

North Dakota Board of Nursing Meeting Minutes – March 18, 2014

Call to Order:	January 16, 2014 at 8:30 a.m. – NDBON Board Conference Room – 919 S 7 th Street, Suite 504, Bismarck ND	
Roll Call:	Seven board members present as follows:	
	Julie Traynor, RN, President	Clara Sue Price, Public Member, Treasurer
	Daniel Rustvang, RN, Vice President	Charlene Christianson, RN
	Bonny Mayer, LPN	Jane Christianson, RN
	Melissa Frank, LPN	
	Absent: Paula Schmalz, APRN Janelle Holth, RN	
	Staff Present:	
	Constance Kalanek, RN, Executive Director	Patricia Hill, Assistant Director for Practice & Discipline
	Karla Bitz, RN, Associate Director	Julie Schwan, Administrative Services Coordinator
	Stacey Pfenning, RN, Associate Director for Education & APRN Practice	
	Other individuals were present as indicated on the Board Meeting Attendance Roster.	

AGENDA	ACTION
Web streaming	Eric Wanchic was present and indicated that the web streaming at the last board meeting was very successful with numerous sites accessing the meeting. Only one site had issues with connectivity on their end. Staff are working with Wanchic on recording an educational session on the Nurse Practices Act to add to the website.
1.1 Consent Agenda	<p><i>Discussion:</i> The board reviewed the consent agenda.</p> <p><i>Motion:</i> Frank, seconded by C. Christianson to: ADOPT THE CONSENT AGENDA AS PRESENTED.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
1.2 Agenda	<p><i>Discussion:</i> The agenda was reviewed as distributed. Staff requested addition of 5.2.1 Turtle Mountain Community College Status of Progress Report.</p> <p><i>Motion:</i> Rustvang, seconded by J. Christianson to: APPROVE AGENDA AS AMENDED WITH THE ADDITION OF 5.2.1. TMCC- STATUS OF PROGRESS REPORT.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
1.3 Public Forum 11:00 a.m.	No one was present to address the board during the open forum.
2.1 January 16, 2014 Meeting Minutes & Public Notice	<p><i>Discussion:</i> The minutes of the January 16, 2014 meeting were reviewed. No corrections were identified.</p> <p><i>Motion:</i> Rustvang, seconded by Price to: APPROVE THE MINUTES OF THE JANUARY 16, 2014 MEETING AS DISTRIBUTED.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
3.1 Financial Statements	The financial statements through February 28, 2014 were reviewed. Income is at 89% and expenses at 75% of budgeted. A comparison of this year to last year income and expenses was reviewed with no major issues identified.
4.4.1 Stipulation for Settlement – Lacey Block, L13082	<p><i>Discussion:</i> A Stipulation for Settlement was received from Lacey Block, 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).</p> <p><i>Motion:</i> Rustvang, seconded by Mayer to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR LACEY BLOCK, 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> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>

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4.4.2 Stipulation for Settlement – Marlys Bachamp, R17570	<p><i>Discussion:</i> A Stipulation for Settlement was received from Marlys Bachamp, 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 (5) and NDAC 54-02-07-01.1 (5)(12).</p> <p><i>Motion:</i> C. Christianson, seconded by J. Christianson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR MARLYS BACHAMP, RN, 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> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
4.4.3 Stipulation for Settlement – Lynne Olson, R37233 & L12933 inactive	<p><i>Discussion:</i> A Stipulation for Settlement was received from Lynne Olson, 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)(8).</p> <p><i>Motion:</i> Rustvang, seconded by C. Christianson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR LYNNE OLSON, 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. <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
4.4.4 Stipulation for Settlement – Jenna Collins, LPN Applicant for License by Examination	<p><i>Discussion:</i> A Stipulation for Settlement was received from Jenna Collins, LPN Applicant, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (1).</p> <p><i>Motion:</i> C. Christianson, seconded by Rustvang to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR JENNA COLLINS, LPN APPLICANT, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ENCUMBER HER LPN LICENSE TO RUN CONCURRENT WITH CRIMINAL SENTENCE; ◆ ASSESS A \$300 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, no; Rustvang, yes; Schmalz, absent; Traynor, yes. 6 yes, 1 no, 2 absent. Motion carried.</p>
4.4.5 Stipulation for Settlement – Melanie Jacobson, L6230	<p><i>Discussion:</i> A Stipulation for Settlement was received from Melanie Jacobson, 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)(8).</p> <p><i>Motion:</i> J. Christianson, seconded by Price to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR MELANIE JACOBSON, 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> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
4.4.6 Stipulation for Settlement – Rebecca Fiss, R36876	<p><i>Discussion:</i> A Stipulation for Settlement was received from Rebecca Fiss, RN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3) and NDAC 54-02-07-01.1 (12).</p> <p><i>Motion:</i> Rustvang, seconded by J. Christianson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR REBECCA FISS, RN, 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> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>

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4.4.7 Stipulation for Settlement – Mark Price, RN Endorsement Applicant	<p><i>Discussion:</i> A Stipulation for Settlement was received from Mark Price, RN Endorsement Applicant, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (2)(4).</p> <p><i>Motion:</i> C. Christianson, seconded by J. Christianson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR MARK PRICE, RN ENDORSEMENT APPLICANT, 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> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
4.7.1 Request for Reinstatement – Marilyn Bohlman, L6546	<p><i>Discussion:</i> Marilyn Bohlman has requested reinstatement of her encumbered LPN license to full status. The board reviewed the current order and discussed the Disciplinary Review Panel recommendation for reinstatement to full status as she has completed the terms of her board order.</p> <p><i>Motion:</i> Rustvang, seconded by J. Christianson to: GRANT MARILYN BOHLMAN'S REQUEST FOR REINSTATEMENT OF HER LPN LICENSE TO UNRESTRICTED AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF STIPULATION FOR SETTLEMENT DATED MARCH 22, 2012.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
4.7.2 Request for Reinstatement – Jessica Abbott, R35372	<p><i>Discussion:</i> Traynor recused herself from this agenda item. Jessica Abbott, was present for this agenda item and requested reinstatement of her suspended RN license. Ms. Abbott signed a statement in which she acknowledged the board is authorized to hold an executive session to discuss exempt or closed records, and agreed to discuss her request for licensure during the regular board meeting, which is open to the public, and may include personal health information. The board reviewed and discussed the Disciplinary Review Panel recommendation to encumber the license for three years and discussed Ms. Abbott's progress in recovery.</p> <p><i>Motion:</i> C. Christianson, seconded by Frank to: GRANT JESSICA ABBOTT'S REQUEST FOR REINSTATEMENT OF HER RN LICENSE TO ENCUMBERED STATUS FOR THREE YEARS ACCORDING TO THE TERMS AND CONDITIONS SET OUT IN HER BOARD ORDER.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, recuse. 6 yes, 0 no, 1 recuse, 2 absent. Motion carried.</p> <p><i>Discussion:</i> Since Traynor recused herself from this agenda item and as President signs the board orders, it was requested that the board approve the signature of Kalanek on this Board Order.</p> <p><i>Motion:</i> Rustvang, seconded by J. Christianson to: ACCEPT KALANEK'S SIGNATURE ON THE BOARD ORDER FOR JESSICA ABBOTT.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
4.7.3 Request for Reinstatement – Michele Boyer, L13273	<p><i>Discussion:</i> Michele Boyer has requested reinstatement of her encumbered LPN license to full status. The board reviewed the current order and discussed the Disciplinary Review Panel recommendation for reinstatement to full status as she has completed the terms of her board order.</p> <p><i>Motion:</i> Rustvang, seconded by Price to: GRANT MICHELE BOYER'S REQUEST FOR REINSTATEMENT OF HER LPN LICENSE TO UNRESTRICTED AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF STIPULATION FOR SETTLEMENT DATED JANUARY 16, 2013.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
4.7.4 Request for Reinstatement – Rhonda Skjerva, R32764	<p><i>Discussion:</i> Julie Traynor recused herself from this agenda item. Rhonda Skjerva, has requested reinstatement of her encumbered RN license to full status. The board reviewed the current order and discussed the Disciplinary Review Panel recommendation for reinstatement to full status as she has completed the terms of her board order.</p> <p><i>Motion:</i> J. Christianson, seconded by C. Christianson to: GRANT RHONDA SKJERVA'S REQUEST FOR REINSTATEMENT OF HER RN LICENSE TO UNRESTRICTED AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF BOARD ORDER DATED MAY 17, 2012 AND THE WORKPLACE IMPAIRMENT PROGRAM AGREEMENT DATED MAY 28, 2012.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, recuse. 6 yes, 0 no, 1 recuse, 2 absent. Motion carried.</p>

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4.7.5 Request for Reinstatement – Bridget Iverson, R32982	<i>Discussion:</i> Bridget Iverson, RN has requested reinstatement of her encumbered RN license to full status. The board reviewed the current order and discussed the Disciplinary Review Panel recommendation for reinstatement to full status. Following a motion to grant reinstatement to full status, the board continued to discuss her period of encumbrance and members expressed concern regarding the reminders needed for submission of monitoring reports and her lack of nursing employment since her last termination in July 2013. The board requested that Ms. Iverson continue to be encumbered and show 500 hours of nursing practice prior to being reinstated to full licensure.
	<i>Motion:</i> Rustvang, seconded by Frank to: GRANT BRIDGET IVERSON'S REQUEST FOR REINSTATEMENT OF HER RN LICENSE TO UNRESTRICTED AND FULL LICENSURE STATUS AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF STIPULATION FOR SETTLEMENT DATED JANUARY 18, 2011 AND STIPULATION FOR SETTLEMENT DATED JANUARY 19, 2012.
	<i>Roll call vote:</i> C. Christianson, no; J. Christianson, no; Frank, no; Holth, absent; Mayer, no; Price, no; Rustvang, no; Schmalz, absent; Traynor, no. 0 yes, 7 no, 2 absent. Motion failed.
	<i>Motion:</i> C. Christianson, seconded by J. Christianson to: DENY BRIDGET IVERSON'S REQUEST FOR REINSTATEMENT OF HER RN LICENSE TO UNRESTRICTED AND FULL LICENSURE STATUS AND CONTINUE THE ENCUMBRANCE FOR ONE YEAR AND A MINIMUM OF 500 HOURS OF NURSING PRACTICE AND OTHER TERMS AS OUTLINED IN THE AMENDED BOARD ORDER.
	<i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.
4.8.1 Request for Reconsideration – Carla Renner, R27353	<i>Discussion:</i> Carla Renner was present to request the board to grant a six month extension for her to complete her refresher course and comply with the terms and conditions of her board order.
	<i>Motion:</i> Rustvang, seconded by Price to: GRANT CARLA RENNER'S REQUEST FOR RECONSIDERATION OF HER RN LICENSE AND GRANT HER A SIX MONTH EXTENSION TO COMPLETE A REFRESHER COURSE.
	<i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, no; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 6 yes, 1 no, 2 absent. Motion carried.
4.10.1 Star Tribune Article – December 8, 2013. 4.10.2 Star Tribune Article – January 15, 2014	Brian Bergeson, SAAG, was present to discuss articles published by the Star Tribune in Minneapolis MN regarding nurses with past histories of drug/alcohol abuse and continuing to work. MN is addressing the issue through law changes allowing for emergency suspensions and authority that the ND Board of Nursing currently has in place in the rules. The Disciplinary Review Panel has discussed the issues addressed in the articles and recognizes the right of the nurse to practice vs public safety. Bergeson indicated that the Panel usually tries to work with the nurse for agreed upon discipline.
4.11.1 Carla Renner, R27353	NOTICE OF CONTINUED SUSPENSION issued to Carla Renner, RN, Beulah, ND on February 3, 2014 for failure to complete a board approved refresher course within one year from date of Board Order dated January 16, 2013. Respondent's license is SUSPENDED on a continued basis under the terms and conditions of the Notice of Suspension dated May 6, 2008.
4.11.2 James Green, R39709	NOTICE OF EMERGENCY SUSPENSION issued to James Green, RN, Kirkland, WA on February 5, 2014. Respondent's license is SUSPENDED for five years or until retracted, modified or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board.
4.11.3 Amy Sornsins, R31414	NOTICE OF EMERGENCY SUSPENSION issued to Amy Sornsins, RN, Bismarck, ND on February 21, 2014. Respondent's license is SUSPENDED for five years or until retracted, modified or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board.
4.11.4 Jeanne Paul, L11330	NOTICE OF EMERGENCY SUSPENSION issued to Jeanne Paul, LPN, Fargo, ND on February 27, 2014. Respondent's license is SUSPENDED for five years or until retracted, modified or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board.
4.11.5 Renee Chesley, L8339	NOTICE OF CONTINUED INACTIVATION issued to Renee Chesley, LPN, on February 7, 2014 for failure to complete a board approved refresher course within one year from date of Board order dated November 15, 2012. Respondent's license is INACTIVE Encumbered on a continued basis under the terms and conditions of the Order for Reinstatement of Licensed dated March 18, 1999.
5.1-1 Dakota Nursing Practical Nursing Program Onsite Survey (NEC)	<i>Discussion:</i> Traynor recused from the next two agenda items. Kalanek & Pfenning performed on on-site survey from February 10 th through 27 th for the four sites at Lake Region State College, Williston State College, Dakota College in Bottineau and Bismarck State College. Jane Hoerner also assisted with a portion of the site visit. The Nursing Education Committee reviewed the report in detail. Multiple interviews were done at satellite sites using video conferencing. The PN Program survey report was reviewed with no issues of non-compliance identified. One issue of "partial compliance" was identified for NDAC 54-03.2-02-05 Nursing Program Evaluation.
	<i>Motion from Nursing Education Committee:</i> THE NURSING EDUCATION COMMITTEE RECOMMENDS THAT THE BOARD: 1. FIND DAKOTA NURSING PROGRAM PRACTICAL NURSING (PN) DEGREE IN SUBSTANTIAL COMPLIANCE WITH ND ADMINISTRATIVE CODE 54-03.2: AND 2. GRANT FULL APPROVAL OF THE PRACTICAL NURSING PROGRAM UNTIL MARCH 2019.
	<i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, recuse. 6 yes, 0 no, 1 recuse, 2 absent. Motion carried.

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5.1-2 Dakota Nursing Associate Degree Nurse Program Onsite Survey (NEC)	<p><i>Discussion:</i> The Dakota Nursing Program ADN Program was surveyed from February 10th through 27th for the four sites at Lake Region State College, Williston State College, Dakota College in Bottineau and Bismarck State College. Jane Hoerner MSN, RN also assisted with a portion of the site visit. The Nursing Education Committee reviewed the report in detail. Multiple interviews were done at satellite sites using video conferencing. The Nursing Education Committee reviewed the report in full. There were no issues of non-compliance with NDAC. There were two issues of partial compliance identified for NDAC 54-03.2-02-05 Nursing Program Evaluation and NDAC 54-03.2-004-03 Practical or associate degree nurse program faculty qualifications. Surveyors noted throughout the survey there was a common theme of strong program leadership. Traynor explained the process for meeting the requirements of a program evaluation and indicated that there are currently five faculty in the faculty development program, which has been very helpful in mentoring and retaining faculty.</p> <p><i>Motion from Nursing Education Committee:</i> THE NURSING EDUCATION COMMITTEE RECOMMENDS THAT THE BOARD:</p> <ol style="list-style-type: none"> 1. FIND DAKOTA NURSING PROGRAM ASSOCIATE DEGREE NURSING IN SUBSTANTIAL COMPLIANCE WITH ND ADMINISTRATIVE CODE 54-03.2: AND 2. GRANT FULL APPROVAL OF THE ASSOCIATE DEGREE NURSING PROGRAM UNTIL MARCH 2019. <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, recuse. 6 yes, 0 no, 1 recuse, 2 absent. Motion carried.</p>
5.2.1 Turtle Mountain Community College AASPN program update	At the May 2013 meeting the board required a compliance report to be submitted by Turtle Mountain Community College by December 2013. The report has not been received and the program is aware of the required report. Staff will be performing an on-site focused survey in April regarding the issues for the program. A pre-survey report is due the end of the week.
5.3 ND STAR Center for Healthcare Education – Malheim & Stauffenecker @ 11:15 a.m.	Amy Malheim, Outreach Coordinator and Cheryl Stauffenecker gave a presentation on the ND STAR for HealthCare Education which is a mobile simulation unit for teaching needs throughout North Dakota for the four major hospitals along with critical access hospitals and ambulance services. SIM-ND has four mobile simulation units for use for training. The training program has had 800 learners and has been delivered to 21 of the 36 sites.
5.4-1 ANCC Policy Change – Approval of CE for Recertification Courses (NEC)	<p><i>Discussion:</i> The Nursing Education Committee discussed an issue that has arisen in the past couple of months with certification renewal courses and continuing education. American Nurses Credentialing Center (ANCC) announced in 2011 that they would no longer award CE for renewal courses for Certification for courses such as PALS and ACLS. In May 2011 the board agreed to follow ANCC requirements and not accept the renewal courses for certification. The board office has been made aware that ANCC has recently reversed that decision and is now awarding CE for renewal courses. The Nursing Education Committee reviewed and discussed the issue and felt that there is not enough new content in a recertification course to meet the requirement of the CE policy. The Continuing Education renewal policy states: Unacceptable subject matter or course contents that DO NOT MEET the CE requirement in ND includes Advanced Skills Renewal Courses (ACLS, PALS, NALS, etc).</p> <p><i>Motion from the Nursing Education Committee to:</i> NURSING EDUCATION COMMITTEE RECOMMENDS THAT THE NORTH DAKOTA BOARD OF NURSING REAFFIRM THE POLICY (BOARD MANUAL, SECTION 11, CONTINUING EDUCATION): CONTINUING EDUCATION RENEWAL REQUIREMENTS RN OR LPN LICENSE AND NOT ACCEPT RENEWAL OF CERTIFICATIONS AS CE FOR LICENSE RENEWAL.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
5.4-2 Continuing Education Audit Information	The board reviewed a preliminary table of the CE Audit for 2013-2014. A total of 192 renewal applicants were audited. Two individuals have not responded to the audit as of yet. A number of individuals did not meet the requirements and were assessed penalty fees and completed contact hours in 2014. A final report on the audit will be provided to the board in May.
5.5-1 Letter to MaSU – RN to BSN Program	The board reviewed a letter of support to Mayville State University for their proposed RN to BSN program. Since the program is a post licensure program it is not under the jurisdiction or regulation of the board however board staff has provided feedback to the program in the development of the curriculum. University of Jamestown and Minot State University also have post licensure programs.
5.5-2 Distance Education Refresher Course Approval	At the January meeting, the board directed the Nursing Education Committee to review the number of clinical hours required for a refresher course and research other states requirements. Pfenning indicated that of the states that have guidelines and requirements, 111.4 is the average for clinical hours and 85.8 for theory. The Nursing Education Committee has discussed the issue and has requested further information and will be making a recommendation to the board at their May meeting.
6.1 Flowcharts for License by Endorsement & License by Exam	The board reviewed flowcharts prepared by the Nurse Licensure Compact Operations Group. Board members suggested links to these flow charts be added to the NCLEX Power Point.
6.2-1 Request for application for Surgical Technician – Gerardo Javier	<p><i>Discussion:</i> Gerardo Javier is an applicant in Minot waiting to have his physician license approved. In the meantime he is applying for surgical technician to assist in the OR until his medical license is issued. He has completed the Surgical Technician certification but the certification exam he completed does not have a national certification. Also, three letters of support were provided by Trinity Health.</p> <p><i>Motion:</i> C. Christianson, seconded by J. Christianson to: APPROVE THE APPLICATION FOR SURGICAL TECHNICIAN FOR GERARDO JAVIER.</p>

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7.1-1 NDBCL Regarding Delegation Laboratory Tests	<p><i>Discussion:</i> Hill & Kalanek attended a meeting with of the ND Board of Clinical Laboratory regarding a concern of some healthcare facilities in ND allowing medication assistants to perform the whole blood glucose test. They are being trained and supervised by nurses rather than licensed clinical laboratory professionals. Nurses are exempt and can perform whole blood glucose testing, however the nurse cannot train and delegate that responsibility to an unlicensed assistive person. The training and delegation must be done by a licensed clinical laboratory professional. The board discussed a joint letter be distributed throughout the state through the organizations, Dakota Nurse Connection and ND Department of Health.</p> <p><i>Motion:</i> Rustvang, seconded by Price to: DIRECT STAFF TO REMIND NURSES THAT ACCORDING TO NDCC CLINICAL LABORATORY PERSONNEL 43-48-03 EXEMPTIONS-2. NURSES DULY AND CURRENTLY LICENSED TO PRACTICE NURSING AND PRACTICING WITHIN THE SCOPE OF NURSING LICENSE MEANS THAT NURSES MAY PERFORM CERTAIN LABORATORY TESTS BUT NURSES CANNOT DELEGATE LABORATORY TESTS TO UAPS.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
7.3-5 Solving a Legal Dilemma: Arguments for Nurse Licensure Compact	The board reviewed the article "Solving a Legal Dilemma: Arguments for the Nurse Licensure Compact" in support of the compact.
7.4-1 Administrative Rule Promulgation – AG's Approval Letter	The board reviewed a letter from the Office of the Attorney General indicating the rule revisions have been approved as to their legality.
7.4-1 a Administrative Rules Committee & ARC Agenda	The board reviewed the meeting notice of the ND Administrative Rules Committee that met on March 11, 2014. The committee had one question regarding the administrative rules revisions related to the term "unintentional". The rules were approved and will take effect April 1, 2014. The board also reviewed a table of the ND Board of Nursing Proposed Amendments.
7.4-1 b Guidelines for Violations proposed changes.	<p><i>Discussion:</i> With the change in administrative rules, practice without a license is non-disciplinary action and the fees associated with unauthorized practice will be revised. The board reviewed the proposed revisions to the fines and penalty requirements, which during the first month of unauthorized practice would be double the licensure/registration renewal fee, an administrative fee of \$200 for RN/LPN and \$100 for UAP, and completion of all licensure requirements. After the first month of unauthorized practice, the penalties are double the licensure/registration renewal fee, an administrative fee of \$500 for RN/LPN and \$200 for UAP; submit to Criminal History Record Check; completion of ND Nurse Practices Act Course and completion of all other licensure requirements.</p> <p><i>Motion:</i> Price, seconded by C. Christianson to: ADOPT THE PROPOSED REVISIONS TO THE GUIDELINES FOR VIOLATIONS/RECOMMENDATIONED DISCIPLINARY ACTION BASED ON REVISIONS TO TITLE 54 NDAC.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
7.4-1 c Highlights of NDBON Rule Changes and Updates	The Board reviewed a document outlining the highlights of the rule changes that will be posted on the website and in the Dakota Nurse Connection.
7.4-1d Unauthorized Practice Policy - draft	<p><i>Discussion:</i> The board reviewed a new policy to address unauthorized practice. Board members expressed concern about the term "unauthorized" practice and whether nurses would know what that means. It was recommended to change the title of the document to "Practice without a License/Registration".</p> <p><i>Motion:</i> Price, seconded by J. Christianson to: ADOPT THE NEW POLICY FOR PRACTICE WITHOUT A CURRENT LICENSE/REGISTRATION.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
7.4-2 Legislative Bills Affecting State Agencies	No report
7.4-3 Legislative Committees	No report
7.4-4 Communication with Senators and Representatives	No report
9.0 Program Monitoring Committee	No report – will schedule a meeting.
9.1 Nursing Education Committee –	The committee met March 17 th @ 1:00 p.m. and highlights of the meeting were reviewed.
9.2 Finance Committee	Will meet in April 16 th @ 3:00 p.m.
9.3 Executive Committee	No report
9.4 Nursing Practice Committee	April 30, 2014
9.5 Technology Committee	March 5 th @ 3:30 p.m.
9.6-1 Board Representative-Prescription Drug Monitoring Program Committee	April 17 or 24 th

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9.6-2 North Dakota Center for Nursing	No report
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AGENDA	ACTION
10.1 Personnel Policies – revised	<p><i>Discussion:</i> Staff have updated the Personnel Policies to be congruent with the Office of Management and Budget Human Resource Policy. The board reviewed the proposed revisions related to updating terminology for Health insurance, retirement and workers comp plans, family sick leave, funeral leave and adding a policy for staff expense attendance at conferences.</p> <p><i>Motion:</i> Price, seconded by Rustvang to: ACCEPT THE PROPOSED REVISIONS TO THE PERSONNEL POLICIES TO BE CONGRUENT WITH STATE OMB HUMAN RESOURCE POLICY MANUAL AND THE BOARD STAFF DEVELOPMENT AND EXPENSE FUND POLICY.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
10.2 Golden Certificates for 50 years of nursing licensure	Recognition was given to nurses who were licensed for 50 years by the board and certificates have been sent to the nurses. The list will also be published in the Dakota Nurse Connection.
11.1-1 100 th Anniversary Committee Members – Board & Staff	<p><i>Discussion:</i> The ND Center for Nursing is working on the 100th Anniversary Celebration of the ND Board of Nursing in 2015 and requests board and staff representation on a planning committee. The board discussed current suggestions for celebrations and time frames.</p> <p><i>Motion:</i> Price, seconded by C. Christianson to: APPOINT THE FOLLOWING INDIVIDUALS TO THE 100th ANNIVERSARY COMMITTEE: J. Christianson, C. Christianson, Rustvang & Traynor</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Frank, yes; Holth, absent; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, absent; Traynor, yes. 7 yes, 0 no, 2 absent. Motion carried.</p>
11.1-2 Election of Office and Appts to Committees	The board will elect officer's at their May meeting since current president Traynor's term expires on June 30 th . Committee appointments will also be done at that time.
11.2 Dakota Nurse Connection	Submitted for spring edition
11.3 Board Meeting Evaluation	Completed utilizing Survey Monkey

CONSENT AGENDA:

8.1 NCSBN
8.1-1 Policy Call Environment Scan final
8.2 Office Management
8.3 Nursing Practice
8.3-1 Summary of practice calls
8.3-2 Prescriptive Authority Applications
8.4 Legal Counsel
8.5 Unlicensed Assistive Person/Medication Assistant
8.5-1 Testing Summary Report
8.5-2 NNAAP Testing
8.6 Licensure
8.6-1 APRN Certification Results
8.6-2 NCLEX-RN
8.6-3 NCLEX-PN
8.7 Discipline
8.7-1 Discipline Statistics/Case Activity Report
8.7-2 NLC Case Log
8.7-3 Case Log MN Board Recognition Law
8.8 Academic and Continuing Education
8.8-1 Ratification of approval of continuing education for contact hours
8.8-2 Distance education students
8.8-3 Education Dialogue

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8.9-4 Faculty Development program report

UPCOMING MEETINGS & REPORT OF MEETINGS ATTENDED:

12.1 National Council of State Boards of Nursing Annual Meeting, August 13-15, 2014 – Chicago, IL.
12.2 NCSBN Monthly Meetings by teleconference calls and onsite:
12.2-1 Policy Call - January 16
12.2-2 Education Knowledge Network February 5; April 3
12.2-3 Discipline Knowledge Network – December 19; February 20
12.2-4 EO Knowledge Network – February 24
12.2-5 NLCA Meeting – February 5-6; March 9; August 12 – Kalanek reviewed highlights of the March 9 Nurse Licensure Compact meeting. Reviewed reasons and inconsistency with other state licensure requirements that prevent states from joining the compact.
12.2-6 Mid-Year Meeting, March 10-12, 2014.
12.2-7 NCSBN Executive Officers Leadership Seminar – June 24-25.
12.2-8 Operations & IT Conference – May 13-14, 2014
12.2-9 NCLEX Conference –
12.2-10 APRN Knowledge Network – January 23; March 20
12.2-11 NCSBN Long Term Care Conference
12.2-12 Practice Knowledge Network – March 6
12.2-13 EO Forum – March 24-25, 2014
12.2-14 TERCAP
12.2-15 APRN State of Consensus Conference - April 23-24
12.2-16 Discipline Case Management Conference – June 4-6
12.2-17 Scientific Symposium – April 10
12.3 North Dakota Organization of Nurse Executives
12.4 North Dakota Nurses Association -
12.5 North Dakota Rural & Public Health Conference – June 18-20; 2014 Alerus Center, GF
12.6 North Dakota Hospital Association Annual Convention and Trade Show
12.7 North Dakota LTCA Professional Development Conference, December 11-13.
12.8 North Dakota State Health Council – November 12
12.9 ND Health Care Reform Review Committee – January 15, 2014
12.10 ND Department of Human Services – ALC – December 9, 2013
12.11 ND Board of Clinical Laboratory Practice – January 14; rescheduled for January 21
12.12 Reducing Pharmaceutical Narcotics in our Community – October 23; December 3; January 22; February 25
12.13 Medication administration in Schools – March 4, 2014; April 1 – Exemption from NPA for distribution of medication – school board association is working on implementation of the required training program. MSCTC has developed a program that is being used throughout the state.
12.14 Health Services Committee – January 8, 2014
12.15 ND Pilot Community Paramedic Stakeholder Meeting – March 19 &/or April 16

Staff Presentations:

- 13.1 Federation of Associations of Regulatory Board Forum – January 24-26, 2014.
- 13.2 ND Public Health DON meeting – Medication Administration in Schools – March 4, 2014
- 13.3 ND School Nurses Associations – Medication Administration in Schools – April 1, 2014

The meeting recessed from 12:00 p.m. for lunch and reconvened at 1:00 p.m.

The meeting adjourned at 2:20 p.m. on March 18th, 2014.

Constance B. Kalanek, RN, PhD, FRE
Executive Director - Draft 3/19/2014