

North Dakota Board of Nursing Meeting Minutes – January 15, 2015

Call to Order:	January 15, 2015 at 8:30 a.m. – NDBON Board Conference Room – 919 S 7 th Street, Suite 504, Bismarck ND																
Roll Call:	<p>Nine members present as follows:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Daniel Rustvang, RN, President</td> <td style="width: 50%;">Paula Schmalz, APRN</td> </tr> <tr> <td>Jane Christianson, RN, Vice President</td> <td>Bonny Mayer, LPN</td> </tr> <tr> <td>Clara Sue Price, Public Member</td> <td>Janelle Holth, RN</td> </tr> <tr> <td>Char Christianson, RN</td> <td>Melissa Hanson, RN</td> </tr> <tr> <td>Diane Gravely, LPN</td> <td></td> </tr> </table> <p>Staff Present:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Constance Kalanek, RN, Executive Director</td> <td style="width: 50%;">Patricia Hill, RN, Assistant Director for Practice & Discipline</td> </tr> <tr> <td>Karla Bitz, RN, Associate Director</td> <td>Julie Schwan, Administrative Services Coordinator</td> </tr> <tr> <td>Stacey Pfenning, RN, Associate Director for Education & APRN Practice</td> <td></td> </tr> </table> <p>Other individuals were present as indicated on the Board Meeting Attendance Roster. The board meeting was web streamed with students throughout the state watching the meeting.</p>	Daniel Rustvang, RN, President	Paula Schmalz, APRN	Jane Christianson, RN, Vice President	Bonny Mayer, LPN	Clara Sue Price, Public Member	Janelle Holth, RN	Char Christianson, RN	Melissa Hanson, RN	Diane Gravely, LPN		Constance Kalanek, RN, Executive Director	Patricia Hill, RN, Assistant Director for Practice & Discipline	Karla Bitz, RN, Associate Director	Julie Schwan, Administrative Services Coordinator	Stacey Pfenning, RN, Associate Director for Education & APRN Practice	
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1.1 Consent Agenda	<p><i>Discussion:</i> The board reviewed the consent agenda. No items were identified for discussion.</p> <p><i>Motion:</i> Holth, seconded by J. Christianson to: ADOPT THE CONSENT AGENDA AS PRESENTED.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>																
1.2 Agenda	<p><i>Discussion:</i> The agenda was reviewed. No changes were identified.</p> <p><i>Motion:</i> Gravely, seconded by Hanson to: APPROVE AGENDA AS DISTRIBUTED.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>																
1.3 Public Forum 11:00 a.m.	No one was present to address the board during the public forum.																
2.1 November 20, 2014 Meeting Minutes & Public Notice	<p><i>Discussion:</i> The minutes of the November 20, 2014 meeting were reviewed. No corrections were identified.</p> <p><i>Motion:</i> C. Christianson, seconded by Mayer to: APPROVE THE MINUTES OF THE NOVEMBER 20, 2014 MEETING AS DISTRIBUTED.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>																
2.3 March Board Meeting Date	<p><i>Discussion:</i> The board discussed that the NCSBN Midyear Meeting coincides with the currently scheduled March board meeting of March 19th. The board discussed moving the meeting to the last Thursday in March to allow staff travel and meeting preparation time.</p> <p><i>Motion:</i> Schmalz, seconded by Hanson to: CHANGE THE MARCH BOARD MEETING DATE FROM MARCH 19, 2015 TO MARCH 26, 2015.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>																
3.1 Financial Statements	The financial statements through December 31, 2014 were reviewed. Income is at 80% and expenses at 57% of budgeted. A comparison of this year to last year income and expenses was reviewed with no major issues identified. Price reviewed one-time expense categories with the board.																
3.2 Strategic Plan Report Update – July 1- December 31, 2014	<p><i>Discussion:</i> Staff reviewed the current progress of the 2014-2015 Strategic Plan Report with the board. One date correction was identified.</p> <p><i>Motion:</i> J. Christianson, seconded by Holth to: ACCEPT THE JULY 1, 2014 TO DECEMBER 31, 2014 STRATEGIC PLAN PROGRESS REPORT.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>																

North Dakota Board of Nursing Meeting Minutes – January 15, 2015

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3.3 Licensure Renewal Fees	It was noted by a Special Practice Registered Nurse licensee (SPRN) that the Advanced Practice Registered Nurse (APRN) renewal fee is \$10 lower than the SPRN renewal fee. The board by consensus agreed to refer the issue to the finance committee for discussion at their annual meeting.																								
3.4 CHRC fee Decrease for Fingerprints – FBI/BCI	The board has been notified that the FBI is changing their fee effective February 1, 2015. The fee will be reduced from \$44.50 to \$42.75 effective February 1, 2015. BCI will no longer accept the current fees after Tuesday January 27, 2015.																								
4.1 Surrender	<p><i>Discussion:</i> Five individuals have signed and submitted surrenders, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the surrenders.</p> <p><i>Motion:</i> J. Christianson, seconded by Gravely to:</p> <p>ACCEPT THE TERMS OF THE PROPOSED SURRENDERS AS A FINAL ORDER OF THE BOARD FOR THE FOLLOWING INDIVIDUALS:</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;">Penalty Fee</th> </tr> </thead> <tbody> <tr> <td>Beckler, April</td> <td>R34703 & L12481</td> <td>Minot, ND</td> <td>\$200</td> </tr> <tr> <td>Kochel, Kimberly</td> <td>R34515 & L12480</td> <td>Minot, ND</td> <td>\$200</td> </tr> <tr> <td>Schanilec, Samantha</td> <td>R40153</td> <td>Forest River, ND</td> <td>\$200</td> </tr> <tr> <td>Volrath, Amanda</td> <td>R37526</td> <td>E Grand Forks, MN</td> <td>\$200</td> </tr> <tr> <td>Willis, Audra</td> <td>R37611</td> <td>Mandan, ND</td> <td>\$200</td> </tr> </tbody> </table> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>	NAME	Lic/Reg #	City, State	Penalty Fee	Beckler, April	R34703 & L12481	Minot, ND	\$200	Kochel, Kimberly	R34515 & L12480	Minot, ND	\$200	Schanilec, Samantha	R40153	Forest River, ND	\$200	Volrath, Amanda	R37526	E Grand Forks, MN	\$200	Willis, Audra	R37611	Mandan, ND	\$200
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4.2.1 Stipulation for Settlement – Kimberly Doyle, L14079	<p><i>Discussion:</i> A Stipulation for Settlement was received from Kimberly Doyle, 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).</p> <p><i>Motion:</i> Holth, seconded by Hanson to:</p> <p>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR KIMBERLY DOYLE, 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; Gravely, recuse; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>																								
4.2.2 Stipulation for Settlement – Shannon Dunn, L14259	<p><i>Discussion:</i> A Stipulation for Settlement was received from Shannon Dunn, 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).</p> <p><i>Motion:</i> Price, seconded by Hanson to:</p> <p>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR SHANNON DUNN, 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; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>																								
4.2.3 Stipulation for Settlement – Teresa Neuroth, RN Applicant for License by Endorsement	<p><i>Discussion:</i> A Stipulation for Settlement was received from Theresa Neuroth, 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). The board reviewed a statement she added on the Stipulation for Settlement indicating she had misinterpreted the question.</p> <p><i>Motion:</i> J. Christianson, seconded by Hanson to:</p> <p>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR TERESA NEUROTH, RN 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; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>																								

North Dakota Board of Nursing Meeting Minutes – January 15, 2015

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4.2.4 Stipulation for Settlement – Ryan McArthur, R28174 RN & APRN	<p><i>Discussion:</i> A Stipulation for Settlement was received from Ryan McArthur, 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 (1)(3)(5)(6) & NDAC 54-02-07-01.1 (6)(8)(9) if proven to be true. The APRN license would be suspended for three years; however, the duration of the suspension and encumbrance will be reviewed when the criminal charges are resolved.</p> <p><i>Motion:</i> Holth, seconded by Price to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR RYAN MCARTHUR, RN & APRN AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ SUSPEND THE APRN LICENSE AND ENCUMBER THE RN LICENSE FOR THREE YEARS OR UNTIL CRIMINAL CHARGES ARE RESOLVED; ◆ ASSESS A \$1200 PENALTY FEE; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
4.5.1 Request for Reinstatement – Nicole Heitkamp L13344 (9:00 a.m.)	<p><i>Discussion:</i> Nicole Heitkamp, LPN was present for this agenda item to request reinstatement of her suspended LPN license. Ms. Heitkamp 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 the current order and discussed the Disciplinary Review Panel recommendation for reinstatement to encumbered status for two years.</p> <p><i>Motion:</i> C. Christianson, seconded by Price to: GRANT NICOLE HEITKAMP'S REQUEST FOR REINSTATEMENT OF HER SUSPENDED LPN LICENSE TO ENCUMBERED STATUS FOR TWO YEARS WITH THE TERMS AND CONDITIONS OF THE ENCUMBRANCE AS ESTABLISHED BY THE BOARD AND AS SET OUT IN THE BOARD ORDER.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
4.9.1 Chadwick Fox, LPN PTP under Tennessee RN license #76771	CEASE AND DESIST ORDER issued to Chadwick Fox, LPN, privilege to practice under TN compact license on December 11, 2014. Potential Violation report received from Trinity Health in Minot, ND. Allegations of falsification of patient records. .
4.9.2 Christine Kuhn, R32517 & L11033	NOTICE OF EMERGENCY SUSPENSION issued to Christine Kuhn, Mandan, ND on January 9, 2015. Respondent's license is SUSPENDED for 5 years or until retracted, modified or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board.
4.11 TERCAP Report	The board reviewed the 2015 TERCAP report issued by NCSBN. NCSBN founded TERCAP (Taxonomy of Error, Root Cause Analysis and Practice-Responsibility), a national nursing adverse event reporting system as a tool to investigate the causes of nursing practice errors. The TERCAP on-line instrument was developed by the NCSBN TERCAP Committee in 2007. The official data collection started in 2008. Since 2008, 25 State Boards of Nursing have contributed over 3,000 cases to TERCAP. Initial studies have shown that that among disciplined nurses, those who had a negative job history were at a much higher risk for committing additional errors in practice compared to those who did not have a negative job history.
5.1-1 Concordia College Nursing Program – Interim Paper Survey	<p><i>Discussion:</i> Polly Kloster, PhD, RN, FCN, Chair & Associate Professor of Concordia College was present for this agenda item. Concordia College is approved by the MN Board of Nursing as it is located in Moorhead, MN, but also seeks full approval from the ND Board of Nursing for the purpose of use of ND clinical sites. Pfenning & Kalanek reviewed the paper survey report and reviewed the findings with the board. There were no issues of non-compliance identified. There were two issues of partial compliance noted for the following administrative rules: 1) 54-03.2-02-03. Nursing education program organizational design and 2) 54-03.2-04-02 Faculty policies. Dr. Kloster indicated that the issues of partial compliance are currently being addressed to be in full compliance.</p> <p><i>Motion by:</i> Hanson, seconded by Gravely to: THE BOARD:</p> <ol style="list-style-type: none"> 1. FIND CONCORDIA COLLEGE BACHELOR OF ARTS WITH NURSING MAJOR (BAN) PROGRAM IN SUBSTANTIAL COMPLIANCE WITH ND ADMINISTRATIVE CODE 54-03.2; AND 2. GRANT FULL APPROVAL OF THE BACHELOR OF ARTS WITH NURSING MAJOR (BAN) PROGRAM UNTIL JANUARY 2020. 3. REQUIRE A COMPLIANCE REPORT ADDRESSING 54-03.2-02-03. <u>NURSING EDUCATION PROGRAM ORGANIZATIONAL DESIGN AND 54-03.2-04-02. <u>FACULTY POLICIES</u> TO ACCOMPANY THE FY 2014-2015 NDBON NURSING EDUCATION ANNUAL REPORT VERIFYING: 1) THE INCLUSION OF ORGANIZATIONAL DESIGN AND CHAIN OF COMMAND FOR STUDENT GRIEVANCE IN THE NURSING STUDENT HANDBOOK; AND 2) INCORPORATION OF NURSING FACULTY EDUCATIONAL AND EXPERIENTIAL QUALIFICATIONS WITHIN JOB DESCRIPTIONS.</u> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>

North Dakota Board of Nursing Meeting Minutes – January 15, 2015

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5.2-1 Mount Marty Letter of Concern	The board issued a letter of concern to Mount Marty College for placement of a graduate Family Nurse Practitioner student in a North Dakota clinical agency without proper notification of and recognition by the ND Board of Nursing in Fall 2014. Pfenning indicated the program has submitted the required documentation and fees and is now recognized by the ND Board of Nursing for out of state student clinical placements for Fall 2014 through Summer 2015.												
6.2 Ratification of Practice Hours	<p><i>Discussion:</i> Laurel Hedland, R24886 has submitted a practice journal for care of her ill husband in order to receive practice hours for that care. Although a nurse is exempt from needing a license to care for a family member, the board allows licensed nurses who are not able to work because they are caring for ill family members to use a portion of that care as practice hours if they document the required nursing plans and submit them to the board for review. It was determined that Ms. Hedland qualified for 230 practice hours for 2013 and 103 practice hours for 2014.</p> <p><i>Motion:</i> Price, seconded by C. Christianson to:</p> <p style="text-align: center;">RATIFY NURSING PRACTICE HOURS FOR THE FOLLOWING:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">NAME</th> <th style="text-align: center;">LICENSE #</th> <th style="text-align: center;">2014 HOURS</th> <th style="text-align: center;">2013 HOURS</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">HEDLAND, LAUREL</td> <td style="text-align: center;">R24886</td> <td style="text-align: center;">103</td> <td style="text-align: center;">230</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>	NAME	LICENSE #	2014 HOURS	2013 HOURS	HEDLAND, LAUREL	R24886	103	230				
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HEDLAND, LAUREL	R24886	103	230										
7.1-1 Collaboration with Developmental Disability Division of the NDDoHS	<p><i>Discussion:</i> The Board reviewed a document developed by the ND Dept of Human Services Development Disabilities (DD) Division and Medical Services in collaboration with staff (Kalanek & Hill) of the Board of Nursing that summarizes meetings between the groups related to delegation. The document addresses Nurse Delegation in DD facilities. Direct Support Personnel employed by DD licensed provider are exempt from the Nurse Practices Act and a number of nurses are concerned about tasks that may be safely delegated to a non licensed or registered individual.</p> <p><i>Motion:</i> J. Christianson, seconded by Gravely to:</p> <p style="text-align: center;">ACCEPT THE REPORT ON DELEGATION PREPARED WITH THE NDDOHS AND NDBON.</p> <p><i>Roll call vote:</i> C. Christianson, yes; J. Christianson, yes; Gravely, yes; Hanson, yes; Holth, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>												
7.1-2 Report from ND Center for Nursing – Patricia Moulton – 11:30	Dr. Patricia Moulton, Executive Director for the ND Center for Nursing was present to review the Mid-point Strategic Plan Summary with the Board. The ND Center for Nursing is half way through implementation of a three year strategic plan for 2013-2016. Each project was reviewed along with the current status, key outcomes and next steps.												
7.2-1 Gaining Independent Prescriptive Practice	The board reviewed an article published by Billie Jo Madler, DNP, Constance Kalanek, PhD and Cheryl Rising, MSN titled "Gaining Independent Prescriptive Practice: One State's Experience in Adoption of the APRN Consensus Model". The publication details the steps taken in ND for gaining independent practice for APRNs and for other states to use as a model.												
7.3-1 Nurse Licensure Compact Evaluation	The board reviewed results of a Nurse Licensure Compact (NLC) Evaluation. The purpose of the NLC surveys was to collect and evaluate data on the Nurse Licensure Compact (NLC) from nurses, Boards of Nursing, and nurse employers.												
7.4-1 Administrative Rules Promulgation	None												
7.4-2 Legislative Bills Affecting State Agencies	None												
7.4-2.1 Correspondence Related to Radiology Technologists Licensure	The board reviewed a proposal for ND Medical Imaging and Radiation Therapy Professional Licensure. Radiology Technicians are attempting to establish a regulatory board for medical imaging and radiation therapy professionals, or seek legislative changes to the NDCC that would allow non-licensed personnel to record orders in the hospital and clinic records. The board took no action as they are not aware of any legislative proposals regarding this issue.												
7.4-2.2 Tobacco Policy Brief	The board reviewed a Tobacco Tax Policy Brief from the ND Center for Nursing.												
7.4-3 Legislative Committees	Board members discussed the issue of the ND Center for Nursing and the ND Board of Nursing being considered the same entity because the ND Center of Nursing receives funding from the ND Board of Nursing. The ND Center for Nursing testified in opposition to a bill that the board has supported, and board members discussed concern that legislators are aware that the ND Board of Nursing and ND Center for Nursing are not the same organization.												
7.4-4 Communication with Senators & Representatives	None												
7.4-5 2015 Legislative Deadlines	The board discussed the time line for bill introductions and crossover.												
7.4-5.1 Board of Nursing at the Legislature	Board members spent the morning of January 14 th at the legislative session meeting with their Representative and Senators.												
7.4-5.2 Governor's Proclamation – January 14	The Governor has signed a proclamation commemorating the 100 th Anniversary of the ND Board of Nursing in 2015 declaring February 2015 Board of Nursing Month.												
7.4-5-3 ND Center for Nursing Day at the Legislature – March 11, 2015	The ND Center for Nursing is sponsoring a day at the legislature on March 11, 2015. The board had planned to do a separate day at the legislature but by consensus agree to host a table on March 11 th on Nurse's Day at the Legislature. Ideas for table displays were discussed.												

North Dakota Board of Nursing Meeting Minutes – January 15, 2015

AGENDA	ACTION
7.4-6 Legislative Monitor Report – January 15 @ 1:15 p.m.	Cory Fong, legislative monitor for the ND Board of Nursing was present to review a tracking tool and bills that are currently being tracked and monitored that would be of interest to the board. The board reviewed each bill and the status. The board agreed they liked the tool used for the purposes of tracking. This tool will be posted under the board member only portion of the website for board members to review throughout the session. As revisions are made to the tool, the revised document will be added to the site.
9.1 Program Monitoring Committee	No meeting
9.2 Nursing Education Committee	March 18, 2015 changed to March 25, 2015
9.3 Finance Committee	Meeting in April or May 2015
9.4 Executive Committee	The Executive Committee met on December 4, 2014 to review applications for the Executive Director position and select candidates to interview. Four candidates were selected and interviews conducted on January 14, 2015.
9.5 Nursing Practice Committee	The Nursing Practice Committee met on December 4, 2014. Committee Chair Char Christianson reviewed the minutes of the meeting. Board staff were directed to update the "Framework for Levels of Nursing Care Providers" document and to bring back to the committee. The committee also agreed to establish a subcommittee of the NPC to research and review questions related to dialysis technicians and bring back to NPC.
9.6 Technology Committee	March 4 at 3:00 PM
9.7-1 Prescription Drug Monitoring Program Committee (Bd Representative)	The Prescription Drug Monitoring Program (PDMP) committee will meet on February 19 th . It was questioned whether the board staff should testify in support of HB 1149 relating to adoption of administrative rules governing use of the PDMP. The board by consensus agreed board staff should testify in support of the bill. The board reviewed a map of states that require prescribers/and or dispenses to access PDMP information in certain circumstances, and a map of states that require all licensed prescribers and/or dispensers to register with PDMP database. Also reviewed was a list of questions related to PDMP. All states except Missouri and District of Columbia have an operational PDMP.
10.1 Renewal Numbers	The board reviewed a table of licensees since 1999. There are currently 13,183 RNs & 3,543 LPNs. There were a total of 1187 non renewals which includes those who retire, chose not to renew due to other reasons such as moves, etc, and those who have transitioned from LPN to RN licenses. There were 5,632 RNs, 1,449 LPNs, and 482 APRN/SPRNs that renewed for 2015-2016 for a total of 7,563 renewals.
11.1 Board Governance & Board Member Role	None
11.2 Dakota Nurse Connection	Next issue will be out soon.
11.3 100 th Year Celebration Update	May 21 st is the date for the celebration. The committee is calling for sponsorships of historical artifacts and silent auction items. The board reviewed numerous reports from the committee. Board staff will register the board members & staff for the celebration event.
11.4 Board Meeting Evaluation	Board members are asked to complete.

CONSENT AGENDA:

8.1 NCSBN
8.1-1 HRSA Report on Future of Nursing Workforce Projections
8.2 Office Management
8.2-1 Letter from Student
8.3 Nursing Practice
8.4 Legal Counsel
8.5 Unlicensed Assistive Person/Medication Assistant
8.5-1 NNAAP Testing Summary
8.5-2 NNAAP Testing Statistics
8.6 Licensure
8.6-1
8.6-2 NCLEX-RN – none
8.6-3 NCLEX-PN - none
8.6-4 NURSUS Duplicate License Report
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

North Dakota Board of Nursing Meeting Minutes – January 15, 2015

8.8-2 Distance education students
8.8-3 Faculty Development Program
8.8-4 U of Mary – notification of change to the minimum number of credits needed to complete a baccalaureate degree

UPCOMING MEETINGS & REPORT OF MEETINGS ATTENDED:

12.1 National Council of State Boards of Nursing Annual Meeting, August 19-24, 2015 – Chicago, IL.
12.2 NCSBN Monthly Meetings by teleconference calls and onsite:
12.2-1 Policy Call
12.2-2 Education Knowledge Network – Feb 6
12.2-3 Discipline Knowledge Network – Dec 11; Feb 18
12.2-4 EO Leadership Network – January 31
12.2-5 NLCA Meeting – February 25-26; March 15
12.2-6 EO & President's Day – Mid-Year Meeting – Knoxville, KY – March 16-18, 2015
12.2-7 NCSBN Executive Officers Leadership Seminar - June 2015
12.2-8 IT & Operations Conference
12.2-9 NCLEX Conference –
12.2-10 APRN Knowledge Network – January 22
12.2-11 NCSBN Long Term Care Conference
12.2-12 Practice Knowledge Network – January 8
12.2-13 TERCAP – Dec 22, 2014
12.2-14 Standards Development Committee – December 8-9, 2014
12.2-15 APRN Distance Education Committee – December 4-5, 2015 & Feb 25-26, 2015
12.3 North Dakota Organization of Nurse Executives – January 22
12.4 North Dakota Nurses Association
12.5 North Dakota Rural & Public Health Conference – June 3-5, 2015
12.6 North Dakota Hospital Association Annual Convention and Trade Show – October 6-8, 2015 - Fargo
12.7 North Dakota LTCA Professional Development Conference – April 28- May 1, 2015
12.8 Reducing Pharmaceutical Narcotics in our Community
12.9 NDDHS Development Disability HCBS – January 5
12.10 AANP Health Policy Conference – March 29-April 1
12.11 North Care Coordination for Seniors – December 12, 2014

Staff Presentations:

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

The meeting adjourned at 3:00 p.m. on January 15, 2015.

Constance B. Kalanek, RN, PhD, FRE
Executive Director - Draft 1/21/2015