

North Dakota Board of Nursing Meeting Minutes – September 10, 2015

Call to Order:	September 10, 2015 at 8:30 a.m. – NDBON Board Conference Room – 919 S 7 th Street, Suite 504, Bismarck ND		
Roll Call:	Eight members present as follows:		
	Daniel Rustvang, RN, President	Paula Schmalz, APRN	
	Jane Christianson, RN, Vice President	Janelle Holth, RN	
	Clara Sue Price, Public Member, Treasurer	Bonny Mayer, LPN	
	Michael Hammer, RN	Mary Beth Johnson, RN	
Staff Present:	Stacey Pfenning, APRN, Executive Director		
	Tammy Buchholz, RN, Associate Director for Education	Melissa Hanson, RN, Associate Director for Discipline	
	Julie Schwan, Administrative Services Coordinator	Patricia Hill, RN, Assistant Director for Practice & Discipline	
	Other individuals were present as indicated on the Board Meeting Attendance Roster.		

AGENDA	ACTION
Resignation of Diane Gravely	Diane Gravely, LPN Board Member, resigned her position on the board September 4, 2015 for purposes of pursuing her RN education. The governor's office will appoint an LPN to fill the remainder of her term. Any LPNs interested in the position should apply to the governor's office. The position has been posted to the NDBON and ND Center for Nursing website.
Open Meeting Information	Brian Bergeson, Special Assistant Attorney General (SAAG) was present at 11:00. Bergeson reminded the board of open meeting requirements, including details pertaining to email correspondences. He cited a notification from the Attorney General's office in which a regulatory board was cited for an open meeting when a decision was made by sharing thoughts among members via e-mail. This exchange constituted an open meeting and required notice. Board members were cautioned to never "reply all" to e-mails from board staff/members or share thoughts about board business via e-mail.
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 Schmalz to: ADOPT THE CONSENT AGENDA AS PRESENTED.</p> <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 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> Christianson, seconded by Price to: APPROVE AGENDA AS DISTRIBUTED.</p> <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 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 July 16, 2015 Meeting Minutes & Public Notice	<p><i>Discussion:</i> The minutes of the July 16, 2015 meeting were reviewed. No corrections were identified.</p> <p><i>Motion:</i> Mayer, seconded by Holth to: APPROVE THE MINUTES OF THE JULY 16, 2015 MEETING AS DISTRIBUTED.</p> <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>
3.1 Financial Statements	The financial statements through August 31, 2015 were reviewed. Income is at 5% and expenses at 13% of budgeted. The board reviewed categories that were significantly below or above budget. A comparison from last fiscal year to this fiscal year to date was reviewed with no issues identified.
3.2 March Meeting Date	The 2016 NCSBN Midyear Meeting is May 15-16 and conflicts with the March 17 th board meeting. The board reviewed and discussed other possible options. Board members will check their calendars and an alternative date will be chosen at the next meeting.
3.3 2014-2015 FY Final Financial Reports	The board reviewed the final 2014-2015 Fiscal Year financial reports with adjusting entries. Both total income and total expenses were at a 100% of budgeted with income coming \$2186 over budgeted amount and expenses \$12070 under budgeted amount. The Anniversary Celebration Expenses were 80% of budgeted. The board had budgeted for a deficit of \$120,000 to be spent from reserve funds during the past fiscal year.

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4.1 Surrender	<p><i>Discussion:</i> Two 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> Christianson, seconded by Holth to: APPROVE AND ACCEPT THE TERMS OF THE PROPOSED SURRENDERS AS A FINAL ORDER OF THE BOARD FOR THE FOLLOWING INDIVIDUALS:</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;">Lic/Reg #</th> <th style="text-align: center;">City, State</th> <th style="text-align: center;">Penalty Fee</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Vasseur, Nicole</td> <td style="text-align: center;">R39801 & L13102</td> <td style="text-align: center;">West Fargo, ND</td> <td style="text-align: center;">\$200</td> </tr> <tr> <td style="text-align: center;">Fronning, Mark</td> <td style="text-align: center;">R31478</td> <td style="text-align: center;">Fargo, ND</td> <td style="text-align: center;">\$200</td> </tr> </tbody> </table> <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>	Name	Lic/Reg #	City, State	Penalty Fee	Vasseur, Nicole	R39801 & L13102	West Fargo, ND	\$200	Fronning, Mark	R31478	Fargo, ND	\$200
Name	Lic/Reg #	City, State	Penalty Fee										
Vasseur, Nicole	R39801 & L13102	West Fargo, ND	\$200										
Fronning, Mark	R31478	Fargo, ND	\$200										
4.2.1 Stipulation for Settlement – Twila Johnson, R25808	<p><i>Discussion:</i> A Stipulation for Settlement was received from Twila Johnson, 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)(19).</p> <p><i>Motion:</i> Mayer, seconded by Christianson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR TWILA JOHNSON, RN AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ENCUMBER THE LICENSE FOR THREE YEARS; ◆ ASSESS \$800 PENALTY FEE PLUS COSTS & DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, recuse; Schmalz, yes. 7 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>												
4.2.2 Stipulation for Settlement – Christy Klapel, LPN Applicant	<p><i>Discussion:</i> A Stipulation for Settlement was received from Christy Klapel, 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 (4).</p> <p><i>Motion:</i> Holth, seconded by Schmalz to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR CHRISTY KLAPEL, LPN APPLICANT 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> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>												
4.2.3 Stipulation for Settlement – Charles Davis Jr., LPN Applicant	<p><i>Discussion:</i> A Stipulation for Settlement was received from Charles Davis, Jr. 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 (2)(4).</p> <p><i>Motion:</i> Holth, seconded by Christianson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR CHARLES DAVIS JR. , LPN APPLICANT 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> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>												
4.2.4 Stipulation for Settlement – Meredyth Pritchett, L6612	<p><i>Discussion:</i> A Stipulation for Settlement was received from Meredyth Pritchett, 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) & NDAC 54-02-07-01.1 (5)(6)(7). Ms. Pritchett's signed stipulation for settlement includes a statement that she neither admits nor denies the allegations of the complaint.</p> <p><i>Motion:</i> Christianson, seconded by Hammer to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR MEREDYTH PRITCHETT, LPN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$300 PENALTY FEE; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>												

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4.2.5 Stipulation for Settlement – Samuel Seale, R40434	<p><i>Discussion:</i> A Stipulation for Settlement was received from Samuel Seale, 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) & NDAC 54-02-07-01.1 (5)(6)(7). Mr. Seale's signed stipulation for settlement includes a statement that he neither admits nor denies the allegations of the complaint.</p> <p><i>Motion:</i> Holth, seconded by Schmalz to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR SAMUEL SEALE, RN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$600 PENALTY FEE; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>
4.2.6 Stipulation for Settlement – Amanda Gerszewski, R38303 & L13052	<p><i>Discussion:</i> A Stipulation for Settlement was received from Amanda Gerszewski, 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 violations of NDCC 43-12.1-14 (3)(5) & NDAC 54-02-07-01.1 (5)(6)(7). Ms. Gerszewski's signed stipulation for settlement includes a statement that she neither admits nor denies the allegations of the complaint.</p> <p><i>Motion:</i> Christianson, seconded by Price to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR AMANDA GERSZEWSKI, RN & LPN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ENCUMBER THE LICENSE FOR THREE YEARS; ◆ ASSESS A \$300 PENALTY FEE; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, recuse; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 7 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.2.7 Stipulation for Settlement – Michael Laguesma, R41813	<p><i>Discussion:</i> A Stipulation for Settlement was received from Michael Laguesma, 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 violations of NDCC 43-12.1-14 (5) & NDAC 54-02-07-01.1 (2)(8)(17).</p> <p><i>Motion:</i> Holth, seconded by Christianson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR MICHAEL LAGUESMA, RN AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$500 PENALTY FEE; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Christianson, yes; Hammer, recuse, Holth, yes; Johnson, no; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 6 yes, 1 no, 1 recuse, 0 absent. Motion carried.</p>
4.2.8 Stipulation for Settlement – Danielle Helstedt, L14407	<p><i>Discussion:</i> A Stipulation for Settlement was received from Danielle Helstedt, 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 violations of NDCC 43-12.1-14 (3)(5) & NDAC 54-02-07-01.1 (7)(8).</p> <p><i>Motion:</i> Holth, seconded by Christianson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR DANIELLE HELSTEDT, LPN AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$800 PENALTY FEE; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, recuse; Price, yes; Rustvang, yes; Schmalz, yes. 7 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.2.9 Stipulation for Settlement – Desilee Brekke, L7606	<p><i>Discussion:</i> A Stipulation for Settlement was received from Desilee Brekke, 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 violations of NDCC 43-12.1-14 (3)(5) & NDAC 54-02-07-01.1 (5)(6).</p> <p><i>Motion:</i> Price, seconded by Hammer to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR DESILEE BREKKE, LPN AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$800 PENALTY FEE; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>

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4.2.10 Stipulation for Settlement – Ned Edwards – 159494 RN WI - PTP	<p><i>Discussion:</i> Brian Bergeson, SAAG was present for this agenda and discussed the background of the case. A Cease and Desist Order was issued on 4/30/2015 for Ned Edwards and he submitted a Request for Reconsideration and Order Granting Petition for reconsideration was approved by the board on 7/16/15. The disciplinary review panel received and reviewed additional information and offered a stipulation for settlement which would replace the Cease & Desist Order. The Stipulation for Settlement was received from Ned Edwards, RN PTP, 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 violations of NDCC 43-12.1-14 (3)(5) & NDAC 54-02-07-01.1 (5)(6)(7).</p> <p><i>Motion:</i> Holth, seconded by Schmalz to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR NED EDWARDS, RN, PTP AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$300 PENALTY FEE; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>
4.2.11 Stipulation for Settlement - Robyn Berge, R38304 & L9540	<p><i>Discussion:</i> A Stipulation for Settlement was received from Robyn Berge, 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 violations of NDCC 43-12.1-14 (3)(5)(6) & NDAC 54-02-07-01.1 (8)(12). The stipulation for settlement will replace the Order for Emergency Suspension that was issued on July 29, 2015.</p> <p><i>Motion:</i> Price, seconded by Schmalz to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR ROBYN BERGE, RN & LPN AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ SUSPEND THE LICENSE FOR TWO YEARS; ◆ ASSESS A \$800 PENALTY FEE; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Christianson, yes; Hammer, recuse; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 7 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.5.1 Request for Reinstatement – Nicole (Aasland) Hollingsworth, R30132 9/10/2015 @ 9:15 a.m.	<p><i>Discussion:</i> Nicole (Aasland) Hollingsworth, RN was present for this agenda item to request reinstatement of her suspended RN license. Ms. Hollingsworth 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 three years. Board members commended her for her support system and continued recovery and discussed future employment plans. Ms. Hollingsworth will need to take a refresher course prior to reinstatement.</p> <p><i>Motion:</i> Christianson, seconded by Price to: GRANT NICOLE HOLLINGSWORTH'S REQUEST FOR REINSTATEMENT OF HER SUSPENDED RN LICENSE TO ENCUMBERED STATUS FOR THREE YEARS WITH THE TERMS AND CONDITIONS OF THE ENCUMBRANCE AS ESTABLISHED BY THE BOARD AND AS SET OUT IN THE BOARD ORDER UPON MEETING LICENSURE REQUIREMENTS.</p> <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>
4.5.2 Request for Reinstatement – Ann Larson, L6321 9/10/2015 @ 1:00 p.m.	<p><i>Discussion:</i> Ann Larson, LPN was present for this agenda item to request reinstatement of her suspended LPN license. Ms. Larson 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 three years. Ms. Larson discussed her current progress in recovery and future employment plans with the board.</p> <p><i>Motion:</i> Holth, seconded by Hammer to: GRANT ANN LARSON'S REQUEST FOR REINSTATEMENT OF HER SUSPENDED LPN LICENSE TO ENCUMBERED STATUS FOR THREE 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> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>
4.9.1 Dakota Myron, L13799	<p>NOTICE OF SUSPENSION issued to Dakota Myron, LPN, Dickinson, ND on July 28, 2015 for violation of terms and conditions of Stipulation for Settlement dated March 26, 2015. Respondent's license is automatically SUSPENDED for a period of one year.</p>
4.9.2 Kathy Booth, PTP RN from Mississippi R851647	<p>CEASE AND DESIST ORDER issued to Kathy Booth, Fargo, ND, privilege to practice under MS compact license on August 13, 2015. Potential Violation report received from Sanford Health, Fargo, ND. Allegations related to administration of significant amount of narcotics in comparison to peers and not in compliance with current Sanford Policy.</p>

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4.9.3 Jared Hedland, R32025 & L10863	NOTICE OF SUSPENSION issued to Jared Hedland, RN & LPN, Hatton, ND on August 13, 2015 for violation of terms and conditions of Reinstatement of License dated September 25, 2014. Respondent's license is automatically SUSPENDED for a period of two years.
AGENDA	ACTION
4.9.4 Robyn Berge, R38304 & L9540	EMERGENCY SUSPENSION issued to Robyn Berge, RN & LPN, Fargo, ND on July 29, 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.
4.9.5 Dana Banken, L13271	NOTICE OF SUSPENSION issued to Dana Banken, LPN, Chokio, MN on August 12, 2015 for violation of terms and conditions of Stipulation for Settlement dated March 26, 2015. Respondent's license is automatically SUSPENDED until such time as unpaid fees are fully paid.
4.9.6 Kasie Strand L13375	NOTICE OF SUSPENSION issued to Kasie Strand, LPN, Fargo, ND on September 4, 2015. PVR received from Vibra Hospital related to allegations of substandard care. Respondent failed to submit to a physical evaluation as authorized by NDAC 54-02-07-04.1. Respondent's license is automatically SUSPENDED until the required evaluation is submitted by Respondent.
5.2-1 TMCC Programmatic Change	<p><i>Discussion:</i> A letter from Kellie Hall, Vice President of Turtle Mountain Community College requesting approval of a programmatic change was reviewed. The changes are a result of an internal initiative to reorganize for optimal results in academic and training programs. TMCC's AASPN program would move from the Academic Department to the Career & Technical Education Department. The Nursing Director would be supervised by the Career & Technical Education Director. The board reviewed a summary of the request and rationale for the changes that would take effect Fall of 2015.</p> <p><i>Motion:</i> Price, seconded by Schmalz to: ACCEPT THE TURTLE MOUNTAIN COMMUNITY COLLEGE NOTIFICATION OF MAJOR PROGRAMMATIC CHANGES FOR THE AASPN PROGRAM AS THE PROGRAM HAS FULL APPROVAL FROM THE ND BOARD OF NURSING AND THE PROGRAMMATIC CHANGES ARE IN COMPLIANCE WITH NDAC 54-03.2-06-02.</p> <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>
5.2-2 Presentation College – New administration announcement	The board received notification from Presentation College in Aberdeen, SD that the current Chair of the Nursing Department, Illa Reeve, EdD, MS, RN will be retiring effective December 1, 2015 and Dr. Sandra Sexton Welling has assumed her position as the new Department Chair of Nursing effective September 1 st .
5.4-1 Revisions to Survey Process	<p><i>Discussion:</i> Buchholz reviewed revisions to the Survey Process for Nursing Education Programs document with the board. The document has been reviewed and updated as a result of revisions to administrative rule changes effective April 1, 2014 and the archiving of NCSBN Learning Modules. "A Surveyor Qualification Requirement Form" was created to be placed in each program's survey file at the Board office.</p> <p><i>Motion:</i> Christianson, seconded by Schmalz to: APPROVE THE PROPOSED REVISIONS TO THE "SURVEY PROCESS FOR NURSING EDUCATION PROGRAMS" DOCUMENT TO REFLECT CHANGES TO ND ADMINISTRATIVE CODE EFFECTIVE APRIL 1, 2014 AND NCSBN GUIDELINES.</p> <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>
5.4-2 Update regarding upcoming Fall & Spring Surveys	The following surveys are scheduled for the 2015-2016 academic year: Fall of 2015: UND BSN & MSN Paper/Interim Survey & Sitting Bull College AASPN On-Site Survey. Spring 2016: NDSCS Paper/Interim Survey (AASPN & ASN); MSU BSN On-Site Survey; University of Mary BSN & MSN Paper/Interim Survey; TMCC AASPN On-Site Survey.
5.4-3 Review of NCLEX Pass Rates	The board reviewed NCLEX Pass Rates for 2013-2014 and 2014-2015 fiscal years. For 2014-2015, ND NCLEX-PN pass rate was 94.08% as compared to the national average of 84.16%, and ND NCLEX-RN pass rate was 92.26% as compared to the national average of 82.53%.
5.4-4 NEL – Laura Jacobsen	<p><i>Discussion:</i> Nursing Education Loan recipient Laura Jacobsen was required to repay her loan due to withdrawing from her nursing program. Ms. Jacobsen was not making payments and her account was sent to collections in May 2014. No payments have been collected to date by the collection agency. Staff request the loan be written off as uncollectable.</p> <p><i>Motion:</i> Holth, seconded by Price to: APPROVE THE REQUEST TO WRITE OFF THE \$803.39 NURSING EDUCATION LOAN FOR LAURA JACOBSEN AS UNCOLLECTABLE.</p> <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>
5.4-5 NEL – Amanda Dockter – Request for Deferment	<p><i>Discussion:</i> Amanda Dockter was awarded a Nursing Education Loan for her registered nurse program. She completed the program but has not passed the NCLEX-RN examination, and has been practicing in ND as an LPN. Ms. Dockter had requested and been granted a deferment of repayment through June 30, 2015 to allow time for studying. She is requesting an extension of the deferment as she is medically unable to work until the end of the year. The board discussed the administrative rule that requires employment as a "licensed nurse" and whether she could get employment credit for her LPN practice. The board expressed support for allowing LPN practice to be used as employment credit in this situation.</p> <p><i>Motion:</i> Price, seconded by Hammer to: ALLOW EMPLOYMENT CREDIT FOR AMANDA DOCKTER'S NEL FOR HOURS PRACTICED AS AN LPN AFTER COMPLETION OF HER RN PROGRAM AND APPROVE A DEFERMENT ON ANY REMAINING BALANCE THROUGH 2/1/2015.</p>

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	<i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.
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5.4-5 NEL – Request for Deferment (continued)	<p><i>Discussion:</i> Board members discussed review of policies for the Nursing Education Loan for employment credit by the Nursing Education Committee and make recommendations to the board.</p> <p><i>Motion:</i> Price, seconded by Johnson to: DIRECT THE NURSING EDUCATION COMMITTEE TO REVIEW NEL POLICIES RELATED TO EMPLOYMENT CREDIT AFTER COMPLETION OF THE NURSING PROGRAM FOR RECOMMENDATIONS TO THE BOARD.</p> <p><i>Roll call vote:</i> Christianson, yes; Hammer, yes; Holth, yes; Johnson, yes; Mayer, yes; Price, yes; Rustvang, yes; Schmalz, yes. 8 yes, 0 no, 0 absent. Motion carried.</p>
6.1 NURSYS Update & Facilities in ND	The board reviewed a list of facilities in ND participating in e-notify and the number of nurses being tracked. The board discussed continued support for e-notify and request continued education and notification of this service available at no cost to all employers for tracking their employee's licensure information.
6.2 ORBS (Optimal Regulatory Board Systems)	ORBS (Optimal Regulatory Board Systems) is a nurse licensure database developed by NCSBN. NCSBN is brining three boards per year onto the system and has eighteen boards on a waiting list. Staff have expressed interest in the system and will be contacting NCSBN to be added to the list.
7.1-1 Dense Breast Notification – ND Dept. of Health	The board reviewed a notification from the ND Department of Health related to HB 1370 that requires a facility at which mammography examinations are performed to provide written patient notification in the event that they categorize a patient as having heterogeneously dense breasts or extremely dense breasts. The Department is also required to notify certain regulatory boards of this requirement.
7.1-2 Parish Nurse Inquiry	The board office has received calls from parish nurses who do not have enough practice hours to meet the 400 hours of practice in the preceding four years. It was noted that the board currently allows for a limited license which limits the practice to one facility with facility approval and allows a nurse to continue to renew when good cause exists to do so. The policies and procedures for the limited license and qualifications were reviewed and discussion of when a limited license would be allowed. The parish nurses discussed writing an article for future publication in the Dakota Nurse Connection.
7.2-1 Collaborative Agreements – APRN and Board of Pharmacy	The board reviewed the Administrative Process for Collaborative Agreements according to NDCC 43-15-31.4 for the ND Board of Pharmacy in which new language has been added to include APRN providers. The NDBON and Board of Pharmacy will receive the Collaborative Agreements when APRN providers are included in new agreements or added as personnel changes to existing agreements.
7.3-1 NCSBN NLC Toolkit	www.ncsbn.org/6183.htm
7.3-2 NLC Administrator Meeting	Pfenning gave a summary of the NLC Administrator meeting on August 18 th in Chicago. The board reviewed an NLC Fact Sheet from NCSBN, a fact from National Center for Interstate Compacts, and NCSBN Document titled "Five Reason to Endorse the NLC."
7.3-3 NLC Training for Staff	Jim Puente from NCSBN will provide Nurse Licensure Compact Training for staff over a two day period regarding
7.4-1 Administrative Rule Promulgation – Update on PDMP Rules	The board reviewed guidelines for use of the Prescription Drug Monitoring Program (PDMP), HB1149 which requires the board to adopt rules related to utilization of the PDMP for individuals authorized to prescribe or dispense controlled substances. The Board of Nursing and Board of Medical Examiners intend to do joint rule-making. The plan is to have the draft administrative rules prepared for the November meeting for Board consideration to approve for public hearing during January 2016 Board meeting.
7.4-2 Communication with Senators & Representatives	None
7.4-3 Legislative Committee Activities during Interim – Collaboration with ND Center for Nursing	A sign-up sheet for participation in the ND Center for Nursing Legislative Teams was distributed for any board members interested in participating in the following legislative interim tracking teams: Mental Health Policy Brief Development, Higher Education, Health Care Reform, Health Services, Human Services, PDMP, Community Paramedic and Student Loan Repayment.
FARB Meeting	The board discussed the FARB training for board members and staff that was held for North Dakota regulatory boards on August 28 th in Bismarck. It was noted the Atkinson & Atkinson from FARB had done an audit for the ND Board of Nursing approximately three years ago so most administrative rules, policies and procedures for the board have been revised as a result of recommendations in the audit. There was discussion on being able to search for a nurse by name on the board of nursing website instead of needing the Social security number or license number. It was noted that NURSYS, which has up to date data on all ND nurses can be searched by name only at www.nursys.com . Board members reviewed & discussed topics presented at the training.
9.1 Program Monitoring Committee	No meeting
9.2 Nursing Education Committee	Next meeting November 18, 2015 at 1:00 p.m. – Holth will be out of state and will attend by phone and Jane Christianson will chair the meeting.
9.3 Finance Committee	No meeting
9.4 Executive Committee	No meeting
9.5 Nurse Practice Committee	Appoint Janelle Holth as Chair to replace Gravely.
9.6 Technology Committee	No meeting

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AGENDA	ACTION
9.7-1 Prescription Drug Monitoring Program Committee (Board Representative)	No meeting
9.7-2 ND Center for Nursing	Board of Directors meeting October 26, 2015 in Bismarck
9.7-3 Community Paramedic Subcommittee	No meeting
10.1 Staff Reports	None
11.1 Jane Christianson Appointment	Board members congratulated Jane Christianson on her appointment to the NCSBN Leadership succession Committee Member at Large
11.2 Dakota Nurse Connection	September deadline for October issue
11.3 Board Meeting Evaluation	Board members asked to complete.

CONSENT AGENDA:

8.1 NCSBN
8.1-1 Annual Meeting Agenda – August 17-21
8.2 Office Management
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
8.6-2 NCLEX-RN Quarterly Reports
8.6-3 NCLEX-PN Quarterly Reports
8.6-4 Nursys 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
8.8-2 Distance education students
8.8-3 Faculty Development Program

UPCOMING MEETINGS & REPORT OF MEETINGS ATTENDED:

12.1 National Council of State Boards of Nursing Annual Meeting, August 19-21, 2015 – Chicago, IL. Jane Christianson, Daniel Rustvang, Stacey Pfenning and Janelle Holth attended. Inspiring to attend a national meeting.
12.2 NCSBN Knowledge Networks & Conferences/meetings:
12.2-1 President Networking Call – October 19
12.2-2 Education Knowledge Network – Sept 2; Oct 7; Nov 9; Dec 3; Jan 7; Feb 4; Mar 9; Apr 7
12.2-3 Discipline Knowledge Network – Oct 15; Oct 22; Dec 10
12.2-4 APRN Knowledge Network – Sept 24;
12.2-5 Practice Knowledge Network – Sept 10
12.2-6 EO Leadership Council – Oct 19; Dec 14; Feb 22; Apr 18
12.2-7 NLCA Meeting – held August 18 th – Chicago
12.2-8 EO & President's Meetings – held August 20 th , Chicago; next EO Summit June 21-22, 2016
12.2-9 Annual Meeting – Held August 19-21, 2015, Chicago; next meeting August 17-19, 2016, Chicago
12.2-10 MidYear Meeting – held March 16-18, 2015, Chicago; next meeting March 15-16, 2016, Baltimore MD

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12.2-11 NCSBN Executive Officers Leadership Seminar – held June 2015 – San Francisco, CA
12.2-12 IT Operation Conference – September 16 Teleconference; May 24, 2016 Chicago
12.2-13 NCLEX Conference – September 21 – full conference - September 12, 2016 – Philadelphia PA
12.2-14 TERCAP – Nov 19 teleconference
12.2-15 Discipline Case Management Conference – June 6-8, 2016 Norfolk VA
12.2-16 APRN Roundtable – April 5, 2016
12.2-17 Leadership and Public Policy Conference – October 27-29, 2015 – Westlake Village, CA
12.2-18 NCSBN Annual Institute of Regulatory Excellence Conference – Jan 26-28, Long Beach, CA
12.2-19 New EO Orientation – May 9, 2016 – Chicago
12.3 North Dakota Organization of Nurse Executives – TBA
12.4 North Dakota Nurses Association – November 6-7, 2015 – Bismarck
12.5 North Dakota Rural & Public Health Conference – June 3-5, 2015; May 16-18, 2016 Grand Forks
12.6 North Dakota Hospital Association Annual Convention and Trade Show – October 6-8, 2015 - Fargo
12.7 North Dakota LTCA Fall Development Conference– September 15-18, 2015, Bismarck
12.8 ND Health Care Reform Review Committee – September 29, 2015
12.9 Reducing Pharmaceutical Narcotics in our Community – held August 18, next TBA
12.10 ND Pilot Community Paramedic Stakeholder Meeting – TBA
12.11 NDDHS Developmental Disability HCBS – June 9; July 10;
12.12 CLEAR Leadership Program and Annual Conference
12.13 ND Interim Health Service Committee – August 19, 2015
12.14 ND Nurse Practitioner Association 7 th Annual Pharmacology Conference – September 24-25, 2015

The meeting recessed from 11:50 p.m. for lunch and reconvened at 12:30 p.m.

The meeting adjourned at 2:30 p.m. on September 10, 2015.

Stacey Pfenning, DNP, APRN, RN
Executive Director - Draft 9/16/2015