

## North Dakota Board of Nursing Meeting Minutes – April 25, 2019

Call to Order: April 25, 2019 at 8:30 a.m. – NDBON Board Conference Room – 919 S 7<sup>th</sup> Street, Suite 504, Bismarck, ND

Roll Call: Seven members present as follows:

Jane Christianson, RN Member, President	Mary Beth Johnson, RN Member
Michael Hammer, RN Member, Vice-President	Bonny Mayer, LPN Member
Kevin Buettner, APRN Member	Janelle Holth, RN Member
Wendi Johnston, LPN Member	

Absent member: Jamie Hammer, RN Member, Treasurer

Staff Present:

Stacey Pfenning, APRN, Executive Director	Melissa Hanson, RN, Associate Director for Compliance
Chris Becker, Accounting/Licensure Specialist	Tammy Buchholz, RN, Associate Director for Education
	Maureen Bentz, Associate Director for Practice

Other individuals were present as indicated on the Board Meeting Attendance Roster.

AGENDA ITEM	DISCUSSION & ACTION
1.1 Consent Agenda	<p><i>Discussion:</i> The consent agenda was reviewed and discussed with no items identified for discussion.</p> <p><i>Motion:</i> Holth seconded by Buettner to: <b>ADOPT THE CONSENT AGENDA AS PRESENTED.</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>
1.2 Agenda	<p><i>Discussion:</i> The agenda was reviewed with amended changes identified.</p> <p><i>Motion:</i> M. Hammer seconded by W. Johnston to: <b>APPROVE THE AGENDA AS AMENDED TO ADD AGENDA ITEM 5.4-1 FOR DEFAULT HEARING AND AGENDA ITEM 8.1 UNDER PRACTICE ON A LETTER RECEIVED 4/24/19 TO NDBON FOR DISCUSSION ON AESTHETICS.</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>
1.3 Public Forum 9:00 – 9:15 a.m.	<p>The following 3 Individuals addressed the Board for open forum and presented character testimony for Maxi Adams, RN, investigative case (item 5.4.2): Rod Jackson, Step Father, Phoenix AZ (SR Principal Advisor &amp; Consultant Cyber Risk @ Infosys); Marc Mellmer, VP -JE Dunn Construction, Dickinson ND (involved in the startup operations with Again Skin); Mubashir Badar , MD, Sanford, Bismarck, ND (known Maxi Adams for 5 years and worked with her at Vibra.</p>
2.1 January 17, 2019 Meeting Minutes	<p><i>Discussion:</i> The minutes of the January 17, 2019 meeting were reviewed. No corrections were identified.</p> <p><i>Motion:</i> M. Johnson seconded by Holth to: <b>APPROVE THE MINUTES OF THE JANUARY 17, 2019 MEETING AS DISTRIBUTED.</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>
4.0 Financial Reports	Defer to Agenda Item 9.0.
5.2.1 Request for Reissuance – Katie Pence, RN R32279	<p><i>Discussion:</i> Katie Pence requested reissuance of RN License from probationary status to full licensure status. The board reviewed the current order and discussed the Compliance Advisory Council recommendation to reissue the license to full licensure status. The terms and conditions of the board order dated March 10, 2016 have been completed as reported by board staff.</p> <p><i>Motion:</i> M. Hammer seconded by W. Johnston to: <b>RATIFY KATIE PENCE’S ORDER FOR REISSUANCE OF LICENSE DATED MARCH 8, 2019 TO UNRESTRICTED PRACTICE AND FULL LICENSURE STATUS AS A REGISTERED NURSE AS SHE HAS COMPLIED WITH THE TERMS AND CONDITIONS OF THE STIPULATION FOR SETTLEMENT DATED MARCH 10, 2016</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>

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AGENDA ITEM	DISCUSSION & ACTION
5.4.1 Default Hearing – Amber Stortroen LPN L12352	<p><i>Discussion:</i> Brian Bergeson, SAAG, was present for a default hearing for Amber Stortroen, LPN. A complaint was filed against Amber Stortroen for violation NDCC 43-12.1-14 (4)(9) and NDAC 54-02-07-01.1 (8)(16). Bergeson explained that the respondent failed to respond or appear to answer to the allegation(s) of the complaint. Respondent was notified of the hearing but was not present for the hearing and was not represented by counsel. The Board was presented with the procedural background of the case, including the date of service of complaint and the lack of any answer or response by the Respondent. Board staff provided testimony supporting the factual allegations of the complaint. The Compliance Advisory Council presented to the Board a recommendation of disciplinary sanctions. The board reviewed and discussed the facts and conclusions of law applicable to the case.</p> <p><i>Motion:</i> M. Hammer seconded by M. Johnson to</p> <p><b>The Board find:</b>  <b>That the respondent has defaulted, That the facts in the case against Amber Stortroen, LPN have been proven by a preponderance of the evidence; That the allegations of the complaint duly reflect violations of NDCC 43-12.1-14 (4)(9) and NDAC 54-02-07-01.1 (8)(16); and that the board enter its order to: Revoke the LPN License; Assess a \$1,000 Penalty plus costs &amp; disbursements; Other Terms as set out in the proposed Board Order.</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>
5.4.2 Investigative Case Presentation- Maxi Adams RN R35121	<p><i>Discussion:</i> Brian Bergeson, SAAG, was present for an investigative case presentation concerning Maxi Adams, RN. Ms. Adams was present for the presentation and was represented by legal counsel. A potential violation report was previously filed against Ms. Adams asserting violations of the Nurse Practice Act. After investigation of the potential violation report, both parties were unable to agree on a mutual settlement. The facts in the case against Ms. Adams and the allegations of the complaint duly reflected violations of NDCC 43-12.1-14 (3), NDAC 54-02-07-01.1 (6) and NDAC 54-05-03.1-03.2(1c). Ms. Adams and the Compliance Advisory Council ("Council") agreed that the Board could determine whether the conduct warranted discipline. For purposes of the investigative case presentation and the Board's consideration, a Stipulation for Settlement and Letter of Concern that each reflected the NDCC and NDAC violations determined by the Council and formerly agreed upon by Ms. Adams and the Council were available for Board member review. Board staff, Mr. Bergeson, Ms. Adams, and Ms. Adams' legal counsel provided information and answered questions during the case presentation. Ms. Adams provided reassurance that the conduct in violation of the N.D.C.C. and N.D.A.C. have been discontinued and she is no longer working in aesthetics. <b>Amended per motion on January 23, 2020, refer to minutes, agenda item 9.3 "Adams Request to Amend Minutes".</b></p> <p><i>Motion:</i> Buettner seconded by W. Johnston to:  <b>ISSUE A NON-DISCIPLINARY LETTER OF CONCERN; ASSESS \$600 PENALTY PLUS COSTS AND DISBURSEMENTS; AND OTHER ITEMS AS SET OUT IN THE LETTER OF CONCERN.</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>
5.4.3 Investigative Case Presentation Amy Shimek, APRN R30877	<p><i>Discussion:</i> Brian Bergeson, SAAG, was present for an investigative case presentation concerning Amy Shimek, APRN. Ms. Shimek was present for the presentation and was represented by legal counsel. A potential violation report was previously filed against Ms. Shimek asserting violations of the Nurse Practice Act. After investigation of the potential violation report, both parties were unable to agree on a mutual settlement. The facts in the case against Amy Shimek and the allegations of the complaint duly reflected violations of NDCC 43-12.1-14 (3), NDAC 54-02-07-01.1 (3)(6), 54-05-03.1-03.1(1)(2) and 54-05-03.1-03.2(1a)(1b)(1c)(1j). Ms. Shimek and the Compliance Advisory Council ("Council") agreed that the Board could determine whether the conduct warranted discipline. For purposes of the investigative case presentation and the Board's consideration, a Stipulation for Settlement and Letter of Concern that each reflected the NDCC and NDAC violations determined by the Council and formerly agreed upon by Ms. Shimek and the Council were available for Board member review. Board staff, Mr. Bergeson, Ms. Shimek, and Ms. Shimek's legal counsel provided information and answered questions during the case presentation. Ms. Shimek provided reassurance that the illegal practice has been discontinued and she is no longer working in aesthetics.</p> <p><i>Motion:</i> W. Johnston seconded by Buettner to:  <b>ISSUE A NON-DISCIPLINARY LETTER OF CONCERN; ASSESS \$600 PENALTY PLUS COSTS AND DISBURSEMENTS; AND OTHER ITEMS AS SET OUT IN THE LETTER OF CONCERN</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>
5.5.1, .2 & .3 Surrender	<p><i>Discussion:</i> Three 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>

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	<p><i>Motion:</i> M. Hammer seconded by Holth to: <b>APPROVE AND ACCEPT THE TERMS OF THE PROPOSED SURRENDERS AS A FINAL ORDER OF THE BOARD FOR THE FOLLOWING INDIVIDUALS:</b></p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <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;">LAND, ANDREA</td> <td style="text-align: center;">R25706</td> <td style="text-align: center;">JAMESTOWN, ND</td> <td style="text-align: center;">\$600</td> </tr> <tr> <td style="text-align: center;">HELLER, MARCIE</td> <td style="text-align: center;">R34484 L12341</td> <td style="text-align: center;">MINOT, ND</td> <td style="text-align: center;">\$600</td> </tr> <tr> <td style="text-align: center;">HARTJE, KIM</td> <td style="text-align: center;">R26477 L8251</td> <td style="text-align: center;">ST THOMAS, ND</td> <td style="text-align: center;">N/A</td> </tr> </tbody> </table> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth yes; 7 yes. 0 no, 1 absent. Motion carried.</p>	NAME	LIC/REG #	CITY, STATE	PENALTY FEE	LAND, ANDREA	R25706	JAMESTOWN, ND	\$600	HELLER, MARCIE	R34484 L12341	MINOT, ND	\$600	HARTJE, KIM	R26477 L8251	ST THOMAS, ND	N/A
NAME	LIC/REG #	CITY, STATE	PENALTY FEE														
LAND, ANDREA	R25706	JAMESTOWN, ND	\$600														
HELLER, MARCIE	R34484 L12341	MINOT, ND	\$600														
HARTJE, KIM	R26477 L8251	ST THOMAS, ND	N/A														
<b>AGENDA ITEM</b>	<b>DISCUSSION &amp; ACTION</b>																
5.7.1 Stipulation for Settlement – Amber Lee-Spooner, RN R34162	<p><i>Discussion:</i> A Stipulation for Settlement was received from Amber Lee-Spooner, 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 (5)(6)(8).</p> <p><i>Motion:</i> M.Hammer seconded by Mayer to: <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR AMBER LEE-SPOONER, RN, AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• <b>ISSUE A REPRIMAND;</b></li> <li>• <b>ASSESS \$600 PENALTY PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER</b></li> </ul> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth yes; 7 yes. 0 no, 1 absent. Motion carried.</p>																
5.7.2 Stipulation for Settlement – Peggy Abrahamson-Syverson, RN R22638	<p><i>Discussion:</i> A Stipulation for Settlement was received from Peggy Abrahamson-Syverson, 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 (6)(8).</p> <p><i>Motion:</i> M.Johnson, seconded by Buettner to: <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR PEGGY ABRAHAMSON-SYVERSON, RN, AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• <b>ISSUE A REPRIMAND;</b></li> <li>• <b>ASSESS \$600 PENALTY PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER</b></li> </ul> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M.Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1absent. Motion carried.</p>																
5.7.3 Stipulation for Settlement – Christine Craig, RN R46942	<p><i>Discussion:</i> A Stipulation for Settlement was received from Christine Craig, 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 (1)(2)(5) and NDAC 54-02-07-01.1 (19).</p> <p><i>Motion:</i> M.Johnson, seconded by W. Johnson to: <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR CHRISTINE CRAIG, RN, AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• <b>ENCUMBER THE LICENSE FOR 2 YEARS</b></li> <li>• <b>ASSESS \$600 PENALTY PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER</b></li> </ul> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M.Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>																

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<p>5.7.4 Stipulation for Settlement – Ivy Vereen, RN R47338</p>	<p><i>Discussion:</i> A Stipulation for Settlement was received from Ivy Vereen, 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 (2).</p> <hr/> <p>Motion: M. Hammer, seconded by M. Johnson to:  <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR IVY VEREEN, RN AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• <b>ENCUMBER THE LICENSE FOR 2 YEARS;</b></li> <li>• <b>COSTS AND DISBURSEMENTS; AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>
<p><b>AGENDA ITEM</b></p>	<p><b>DISCUSSION &amp; ACTION</b></p>
<p>5.7.5 Stipulation for Settlement – Brittany Kraft, RN R45571 &amp; LPN L13870</p>	<p><i>Discussion:</i> A Stipulation for Settlement was received from Brittany Kraft RN &amp;LPN seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (5) and NDAC 54-02-07-01.1 (8)(12)(19).</p> <hr/> <p>Motion: Holth, seconded by M. Hammer to:  <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR BRITTANY KRAFT, RN &amp; LPN AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• <b>ISSUE A REPRIMAND;</b></li> <li>• <b>ASSESS \$600 PENALTY PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes;; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>
<p>5.7.6 Stipulation for Settlement – Dawn Lecy-Nadeau LPN L10372</p>	<p><i>Discussion:</i> A Stipulation for Settlement was received from Dawn Lecy-Nadeau, LPN seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3) and NDAC 54-02-07-01.1 (5)(6)(8)(10).</p> <hr/> <p>Motion: M. Johnson, seconded by M Hammer to:  <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR DAWN LECY-NADEAU, LPN, AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• <b>ISSUE A REPRIMAND;</b></li> <li>• <b>ASSESS \$500 PENALTY PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>
<p>5.7.7 Stipulation for Settlement – Grant Martin RN R38636</p>	<p><i>Discussion:</i> A Stipulation for Settlement was received from Grant Martin, 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 NDCC 43-12.1-14 (3) and NDAC 54-02-07-01.1 (2)(6).</p> <hr/> <p>Motion: Holth, seconded by M. Hammer to:  <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR GRANT MARTIN, RN AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• <b>ISSUE A REPRIMAND;</b></li> <li>• <b>ASSESS \$600 PENALTY PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>

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<p>5.7.8 Stipulation for Settlement – Susan Schutt, LPN L12545</p>	<p><i>Discussion:</i> A Stipulation for Settlement was received from Susan Schutt, 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 NDCC 43-12.1-14 (5) and NDAC 54-02-07-01.1 (12)(19).</p> <hr/> <p>Motion: M. Johnson, seconded by Buettner to:  <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR SUSAN SCHUTT, LPN AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• <b>ISSUE A REPRIMAND;</b></li> <li>• <b>ASSESS \$500 PENALTY PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 8 yes. 0 no. 1 absent. Motion carried.</p>
AGENDA ITEM	DISCUSSION & ACTION
<p>5.7.9 Stipulation for Settlement – Charlotte Reilly, LPN L15555</p>	<p><i>Discussion:</i> A Stipulation for Settlement was received from Charlotte Reilly, 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 NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (6)(8)(9)(12)(19).</p> <hr/> <p>Motion: Holth seconded by M. Hammer to:  <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR CHARLOTTE REILLY, LPN AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• <b>ENCUMBER THE LICENSE FOR 1 YEARS;</b></li> <li>• <b>ASSESS \$1000 PENALTY PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 8 yes. 0 no. 1 absent. Motion carried.</p>
<p>5.9.1 Tamara Lacoste, RN R34411</p>	<p><b>NOTICE OF SUSPENSION</b> issued to Tamara Lacoste, RN, Minot, ND on 2/7/19 for violation on terms of Order for Reinstatement dated September 28, 2017. Respondent's license is automatically <b>SUSPENDED</b> for an indefinite period of time until she is in a position to complete a nurse refresher course, renew her license, and comply with the terms of the Order.</p>
<p>5.9.2 Shirley Reinowski, RN R26048</p>	<p><b>NOTICE OF SUSPENSION</b> issued to Shirley Reinowski RN, Martin, ND on 2/13/19 for violation of terms of Order for Reinstatement dated July 20, 2017. Respondent's license is automatically <b>SUSPENDED</b> for an indefinite period of time until such time as she applies for reinstatement of her license and it is reinstated by the Board.</p>
<p>5.9.3 Sierra Lebeau, LPN L15208</p>	<p><b>RETRACTION OF CEASE &amp; DESIST</b> : Respondent initially failed to submit verification of successful completion of required continuing education from the Board audit of Ms. Lebeau's 2017-2018 LPN renewal application. Ms. Lebeau did complete 12 contact hours in 2017 but failed to pay the \$600 penalty fee. As a result, a Cease &amp; Desist order was issued 7/13/2017. Respondent paid the Penalty fee on 2/27/2019 and the Cease and Desist Order against Ms. Lebeau is no longer necessary.</p>
<p>5.9.4 Larissa Ellis KY LPN PN2033164</p>	<p><b>CEASE AND DESIST ORDER</b> issued to Larissa Ellis, KY LPN PN 2033164. Violation DOE received on 1/14/2019 to 3/8/2019 from Trinity Homes, Minot, Contract was terminated, and respondent was terminated from Aureus Nursing. Allegations r/t resident accused the respondent of stealing the resident's Oxycodone. Respondent submitted to a for-suspicion drug screen, the Medical Review Officer reported the screen as positive for Oxycodone.</p>
<p>5.10.1 Drug Screen Testing Policy</p>	<p><i>Discussion:</i> Review draft of 'Drug Screen Testing' Policy which contains the updates relevant to new third-part administrator of drug testing, FS Solutions.</p> <hr/> <p>Motion: M. Johnson seconded by Buettner to:  <b>APPROVE THE DRAFT REVISIONS TO THE 'DRUG SCREEN TESTING' POLICY.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>

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5.11-1 Other – Sheila Stockton, RN Applicant	<p><i>Discussion:</i> Sheila Stockton submitted an RN Endorsement application on February 8, 2018 and on February 9, 2018 a temporary permit was issued for 90 days. PVR was received from Trinity Health on March 30, 2018. The evidence of the case was reviewed. CAC recommends the application be denied based on the applicant's failure to observe and follow directives of the board and practicing nursing while exhibiting impaired behavior.</p> <p>Motion: M. Hammer seconded by M. Johnson to:  <b>DENY THE RN ENDORSEMENT APPLICATION FOR SHEILA STOCKTON UNDER NDCC 43-12.1-14 (9) AND NDAC 54-02-07-01 (12).</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>
5.11-1 Other – Dustin Garner, RN Applicant	<p><i>Discussion:</i> Dustin Garner submitted an RN Endorsement application on April 13, 2018. Disciplinary actions taken by the Utah and Arizona Boards were reviewed. CAC recommends the application be denied based on disciplinary action by a board of nursing in another jurisdiction.</p> <p>Motion: W. Johnston seconded by Buettner to:  <b>DENY THE RN ENDORSEMENT APPLICATION FOR DUSTIN GARNER UNDER NDCC 43-12.1-14 (2).</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>
5.11-1 Other – Erich Carlsen, UAP (Surgical Technician) Applicant	<p><i>Discussion:</i> Erich Carlsen submitted an UAP (Surgical Technician) application on January 22, 2019. Applicant answered "No" to all background questions, and contrary to his answers it was discovered this information to be false. CAC recommends the application be denied based on falsification of the application.</p> <p>Motion: Holth seconded by M. Hammer to:  <b>DENY THE UAP (SURGICAL TECHNICIAN) APPLICATION FOR ERICH CARLSEN UNDER NDCC 43-12.1-14 (4).</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>
<b>AGENDA ITEM</b>	<b>DISCUSSION &amp; ACTION</b>
6.1.1 Program Survey Report	<p><i>Discussion:</i> Dakota Nursing Program Consortium, Certificate Practical Nurse and Associate of Applied Science in Nursing, Registered Nurse Programs at Williston State College (WSC), Dakota College at Bottineau (DCB), Lake Region State College (LRSC), and Bismarck State College (BSC) Onsite Survey for Continued Full Approval</p> <p>Motion from the Nursing Education Committee, Holth seconded by Buettner to:  <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD:</b></p> <ol style="list-style-type: none"> <li>1. <b>FIND THE DAKOTA NURSING PROGRAM CONSORTIUM, CERTIFICATE PRACTICAL NURSE AND ASSOCIATE DEGREE REGISTERED NURSE EDUCATION PROGRAMS IN SUBSTANTIAL COMPLIANCE WITH ND ADMINISTRATIVE CODE 54-03.2. STANDARDS FOR NURSING EDUCATION PROGRAMS; AND</b></li> <li>2. <b>GRANT FULL APPROVAL OF THE DAKOTA NURSING PROGRAM CONSORTIUM, CERTIFICATE PRACTICAL NURSE AND ASSOCIATE DEGREE REGISTERED NURSE EDUCATION PROGRAMS THROUGH APRIL 2024; AND</b></li> <li>3. <b>REQUIRE AN ONSITE SURVEY OF THE DAKOTA NURSING PROGRAM CONSORTIUM, CERTIFICATE PRACTICAL NURSE AND ASSOCIATE DEGREE REGISTERED NURSE EDUCATION PROGRAMS SPRING 2024.</b></li> </ol> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>
6.3.1 North Dakota State College of Science (NDSCS) Programmatic Change Request	<p><i>Discussion:</i> Programmatic Change Request from North Dakota State College of Science (NDSCS), Associate of Applied Science Registered Nurse Program: Enrollment Increase Greater than 8 Students or 25%.</p> <p>Motion from the Nursing Education Committee, Holth seconded by W. Johnston to:  <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD:</b>  <b>APPROVE THE REQUEST OF AN ENROLLMENT INCREASE FROM 0 TO 24 STUDENTS BEGINNING FALL 2019 FOR THE NORTH DAKOTA STATE COLLEGE OF SCIENCE (NDSCS), ASSOCIATE OF APPLIED SCIENCE REGISTERED NURSE PROGRAM AS THE PROGRAM HAS FULL APPROVAL AND THE CHANGE COMPLIES WITH NDAC 54-03.2-06-02. PROGRAMMATIC CHANGES.</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>

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<p>6.3.2 Dickinson State University (DSU) Programmatic Change Request</p>	<p><i>Discussion:</i> Programmatic Change Request from Dickinson State University (DSU), Department of Nursing, Associate of Applied Science Practical Nurse Program: Deletion of a current course.</p> <hr/> <p>Motion from the Nursing Education Committee, Holth seconded by M. Hammer to:  <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD:  APPROVE THE REQUEST FOR THE DELETION OF COURSE NURS298A FOR DICKINSON STATE UNIVERSITY (DSU), DEPARTMENT OF NURSING, ASSOCIATE OF APPLIED SCIENCE PRACTICAL NURSE PROGRAM AS THE PROGRAM HAS FULL APPROVAL AND THE CHANGE COMPLIES WITH NDAC 54-03.2-06-02. PROGRAMMATIC CHANGES.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>
<p>6.3.3 Dickinson State University (DSU), Department of Nursing (DON)- Programmatic Change Request</p>	<p><i>Discussion:</i> Programmatic Change Request from Dickinson State University (DSU), Department of Nursing (DON), Baccalaureate (BSN) Program: Change in Student Learning Outcomes for the Program.</p> <hr/> <p>Motion from the Nursing Education Committee, Holth seconded by M. Johnson to:  <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD:  APPROVE THE REQUEST FOR CHANGES TO END OF PROGRAM STUDENT LEARNING OUTCOMES (EPSLOS) FOR THE DICKINSON STATE UNIVERSITY (DSU), DEPARTMENT OF NURSING (DON), BACCALAUREATE (BSN) PROGRAM AS THE PROGRAM HAS FULL APPROVAL AND THE CHANGES COMPLY WITH NDAC 54-03.2-06-02. PROGRAMMATIC CHANGES.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no.1 absent. Motion carried.</p>
<p><b>AGENDA ITEM</b></p>	<p><b>DISCUSSION &amp; ACTION</b></p>
<p>6.3.4 University of North Dakota (UND) Programmatic Change Request</p>	<p><i>Discussion:</i> Programmatic Change Request from University of North Dakota (UND) College of Nursing &amp; Professional Disciplines, Master's Degree, Nurse Practitioner Programs: Enrollment Increases Greater than 8 students or 25%</p> <hr/> <p>Motion from the Nursing Education Committee, Holth seconded by M. Hammer to:  <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD:  APPROVE THE REQUEST FOR ENROLLMENT INCREASES FOR THE ADULT GERONTOLOGICAL PRIMARY CARE NURSE PRACTITIONER (AGPCNP) PROGRAM FROM 13 TO 24 STUDENTS; FOR THE FAMILY NURSE PRACTITIONER (FNP) PROGRAM FROM 42 TO 66 STUDENTS; FOR THE PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER (PMHNP) PROGRAM FROM 32 TO 48 STUDENTS BEGINNING FALL 2019 FOR THE UNIVERSITY OF NORTH DAKOTA (UND) COLLEGE OF NURSING &amp; PROFESSIONAL DISCIPLINES, MASTER'S DEGREE, NURSE PRACTITIONER PROGRAMS AS THE PROGRAMS HAVE FULL APPROVAL AND THE CHANGES COMPLY WITH NDAC 54-03.2-06-02. PROGRAMMATIC CHANGES.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, abstain; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 6 yes. 0 no. 1 abstain.1 absent. Motion carried.</p>
<p>6.3-5 University of Mary Programmatic Change Request</p>	<p><i>Discussion:</i> Programmatic Change Request from University of Mary, School of Health Sciences, Division of Nursing, Baccalaureate Programs: Change in Overall Credit Hours Required for Program Completion (Increase) and Overall Curriculum Design Revisions</p> <hr/> <p>Motion from the Nursing Education Committee, Holth seconded by M. Hammer;  <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD:  APPROVE THE REQUEST FOR A CHANGE TO OVERALL CREDIT HOURS FROM 127 TO 128 AND FOR OVERALL CURRICULUM DESIGN REVISIONS FOR UNIVERSITY OF MARY, SCHOOL OF HEALTH SCIENCES, DIVISION OF NURSING, BACCALAUREATE PROGRAMS AS THE PROGRAMS HAVE FULL APPROVAL AND THE CHANGES COMPLY WITH NDAC 54-03.2-06-02. PROGRAMMATIC CHANGES.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, abstain; Johnston, yes; Mayer, yes; Holth, yes; 6 yes. 0 no, 1 abstain, 1 absent. Motion carried.</p>

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7.1 Consideration of Licensure by Endorsement	<p><i>Discussion:</i> Request for Consideration of Licensure by LPN Endorsement Applicant ,Candace Johnson: Completion of Air Force BMTCP 4N051 (5 Skill Level) Program to be Accepted as the Equivalent of a Certificate Practical Nursing Education Program with Completion of IV Therapy Course to Meet NDAC 54-02-06.1., 4: NDCC 43-12.1-09, 2.b.</p> <p>Motion: Holth seconded by M. Johnson to:  <b>APPROVE THE REQUEST FOR LICENSURE BY ENDORSEMENT APPLICANT, CANDACE JOHNSON. AND ACCEPT THE COMPLETION OF AIR FORCE BMTCP 4N051 (5 SKILL LEVEL) PROGRAM AS THE EQUIVALENT OF A CERTIFICATE, PRACTICAL NURSING EDUCATION PROGRAM WITH INTRAVENOUS THERAPY COURSE COMPLETION TO MEET NDAC 54-02-06.1.,4: NDCC 43-12.1-09, 2.B.</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>
7.2 UAP Registration Consideration Medication Assistant III	<p><i>Discussion:</i> Brittney Rodriguez, Medical Assistant (109158), Medication Assistant III Applicant, requests the NDBON allow registry as a Medication Assistant III. Rodriguez has not completed a full Medical Assistant program but has instead completed self-study and achievement of the Medical Assistant certification exam.</p> <p>Motion: Holth seconded by M. Johnson to:  <b>APPROVE THE APPLICATION OF MS. BRITTNEY RODRIGUEZ TO THE MEDICATION ASSISTANT III REGISTRY IN THE STATE OF ND.</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no 1 absent. Motion carried.</p>
7.3 Continuing Education Renewal Requirements Policy	<p><i>Discussion:</i> Review of the Continuing Education Renewal Requirements policy updates.</p> <p>Motion from the Nursing Education Committee seconded by Buettner to:  <b>THE NURSING EDUCATION COMMITTEE RECOMMENDS THE BOARD:  APPROVE THE REVISIONS OF CONTINUING EDUCATION RENEWAL REQUIREMENTS POLICY AND INCLUDE CLARIFICATION WITHIN THE POLICY THAT TIME SPENT RESEARCHING PRACTICE IS NOT CONSIDERED ACCEPTABLE TO MEET NDBON CE REQUIREMENTS.</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no 1 absent. Motion carried.</p>
<b>AGENDA ITEM</b>	<b>DISCUSSION &amp; ACTION</b>
8.1.1 Practice	<p><i>Discussion:</i> The Board reviewed and discussed a letter received by the Compliance Division on April 24, 2019 addressing concerns about nursing practice related to aesthetics. The letter included a list of aesthetic clinics in ND where nursing practice concerns were directed. The letter expressed concern regarding a lack of provider/prescriber assessment and evaluation in medical aesthetic treatments being administered by RNs. The Board discussed recent efforts to provide clarification and education through a specific aesthetic interpretive statement approved January 2018, and a Regulatory Standard of Practice publication in the 2019 Winter Dakota Nurse Connection. Board discussion reflected recognition of the need to further educate aesthetic business's utilizing RN's in ND. Board acknowledged the need to develop an aesthetic related practice guidance to include a definition of non-client specific protocols and possible promulgation of rules as a potential strategy to address continued public concerns related to aesthetic practices in ND.</p> <p>Motion: Buettner seconded by W. Johnston to:  <b>DIRECT SAAG AND NDBON STAFF TO NOTIFY ATTORNEY GENERAL OFFICE ON OF THE CONTINUED PUBLIC CONCERNS RELATED TO THIS SPECIFIC TOPIC. STAFF TO WORK WITH SAAG TO EXPLORE NEXT STEPS TO INFORM THE PRACTICE.</b></p> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no 1 absent. Motion carried.</p>
8.2 Legislation /Rules/Compact	<p><i>Discussion:</i> Reviewed the journal and table presentation of the Legislative Bill updates that are being tracked within NDBON. Reviewed updates related to NLC. Board reviewed testimony documents.</p>



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<p>9.1 &amp; 4.0 FY 2018-19 Financial Statements</p>	<p><i>Discussion:</i> The Operational FY 2018-19 Budget through March 31, 2019 were reviewed. Income is at 87% and expenses at 81% of budgeted. The comparison from this year to last year was also reviewed through March 2019. The board reviewed Reserve Fund balances when evaluating the current budget at income projections.</p> <hr/> <p>Motion from Finance Committee seconded by M. Hammer to: <b>THE FINANCE COMMITTEE RECOMMENDS TO THE BOARD TO ANTICIPATE THAT A DEFICIT BUDGET AMOUNT FOR CURRENT FY 2018-19 TO BE DOCUMENTED AND ALLOCATED FROM RESERVE FUNDS AS OF JUNE 30, 2019.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>
<p>9.2 Finance Committee Meeting – April 18, 2019</p>	<p><i>Discussion:</i> The Finance Committee met April 18, 2019 to develop the 2019-2020 proposed budget. The board reviewed the minutes of the meeting.</p> <p>Motion from Finance Committee seconded by M. Hammer to: <b>APPROVE THE MINUTES OF THE APRIL 18, 2019 FINANCE COMMITTEE MEETING AS DISTRIBUTED.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no, 1 absent. Motion carried.</p>
<p>9.2-1 Nursing Education Program – Survey Fees</p>	<p><i>Discussion:</i> Finance Committee reviewed On-Site School Survey fee and Interim Paper/Focused Onsite Survey Fee. Committee discussed options to revise the fees to capture the workload and time commitment of the NDBON survey process that occurs every 5 years. The fee schedule has not been discussed on revisions since May 2004.</p> <p>Motion from Finance Committee seconded by M. Johnson to: <b>THE FINANCE COMMITTEE RECOMMENDS TO THE BOARD TO INCREASE THE ON-SITE SCHOOL SURVEY FOR EACH PROGRAM FROM \$500 TO \$750 AND INTERIM PAPER/FOCUSED ONSITE SURVEY FROM \$250 TO \$375 EFFECTIVE JULY 1, 2019; AND RECOMMEND NEC COMMITTEE TO REVIEW THE NDBON SURVEY PROCESS FOR EFFICIENCY AND INVOLVEMENT FROM RESOURCES.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>
<p>9.3 ND CFN Presentation</p>	<p>ND Center for Nursing (ND CFN) representatives, Patricia Moulton and Tessa Johnson, presented the ND CFN and NDBON Brainstorming report which addressed research requested by the NDBON during January convened meeting (item 4.5). The ND CFN representatives presented a proposal to the NDBON for funding contributions for FY 2019-2020 and future funding.</p>
<p>9.3 Legal Counsel Presentation</p>	<p>Andrew Askew, NDBON SAAG, provided history, overview, and legal guidance related to project funding, specifically related to the ND CFN.</p>
<p><b>AGENDA ITEM</b></p>	<p><b>DISCUSSION &amp; ACTION</b></p>
<p>9.4-1 Albertsons Proposal - Forms</p>	<p><i>Discussion:</i> The Finance Committee reviewed the proposal from Albertson Consulting to support the system updates and additional online forms within NDBON forms management systems. The online forms as listed on the proposal have been carry over from prior years and committee discussed the priority in order to continue with forms updates in FY 2019-2020 which will enhance process workflow on-line applications (UAP Renewal, APRN involve RN Endorsement, Verifications for UAP, RN/LPN/APRN/SPRN and Demographic/Address updates.</p> <hr/> <p>Motion from Finance Committee seconded by M. Hammer to: <b>THE FINANCE COMMITTEE RECOMMENDS THE BOARD APPROVE THE ALBERTSON PROPOSAL TO CONTINUE WITH ONLINE FORMS TECHNOLOGY UPDATES IN FY 2019-2020 THAT WILL ENHANCE AND STREAMLINE PROCESS WORKFLOW.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no 1 absent. Motion carried.</p>

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<p>9.4-2 Albertsons Proposal - Discipline Module</p>	<p><i>Discussion:</i> The Finance Committee reviewed the proposal from Albertson consulting to fully integrate a Discipline Module within NDBON database software application. Discipline module provides features to reduce manual job tasks, security defined roles and outlines a clear accountability of a centralized tracking process through a workflow automation. The committee discussed the importance of the discipline workflow automation, reduction of manual tasks and provided other occupational clients that are utilizing this module.</p> <hr/> <p>Motion from Finance Committee seconded by M.Hammer to:  <b>THE FINANCE COMMITTEE RECOMMENDS THE BOARD APPROVE THE IMPLEMENTATION OF A DISCIPLINE MODULE TO BE A CENTRALIZED COMPONENT WITHIN EXISTING SOFTWARE WHICH WILL REQUIRE EXPENDITURE TO BE TAKEN FROM FY 2019-2020 RESERVE FUNDS FOR THIS ONE-TIME EXPENDITURE.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent. Motion carried.</p>
<p>9.5 Staffing</p>	<p><i>Discussion:</i> Finance Committee reviewed the NDBON staffing and business needs within operations for 1 additional FTE. Discussed the functions of the Operational / FTE analysis from outside consultants to further review workload related to core function of NDBON.</p> <hr/> <p>Motion from Finance Committee, seconded by M.Hammer to:  <b>THE FINANCE COMMITTEE RECOMMENDS THE BOARD TO APPROVE NDBON STAFFING NEEDS OF 1 ADDITIONAL FTE STARTING FY 2019-2020.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, yes; Johnston, yes; Mayer, yes; Holth, yes; 7 yes. 0 no. 1 absent Motion carried</p>
<p>9.6 Proposed 2019-2020 Budget</p>	<p><i>Discussion:</i> The Board reviewed the Finance Committee recommendations for FY 2019-2020 Proposed Budget. The Board discussed further on core functions needs of NDBON and captured the review of reserve funds and to not approve budget that would result in a deficit net position. The collaboration of the Finance Committee and Board recommended a change in the license fee designated for the ND Center of Nursing.</p> <hr/> <p>Motion: M. Johnson seconded by M. Hammer to:  <b>THE FINANCE COMMITTEE RECOMMENDS THE BOARD APPROVE THE FY 2019-2020 BUDGET \$ 1,529,735 PROJECTED INCOME \$1,529,890 PROJECTED EXPENSES WHICH INCLUDES \$87,000 DESIGNATED FOR NURSING EDUCATION LOAN AND A 2019-2020 ANNUAL CONTRIBUTION AMOUNT OF \$180,000 WILL BE ISSUED IN MONTHLY PAYMENTS OF \$15,000.00 TO ND CENTER FOR NURSING PROJECT.</b></p> <hr/> <p><i>Roll Call Vote:</i> Buettner, yes; Christianson, yes; J. Hammer, absent; M. Hammer, yes; Johnson, no; Johnston, yes; Mayer, yes; Holth, yes; 6 yes. 1no. 1 absent Motion carried</p>
<p>10.0 Board Leadership</p>	<p><i>Discussion:</i> Reviewed terms and offices to be updated July 2019 Board meeting. Michael Hammer RN member first term expires June 30, 2019. Michael submitted for his second term with the Governor's Office. Bonny Mayer LPN member 2<sup>nd</sup> term expires June 30, 2019. Bonny served two consecutive 4-year terms. Deferred committee appointments and charges and conferences to July meeting.</p>

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## CONSENT AGENDA:

3.1 Meetings, Conferences, Committees – Board representation
3.2 Notifications to Board
3.2.1 Minnesota State Community and Technical College, Workforce Solutions, LPN Intravenous Therapy Course, IV Skills Competency Requirement, Course Change Notification
3.2.2 Letter to Mental Health Clinicians
3.2.3 Dakota Nursing Program Consortium, Dakota College at Bottineau, Practical Nurse Certificate Program, Resumption of Satellite Site located in Rugby, ND, Fall 2019
3.3 Legal Counsel
3.3.1 Notification: Andrew Askew- assigned as NDBON SAAG for NDCFN analysis
3.4 Unlicensed Assistive Person/Medication Assistant
3.5 Licensure
3.5-1 NCLEX-RN Quarterly Program Updates: July – December 2018
3.5-2 NCLEX-PN Quarterly Program Updates: July - December 2018
3.6 Discipline
3.6-1 Discipline Statistics/Case Activity Report
3.6-2 NLC Case Log
3.7 Academic and Continuing Education
3.7-1 Ratification of approval of continuing education for contact hours
3.7-2 Distance Education Programs and Students Spring 2019 Updates
3.7-3 Faculty Development Program February 2019 Updates
3.7-4 Education Program Survey Schedule 2019 Spring/Fall Updates
3.7-5 APRN Certification Survey
3.8 Staff Reports/Presentations/DNC
3.8-1 Scam emails information
3.9 Board Representation on Committees/Task Forces
3.9-1 Prescription Drug Monitoring Program Committee – Christianson/Pfenning- December 13, 2018
3.9-2 North Dakota Center for Nursing (Executive Committee & Task Forces)-2019 Nurses Day at Legislature January 23, 2019
3.9-3 APRN Licensure Compact Taskforce-Position/Recommendations March 2019
3.9-4 APRN Consensus Forum – April 10, 2019 Pfenning-Resolution
3.10 Board Committees
3.10-1 Nursing Education Committee-April 24, 2019
3.10-2 Finance Committee- April 18, 2019 (9.0 on agenda)
3.10-3 Executive Committee-January 17, 2019 after NDBON meeting and April 25, 2019 after NDBON meeting

The meeting recessed from 11:45 p.m. to 12:45 p.m. and adjourned at 4:12 p.m. on April 25, 2019.



Stacey Pfenning, DNP, APRN, FNP, FAANP  
Executive Director

Approved by ND Board of Nursing 06/24/2019