenda items 3.0
9.3 Executive Committee	Will be meeting after board meeting for Executive Director evaluation.
9.4 Nursing Practice Committee	Will meet in June.
9.5 Technology Committee	<p><i>Discussion:</i> The technology committee met May 9, 2013. A taskforce of staff is working on a redesign of the website. The Electronic Education Report will be available from September 1 through October 15th. Web-streaming is still being worked on and once available, staff will have the ability to tape a presentation and upload it to the web for viewing. The committee discussed whether there should be a fee charged for the CE educational presentations. They recommend some should be charged and some could be free. The board recommended the standard ones such as the Nurse Practices Act, could be free. The board discussed a fee of \$10 per contact hour for any courses that are charged.</p> <p><i>Motion from the Technology Committee to:</i> RECOMMEND TO THE BOARD THAT SOME OF THE PRESENTATIONS BE OFFERED FREE OF CHARGE WHILE OTHERS BE CHARGED FOR AT A MINIMAL FEE OF \$10 PER CONTACT HOUR.</p> <p><i>Roll call vote:</i> Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
9.6-1 Board Representative Prescription Drug Monitoring Program	No report.

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9.6-2 ND Center for Nursing	The board reviewed a report from the Center for Nursing regarding a Three Tier Revenue Structure Proposal.
AGENDA	ACTION
10.1 Revised position description for Executive Director	<p><i>Discussion:</i> The board reviewed proposed revisions to the Executive Director job description. The revisions involved suggestions from the Nurse Licensure Compact Administrators group so all Administrators have the same Performance Standards.</p> <p><i>Motion:</i> Smith, seconded by Price to: APPROVE THE REVISIONS TO THE EXECUTIVE DIRECTOR JOB DESCRIPTION AND DIRECT STAFF TO REVIEW THE PHYSICAL QUALIFICATION REQUIREMENTS TO BE IN COMPLIANCE WITH THE ADA.</p> <p><i>Roll call vote:</i> Benson, yes; Christianson, yes; Frank, yes; Levi, yes; Mayer, yes; Price, yes; Rustvang, yes; Smith, yes; Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
NCSBN Awards	Traynor announced that Kalanek will receive the Meritorious Service Award for Excellence, which is presented to a board or staff member of a member board for positive impact and significant contributions to the purposes of National Council State Board of Nursing. Kalanek will also be receiving a service award for 15 years as the Executive Director of North Dakota Board of Nursing. The North Dakota Board of Nursing will be awarded the Regulatory Achievement Award that recognizes the member board that has made an identifiable, significant contribution to the purpose of NCSBN in promoting public policy related to the safe and effective practice of nursing in the interest of public welfare. Both will be recognized at the NCSBN Annual Meeting in August at Providence, Rhode Island.
Board Governance	The board discussed use of e-mail and the issues with open meeting laws. This has not been an issue with the board of nursing as e-mail use is limited to announcements. The board discussed inviting Mary Kay Kelsch from the Atty General's office to speak at the September retreat.

CONSENT AGENDA:

8.1 NCSBN
8.1-1 2013 Annual Meeting
8.1-2 North Dakota NPA course enrollments on the NCSBN Learning Extension
8.1-3 Affordable Care Act Implementation
8.2 Office Management
8.2-1 ND AHEC Newsletter
8.3 Nursing Practice
8.3-1 Summary of practice calls
8.3-2 Prescriptive Authority Applications
8.4 Workplace Impairment Program Report
8.4-1 Statistics
8.5 Unlicensed Assistive Person/Medication Assistant
8.5-1 Testing Summary Report
8.5-2 NNAAP Testing
8.6 Licensure
8.6-1 6 Ways States are Addressing the Doctor Shortage
8.6-2 NCLEX-RN
8.6-3 NCLEX-PN
8.6-4 HRSA The US Nursing Workforce: Trends in Supply and Education
8.7 Discipline
8.7-1 Discipline Statistics/Case Activity Report
8.7-2 NLC Case Log
8.8 Legal Counsel
8.9 Education
8.9-1 Ratification of approval of continuing education for contact hours
8.9-2 Out-of-Students and Recognized Programs
8.9-3 Education Dialogue

UPCOMING MEETINGS & REPORT OF MEETINGS ATTENDED:

12.1 National Council of State Boards of Nursing Annual Meeting, 35 th Anniversary August 14-16, 2013 – Providence RI.
12.2 NCSBN Monthly Meetings by teleconference calls and onsite:

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12.2-1 Policy Call
12.2-2 Education Network – May 15; July 18
12.2-3 Discipline Networking Call – April 17; June 26; August 28
12.2-4 EO Network Conference Call – May 20
12.2-5 NLCA Meeting – January 18-19; March 10; May 15; July 1-2; July 9; August 13.
12.2-6 Mid-Year Meeting – March 11-13, 2013
12.2-7 NCSBN Executive Officers Leadership Seminar – June 18-19, 2013
12.2-8 IT Summit – May 23-24, 2013
12.2-9 Discipline Case Management Conference: Anchoring Your Case Strategy– June 5-7, 2013
12.2-10 NCLEX Conference – September 9, 2013
12.2-11 APRN Practice Networking Call – May 21; July 25
12.2-12 2013 NCSBN Long-term Care Conference – April 16-17 Christianson attended and indicated the conference was very good. Presentations were in leadership in long term care. Many concerns were regarding lack of education in leadership roles. North Dakota is further ahead than most states – most requirements are already implemented.
12.2-13 Practice Consultants Networking Call – March 19; May 16
12.2-14 APRN Roundtable – April 9, 2013 - Attended by Kalanek, Pfenning, and Rustvang – Presentation available on NCSBN website. The board discussed the need to revisit the nursing education rules in light of the doctorate of nursing programs. Kalanek gave a presentation regarding removal of the requirement of the collaborative agreement for prescriptive authority for APRNs in ND.
12.2-15 APRN Committee – January 31 – February 1
12.2-16 EO Forum – July 15-16
12.3 North Dakota Organization of Nurse Executives –
12.4 North Dakota Nurses Association -
12.5 North Dakota Rural & Public Health Conference – June 5-7, 2013 Seven Seas – Mandan
12.6 North Dakota Hospital Association Annual Convention and Trade Show
12.7 North Dakota LTCA Annual Convention – April 30 – May 3, 2013 - - Mayer attended – very good speakers – networking with other disciplines.
12.8 North Dakota State Health Council; Feb 12; April 3
12.9 North Dakota Board of Nursing, North Dakota Department of Health & North Dakota Board of Pharmacy – Feb 27; April 22

Staff Presentations:

The meeting recessed at 11:55 a.m. and reconvened at 12:30 p.m. for lunch.

The meeting adjourned at 2:15 p.m. on May 16th, 2013.

Constance B. Kalanek, RN, PhD, FRE
Executive Director - Draft 05/23/2013