

**North Dakota Board of Nursing  
Meeting Minutes - January 23, 2020**

Call to Order: January 23, 2020 at 8:30 a.m. – NDBON Board Conference Room – 919 S 7<sup>th</sup> Street, Suite 504, Bismarck, ND

Roll Call: **Quorum declared with Nine (9) members present as follows:**

Jane Christianson, RN Member, President  
Michael Hammer, RN Member, Vice President  
Kevin Buettner, APRN Member, Treasurer  
Cheryl Froelich, Public Member  
Wendi Johnston, LPN Member

Julie Dragseth, LPN Member  
Jamie Hammer, RN Member  
Janelle Holth, RN Member  
Mary Beth Johnson, RN Member

Staff Present:

Stacey Pfenning, APRN, Executive Director  
Tammy Buchholz, RN, Associate Director for Education  
Maureen Bentz, RN, Associate Director for Practice

Melissa Hanson, RN, Associate Director for Compliance  
Michael Frovarp, Accounting/Licensure Specialist

Other individuals were present as indicated on the Board Meeting Attendance Roster and via webinar attendance.

<b>Agenda Item</b>	<b>Discussion</b>	<b>Motion</b>	<b>Roll Call Vote</b>
1.1 Consent Agenda	The consent agenda was reviewed and discussed with no items identified for discussion.	Buettner motioned; J Hammer seconded to:  <b>Adopt the consent agenda as presented.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
1.2 Agenda	The agenda was reviewed with no amendments.	Buettner motioned; M Hammer seconded to:  <b>Approve the agenda as distributed.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
1.3 Public Forum 9:00am-9:15am	Patrick Brooks, legal counsel for licensee Maxi Adams, provided testimony requesting amendments to April 25, 2019 minutes.  Theresa Larson and Kate Steinke of Sanford Health, Fargo and Nicole Christianson of Essentia Health, Fargo provided testimony in support for the Concordia College Clinical Assistant model.	Johnson motioned; Froelich seconded to:  <b>Add consent agenda item 3.2.3 Adams letter requesting revision of minutes to agenda as 9.3.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
2.1 Minutes-October 24, 2019	The October 24, 2019 minutes were reviewed. No corrections identified.	J Hammer motioned; Johnson seconded to:  <b>Approve the minutes of the October 24, 2019 meeting as distributed.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>

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4.1 Financial Statements	An overview of the Financial Statements and Year to Date Comparison to Last Fiscal Year was provided.		
4.2 Eide Bailly Audit Report	Jared Mack, Eide Bailly Audit Associate, presented the NDBON 2018-2019 fiscal year audit report. There was one deficiency noted which occurs each audit as the board does not prepare its own financial statements and has chosen Eide Bailly to prepare the statements. The report will be filed with the State Auditor's Office.	Johnson motioned; Buettner seconded to:  <b>Accept the 2018-2019 audit report.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
4.3 Budget-Consultant item	Reviewed expense overage on consultant item due to unanticipated staff changes which occurred in September 2019. Consultant needs will decline the remainder of the fiscal year as the new accountant/licensing specialist completes training.	Froehlich motioned; M Hammer seconded to:  <b>Approve the continued overage on expense item-consultant.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
4.4 Strategic Plan Progress Report July-Dec 2019	Reviewed and discussed July-December 2019 Strategic Plan Progress report.	J Hammer motioned; Dragseth seconded to:  <b>Accept the July-December 2019 Strategic Plan Progress Report.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
4.5 2018-2019 Annual Report	Reviewed and discussed the 2018-2019 Annual Report which is a summary of Board activity for the fiscal year. Staff highlighted the continued increase in number of licensees from 17,387 to 20,987 in the past five years. This report will be posted on the website and submitted to the Governor's office as required by law.	J Hammer motioned; Holth seconded to:  <b>Approve the 2018-2019 Annual Report.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
5.1 Executive Session	Agenda item 5.7.14 includes personal health information which requires an executive session. The executive session began at 12:00 pm and was attended by Board Members as indicated on roll call attendance, Board staff, and the licensee during her respective agenda item. Executive session was adjourned at 12:25 pm.	Johnson motioned; Buettner seconded to:  <b>Hold an Executive Session to consider the following according to the NDCC 44-04-18.1:</b>  • <b>Agenda item 5.7.14 Crystal Overbeck</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
5.2.1 Request for Reissuance:  Lindsey Sears, RN R45517	Lindsey Sears was issued an Order for Reissuance of License on November 8, 2019, in which her RN License was reissued to full licensure status. The board reviewed the Stipulation for Settlement dated January 18, 2018, Ms. Sears' compliance with this stipulation, and discussed the Compliance Advisory Council recommendation to reissue the license to	M Hammer motioned; J Hammer seconded to:  <b>Ratify the reissuance of Lindsey Sears' RN license to unrestricted practice and full licensure status, dated November 8, 2019, as she has complied with the</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>

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	unrestricted and full licensure status, as per report by board staff, she has completed the terms and conditions of the Stipulation for Settlement dated January 18, 2018.	<b>terms and conditions of the Stipulation for Settlement dated January 18, 2018.</b>	
5.2.2 Request for Reissuance:  Amanda Erickson, LPN L1101	Amanda Erickson is requesting reissuance of her LPN license from encumbered status to full licensure status. The board reviewed the Order for Reinstatement of License dated May 18, 2017, Ms. Erickson's compliance with this order, and discussed the Compliance Advisory Council recommendation to reissue the license to unrestricted and full licensure status, as per report by board staff, she has completed the terms and conditions of the Order for Reinstatement dated May 18, 2017.	Johnson motioned; Buettner seconded to:  <b>Grant the request of Amanda Erickson for reissuance of her LPN license to unrestricted practice and full licensure status as she has complied with the terms and conditions of the Order for Reinstatement of License dated May 18, 2017.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
5.2.3 Request for Reissuance:  Samantha Schanilec, RN R40153	Samantha Schanilec is requesting reissuance of her RN license from encumbered status to full licensure status. The board reviewed the Order for Reinstatement of License dated January 18, 2018, Ms. Schanilec's compliance with this order, and discussed the Compliance Advisory Council recommendation to reissue the license to unrestricted and full licensure status, as per report by board staff, she has completed the terms and conditions of the Order for Reinstatement dated January 18, 2018.	Holth motioned; M. Hammer seconded to:  <b>Grant the request of Samantha Schanilec for reissuance of her RN license to unrestricted practice and full licensure status as she has complied with the terms and conditions of the Order for Reinstatement of License dated January 18, 2018.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
5.5.1 Surrender:  Katelyn Watson, RN & LPN R38238 L12758 (lapsed)	One individual has signed and submitted a surrender, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the surrender.	J Hammer motioned; Johnson seconded to:  <b>Approve and accept the terms of the proposed surrender as a final order of the Board for Katelyn Watson, R38238 &amp; L12758 (lapsed), Fargo, ND, with a \$2400 penalty fee.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
5.7.1 Stipulation for Settlement:  Shawna Newell, LPN L15976	A Stipulation for Settlement was received from Shawna Newell, 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 (17).	Johnson motioned; Holth seconded to:  <b>Accept the terms of the proposed Stipulation for Settlement for Shawna Newell, LPN, and enter its order to:</b> <ul style="list-style-type: none"> <li>• Issue a Reprimand;</li> <li>• Assess a \$600 penalty plus costs and disbursements; and</li> <li>• Other terms as set out in the Board order.</li> </ul>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
5.7.2	A Stipulation for Settlement was received from Paigelyn Leingang, LPN, seeking the Board's	M Hammer motioned; Johnston seconded to:	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J.

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<p>Stipulation for Settlement:</p> <p>Paigelyn Leingang, LPN L15503</p>	<p>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 (8)(12)(19).</p>	<p><b>Accept the terms of the proposed Stipulation for Settlement for Paigelyn Leingang, LPN, and enter its order to:</b></p> <ul style="list-style-type: none"> <li>• <b>Issue a Suspension for 3 years;</b></li> <li>• <b>Assess a \$700 penalty plus costs and disbursements; and</b></li> <li>• <b>Other terms as set out in the Board order.</b></li> </ul>	<p>Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>
<p>5.7.3 Stipulation for Settlement:</p> <p>Marlon Mengot, RN R43069</p>	<p>A Stipulation for Settlement was received from Paigelyn Leingang, 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 (8)(12)(19).</p>	<p>M. Hammer motioned; J Hammer seconded to:</p> <p><b>Accept the terms of the proposed Stipulation for Settlement for Marlon Mengot, RN, and enter its order to:</b></p> <ul style="list-style-type: none"> <li>• <b>Issue a Reprimand;</b></li> <li>• <b>Assess a \$600 penalty plus costs and disbursements; and</b></li> <li>• <b>Other terms as set out in the Board order.</b></li> </ul>	<p>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>
<p>5.7.4 Stipulation for Settlement:</p> <p>Dana Lemnus, APRN &amp; RN R31925</p>	<p>A Stipulation for Settlement was received from Dana Lemnus, APRN &amp; 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)(6) and NDAC 54-02-07-01.1 (5)(6)(7)(8)(9).</p>	<p>Johnson motioned; Dragseth seconded to:</p> <p><b>Accept the terms of the proposed Stipulation for Settlement for Dana Lemnus, APRN &amp; RN, and enter its order to:</b></p> <ul style="list-style-type: none"> <li>• <b>Issue a Suspension for an indefinite period;</b></li> <li>• <b>Enroll in NDPHP:</b></li> <li>• <b>Assess a \$2700 penalty plus costs and disbursements; and</b></li> <li>• <b>Other terms as set out in the Board order.</b></li> </ul>	<p>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>
<p>5.7.4-2 Executive Director Authority for Reinstatement Order:</p> <p>Dana Lemnus, APRN &amp; RN R31925</p>	<p>Compliance Advisory Council requested Board to grant the Executive Director the authority to sign an Order for Reinstatement of License for Dana Lemnus' RN license once the NDPHP deems her fit for duty based on NDPHP's treatment professional's recommendations, as this recommendation will reportedly be presented prior to the next Board meeting in July 2020. The Order for Reinstatement would require ratification by the Board at the July 2020 meeting.</p>	<p>J. Hammer motioned; Holth seconded to:</p> <p><b>Grant the Executive Director the authority to sign and Order for Reinstatement of License for Dana Lemnus, RN according to the recommendations of her treatment professional and the NDPHP. This order will then be ratified by the Board at the next Board meeting.</b></p>	<p>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>

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<p>5.7.5 Stipulation for Settlement:</p> <p>Shalane Stroot, RN and LPN R48147 L15813 (lapsed)</p>	<p>A Stipulation for Settlement was received from Shalane Stroot, 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 (3) and NDAC 54-02-07-01.1 (5)(6)(7).</p>	<p>M. Hammer motioned; Holth seconded to:</p> <p><b>Accept the terms of the proposed Stipulation for Settlement for Shalane Stroot, RN &amp; LPN, and enter its order to:</b></p> <ul style="list-style-type: none"> <li>• <b>Encumber the license for 1 year;</b></li> <li>• <b>Assess a \$500 penalty plus costs and disbursements; and</b></li> <li>• <b>Other terms as set out in the Board order.</b></li> </ul>	<p>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>
<p>5.7.6 Stipulation for Settlement:</p> <p>Stacy Hoglund, RN R33027</p>	<p>A Stipulation for Settlement was received from Stacy Hoglund, 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 (4)(5)(6).</p>	<p>Johnson motioned; Johnston seconded to:</p> <p><b>Accept the terms of the proposed Stipulation for Settlement for Stacy Hoglund, RN, and enter its order to:</b></p> <ul style="list-style-type: none"> <li>• <b>Encumber the license for 1 year;</b></li> <li>• <b>Assess a \$600 penalty plus costs and disbursements; and</b></li> <li>• <b>Other terms as set out in the Board order.</b></li> </ul>	<p>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>
<p>5.7.7 Stipulation for Settlement:</p> <p>Carole Thon, RN R28084</p>	<p>A Stipulation for Settlement was received from Carole Thon, 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).</p>	<p>Johnson motioned; Buettner seconded to:</p> <p><b>Accept the terms of the proposed stipulation for settlement for Carole Thon, 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>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>
<p>5.7.8 Stipulation for Settlement:</p> <p>Melinda Dalley, RN R41514</p>	<p>A Stipulation for Settlement was received from Melinda Dalley, 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).</p>	<p>Johnson motioned; M Hammer seconded to:</p> <p><b>Accept the terms of the proposed stipulation for settlement for Melinda Dalley, 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>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, Absent. 8 Yes, 0 No, 1 Absent. <b>Motion carried</b></p>

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<p>5.7.9 Stipulation for Settlement:</p> <p>Erin Schwartzmann, RN R36380</p>	<p>A Stipulation for Settlement was received from Erin Schwartzmann, 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 (9), NDAC 54-02-07-01.1 (8)(11)(16).</p>	<p>Holth motioned; M. Hammer seconded to:</p> <p><b>Accept the terms of the proposed stipulation for settlement for Erin Schwartzmann, 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>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>
<p>5.7.10 Stipulation for Settlement:</p> <p>Stephanie Jones PTP RN Texas R789436</p>	<p>A Stipulation for Settlement was received from Stephanie Jones, PTP 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)(7)(10).</p>	<p>Froehlich motioned; Buettner seconded to:</p> <p><b>Accept the terms of the proposed stipulation for settlement for Stephanie Jones, PTP 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>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>
<p>5.7.11 Stipulation for Settlement:</p> <p>Dulcy Hagen, RN and LPN R40870 L14323 (lapsed)</p>	<p>A Stipulation for Settlement was received from Dulcy Hagen, RN and LPN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3) and NDAC 54-02-07-01.1 (4).</p>	<p>M. Hammer motioned; Holth seconded to:</p> <p><b>Accept the terms of the proposed stipulation for settlement for Dulcy Hagen, RN and 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>	<p>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>
<p>5.7.12 Amended Stipulation for Settlement:</p> <p>Carleen Gust, RN and LPN R27879 L9071 (lapsed)</p>	<p>A Stipulation for Settlement was approved by the Board on 10/24/2019. On 11/22/2019, the Board office received a written request for amendment to language of the stipulation.</p>	<p>Johnson motioned; J.Hammer seconded to:</p> <p><b>Accept the terms of the proposed amended stipulation for settlement for Carleen Gust, RN and LPN, and enter its order to:</b></p> <ul style="list-style-type: none"> <li>• <b>Amend the Stipulation for Settlement for a previously issued Reprimand;</b></li> </ul>	<p>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>

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		<ul style="list-style-type: none"> <li>• <b>Assess \$600 penalty plus costs and disbursements (already submitted); and</b></li> <li>• <b>Other terms as set out in Board order.</b></li> </ul>	
5.7.13 Stipulation for Settlement:  LouAnn Ostlund, RN R22795	A Stipulation for Settlement was received from LouAnn Ostlund, 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 (8).	Johnson motioned; M. Hammer seconded to:  <b>Accept the terms of the proposed stipulation for settlement for LouAnn Ostlund, RN, and enter its order to:</b> <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>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
5.7.14 Stipulation for Settlement:  Crystal Overbeck, LPN L12730	A Stipulation for Settlement was received from Crystal Overbeck, LPN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(7)(8)(12)(19).	Johnson motioned; M Hammer seconded to:  <b>Accept the terms of the proposed stipulation for settlement for Crystal Overbeck, LPN, and enter its order to:</b> <ul style="list-style-type: none"> <li>• <b>Suspend the License for 1 year;</b></li> <li>• <b>Assess \$1400 penalty plus costs and disbursements; and</b></li> <li>• <b>Other terms as set out in Board order.</b></li> </ul>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b>
5.9.1 Emergency Actions- No Board Action required:  Jordana Helmer, RN and LPN R37970 L12662 (lapsed)	<b>CEASE AND DESIST ORDER:</b> issued to Jordana Helmer, RN and LPN, on October 28, 2019 for calling in approximately 6 prescriptions for controlled substances for herself to multiple different pharmacies. The Board had previously accepted Respondent's Surrender of her RN and LPN licenses on July 20, 2017. This incident occurred while the Respondent's license was surrendered. Respondent is ordered to Cease and Desist from the practice of nursing in the state of North Dakota, under any authority or privilege, specifically including writing prescriptions for yourself or any other persons, until such time as this Cease and Desist Order is retracted, modified, or superseded by the Board or upon agreement between the Respondent and the Board.		
5.9.2 Emergency Actions- No Board Action required:  Tabi White, RN R46845	<b>ORDER OF EMERGENCY SUSPENSION</b> issued to Tabi White, RN on November 15, 2019 for approximately 20 instances of medication administration errors involving controlled substances, including: removing of oxycodone with incomplete administration documentation or incorrect scanning, missing medications, giving oral and IV narcotics at the same time, and documentation of administration of 1200 mcg of Fentanyl over a 10 hour period, with documentation of administration of oral Oxycodone during the same time period. Respondent's license is <b>SUSPENDED</b> for 5 years or until retracted, modified or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board.		

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<p>5.9.3 Emergency Actions- No Board Action required:</p> <p>Christine Craig, RN R46942</p>	<p><b>ORDER OF EMERGENCY SUSPENSION</b> issued to Christine Craig, RN, on November 29, 2019 for failure to comply with the Stipulation for Settlement, dated April 25, 2019. Respondent's license is SUSPENDED for a period of 2 years.</p>		
<p>5.9.4 Emergency Actions- No Board Action required:</p> <p>Amber Paulson, LPN L16627</p>	<p><b>ORDER OF EMERGENCY SUSPENSION</b> issued to Amber Paulson, LPN, on December 27, 2019 for disciplinary action in another jurisdiction, specifically suspension of her Minnesota LPN license by the Minnesota Board of Nursing due to ability to practice adversely impacted by substance abuse disorder, failure to complete treatment, and conviction of DWI on November 26, 2019. 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.</p>		
<p>5.9.5 Emergency Actions- No Board Action required:</p> <p>Amber Zier, LPN L16894</p>	<p><b>ORDER OF EMERGENCY SUSPENSION</b> issued to Amber Zier, LPN, on December 27, 2019 for reports of working while impaired and a reasonable suspicion drug screen which was positive for unauthorized drugs. 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.</p>		
<p>5.9.6 Emergency Actions- No Board Action required:</p> <p>Deondre Anderson, LPN L15353</p>	<p><b>CEASE AND DESIST ORDER:</b> issued to Deondre Anderson, LPN, on January 14, 2020 for providing nursing services, as the owner, nurse educator or employee of Family Life Home Care or otherwise, in any manner that exceeds the scope of practice of a licensed practical nurse. Respondent is ordered to Cease and Desist from providing or managing nursing services, as the owner, nurse educator or employee of Family Life Home Care of otherwise, in any manner that exceeds the scope of practice of a licensed practical nurse, until such time as this Cease and Desist Order is retracted, modified, or superseded by the Board or upon agreement between the Respondent and the Board.</p>		
<p>5.10.1 Compliance monitoring fees</p>	<p>Compliance division requested revision of the fee schedule to itemize the compliance monitoring fee as applicable to encumbrances, reprimands with monitoring, and letters of concern with monitoring.</p>	<p>Johnson motioned; M. Hammer seconded to:</p> <p><b>Approve the draft revisions to the 2019-2020 fee schedule.</b></p>	<p>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>



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<p>6.1.1 Concordia College Baccalaureate Program Onsite Survey</p>	<p>Jack Rydell, DNP, RN, Nurse Administrator, Jean Bokinskie, PhD, RN, Professor, Polly Kloster, PhD, RN, Associate Professor, and Susan Larson, PhD, Dean were present for this agenda item to answer questions and provide information.</p> <p>Buchholz and Pfenning conducted an onsite survey visit for consideration of continued approval October 9, 2019. Surveyors examined 21 of the <i>NDAC 54-03.2 Standards for Nursing Education Programs</i> and found one issue of partial compliance and two issues of non-compliance. Buchholz provided a brief review of the program's history of NDBON approval, current survey findings, and regulatory environment concerns which led to the recommendation to transition the program from the in-state approval process to the out of state Recognition.</p> <p>NEC Chair, Johnson provided a summary of the 2-hour deliberation that took place at the December 12, 2019 NEC meeting related to the surveyor's findings and research, program representative letters and testimony, and SAAG Askew's memo and testimony addressing NDBON jurisdiction. Johnson noted that there were two main issues for the Board to consider related to the program. 1) Utilizing the NDBON in-state approval process for an out of state nursing program, and 2) Compliance concerns related to the program's use of academically unqualified faculty in the practice setting.</p> <p>SAAG Askew provided a summary of his analysis of the law and rules regarding approval and recognition of out of state nursing education programs.</p> <p>Program representatives were invited to share testimony and answer questions during the 1 hour 45-minute discussion and deliberation.</p> <p>SAAG Askew answered Board member questions related to transitioning to out of state Recognition of the program and provided closing remarks regarding the Board's authority as defined in NDCC and NDAC.</p>	<p>Johnson motioned; Buettner seconded to:</p> <ol style="list-style-type: none"> <li><b>1. Accept the Concordia College Baccalaureate Degree Nursing Program survey report and surveyors' findings; and</b></li> <li><b>2. Extend Concordia College Baccalaureate Degree Nursing Program approval through the end of the current 2019-2020 academic year; and</b></li> <li><b>3. Accept the Nursing Education Committee's recommendation to transition the Concordia College Baccalaureate Degree Nursing Program from the in-state approval process to the out of state recognition process for student clinical practice placements in North Dakota healthcare facilities beginning with academic year 2020-2021; and</b></li> <li><b>4. Apply the in-state program approval survey fee of \$750 paid by Concordia College toward the 2020-2021 academic year recognition fee; and</b></li> <li><b>5. Require the Concordia College Baccalaureate Degree Nursing Program Nurse Administrator to provide evidence of progression with program compliance with 54-03.2-04-04. Baccalaureate or master's degree nurse education program faculty qualifications and 54-03.2-04-08. Employment of academically unqualified faculty by July 1, 2020.</b></li> </ol>	<p>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>
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<p>6.1.2 University of Jamestown Baccalaureate Program Paper/Interim Survey</p>	<p>NDBON surveyors completed a paper/interim survey of the BSN program in November 2019 for consideration of continued approval. Surveyors examined 22 of the <i>NDAC 54-03.2 Standards for Nursing Education Programs</i> and found two issues of partial compliance related to administrator and faculty academic qualifications.</p> <p>Kimberly Ash, MSN, RN, nurse administrator was in attendance to be available to answer questions.</p>	<p>Motion from the Nursing Education Committee, Johnson seconded by Buettner to:</p> <ol style="list-style-type: none"> <li>1. <b>Find the University of Jamestown Baccalaureate Degree Nursing Education Program 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 University of Jamestown Baccalaureate Degree Nursing Education Program until January 2025; and</b></li> <li>3. <b>Require an Onsite Survey of the University of Jamestown Baccalaureate Degree Nursing Education Program in Fall 2024.</b></li> </ol>	<p>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>
<p>6.1.3 Program Compliance Reports</p>	<p>None</p>		
<p>6.2.1 Dakota Nursing Program Consortium, Williston State College, Certificate Practical Nurse Program: Programmatic Change Request</p>	<p>Programmatic Change Request from Dakota Nursing Program Consortium (DNPC), Williston State College (WSC), Certificate Practical Nurse Program: Addition of a Program Site in Watford City, ND.</p>	<p>Motion from the Nursing Education Committee, Johnson seconded by J. Hammer to:</p> <p><b>Approve the request for the addition of a Certificate Practical Nurse Program satellite site in Watford City, ND from Dakota Nursing Program Consortium (DNPC), Williston State College (WSC), as the program has full approval and the change complies with <u>NDAC 54-03.2-06-02. Programmatic Changes.</u></b></p>	<p>Buettner, yes; Christianson, yes; Dragseth, recuse; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 8 Yes, 0 No, 1 Recuse. <b>Motion carried</b></p>
<p>6.2.2 University of North Dakota, Baccalaureate Program:</p>	<p>Programmatic Change Request from the University of North Dakota (UND), College of Nursing &amp; Professional Disciplines, (CNPD), Department of Nursing (DON), Baccalaureate Degree Program: Enrollment Increase Greater than 8 students or 25%,</p>	<p>Motion from the Nursing Education Committee, Johnson, seconded by Holth to:</p> <p><b>Approve the request for an increase in enrollment from 64 to 72 students per</b></p>	<p>Buettner, absent (excused himself and left the room for discussion and voting); Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes;</p>

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<p>Programmatic Change Request</p>	<p>Deletion of Courses, Addition of New Courses, and a Change to Overall Credit Hours.</p>	<p><b>semester beginning in Fall 2020, and the deletion of Anatomy 204 and Physiology 301, and the addition of BIMD 220/220L Human Anatomy and Physiology 1 and Lab, and BIMD 221/221L Human Anatomy and Physiology 2 and Lab beginning Spring 2021, and an increase of 1 credit hour for a total of 121 credit hours required for degree completion for the University of North Dakota (UND) College of Nursing &amp; Professional Disciplines, Baccalaureate Degree Program as the program has full approval and the changes comply with <u>NDAC 54-03.2-06-02. Programmatic Changes.</u></b></p>	<p>Holth, yes; Johnson, yes; Johnston, yes. 8 Yes, 0 No, 1 Absent. <b>Motion carried</b></p>
<p>6.2.3 University of North Dakota, Post Baccalaureate Doctor of Nursing Practice Nurse Anesthesia Program: Programmatic Change Request</p>	<p>Programmatic Change Request from University of North Dakota, CNPD, DON, Post-Baccalaureate Doctor of Nursing Practice (PB-DNP) Nurse Anesthesia Program: Enrollment Increase Greater than 8 students or 25%.</p>	<p>Johnson motioned; J Hammer seconded to:  <b>Approve the request for an increase in enrollment from 15 to 20 students beginning fall 2020 for the University of North Dakota, CNPD, DON, Post-Baccalaureate Doctor of Nursing Practice Nurse Anesthesia Program as the program has full approval and the change complies with <u>NDAC 54-03.2-06-02. Programmatic Changes.</u></b></p>	<p>Buettner, absent (excused himself and left the room for discussion and voting); Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 8 Yes, 0 No, 1 Absent. <b>Motion carried</b></p>
<p>6.3.1 Train ND NE Lake Region State College, LPN IV Therapy Course</p>	<p>Staff request for extension of approval of Train ND NE Lake Region State College, LPN IV Therapy Course due to Board meeting schedule changes.</p>	<p>Johnson motioned; Dragseth seconded to:  <b>Approve the NDBON Staff request for an extension of approval for the Train ND NE LRSC, LPN Intravenous Therapy Course through April 2020 to accommodate the change to quarterly Board meetings as the program has full approval and is in compliance with requirements for the LPN Intravenous Therapy Course according to <i>ND Administrative Code 54-05-01. Standards of Practice for Licensed Practical Nurses and ND Administrative Code 54-03.2.</i></b></p>	<p>Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No. <b>Motion carried</b></p>

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		<b>Standards for Nursing Education Programs.</b>	
7.1 Military Spouse Applications	Staff reported that applications are updated to reflect SB2306 mandates related to military and military spouse status; and each initial application provides a waiver of licensure fees for those declaring military spouse status.	J. Hammer motioned; Bittner seconded to:  <b>Ratify the application updates adding military spouse questions and waiving of initial licensure fees for military spouse as mandated by SB2306.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No, <b>Motion carried</b>
8.2 Rule Promulgation Update	Executive Director provided update on current rule promulgation related to nursing licensure fees and practice. On November 11, 2019, the Board received the Attorney General letter approving the rules as to their legality. The rules will be reviewed at the June 9, 2020 Administrative Rules Committee with an anticipated effective date of July 1, 2020.		
9.1 Nursing Education Committee: Appointment of External Members	Two NEC external members terms expired December 2019. Board members reviewed information received from applicants for the committee member positions and selected two individuals through ballot voting.	Johnson motioned; M Hammer seconded to:  <b>Approve the appointment of external members Andrea Paulson, Bismarck State College and Cheryl Lantz, Dickinson State University, to the Nursing Education Committee from January 2020 through January 2022.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No, <b>Motion carried</b>
9.2 Finance Committee Meeting Date	Board members discussed options for the Finance Committee spring meeting.	Buettner motioned; Johnston seconded to:  <b>Tentatively schedule the Finance Committee Meeting for Monday, April 20, 2020 from 1:00 pm to 4:00 pm.</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No, <b>Motion carried</b>
9.3 Adams Request to Amend Minutes	Patrick Brooke, legal counsel, and Maxi Adams RN were present to request the Board consider amending the April 25, 2019 minutes agenda item 5.4.2 to remove the term "illegal practice". The final approval and publishing of the minutes occurred at the June 24, 2019 meeting. Staff contacted the Attorney General office to inquire about the process of amending approved and published minutes per public request.	Johnson motioned; Froehlich seconded to:  <b>Amend the April 25, 2019 meeting minutes for agenda item 5.4.2 Investigative Case Presentation – Maxi Adams RN R35121 to remove the word "illegal" in the last sentence by stating "Ms. Adams provided reassurance that the conduct in violation of the N.D.C.C. and N.D.A.C. have been discontinued</b>	Buettner, yes; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Holth, yes; Johnson, yes; Johnston, yes. 9 Yes, 0 No <b>Motion carried</b>

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		and she is no longer working in aesthetics”.	
10.1	Executive Director provided staff updates. Bentz provided an update regarding the progress with implementation of CE Broker.		
Adjournment	Adjournment at 3:45pm.	J Hammer motioned; Johnston seconded to:  <b>Adjourn the meeting.</b>	
<b>3.0 Consent Agenda</b> (Ratifications and acknowledgements of requests and notifications to the NDBON)			
<ul style="list-style-type: none"> <li>3.3 Meetings, conferences, committees-Board representation <ul style="list-style-type: none"> <li>3.3.1 NDCFN minutes November 14, 2019</li> <li>3.3.2 Attorney General Seminar for Boards/Commissions October 30 (9 members/staff attended)</li> <li>3.3.3 ND Prescription Drug Monitoring Program Advisory Council-December 2019-material</li> </ul> </li> <li>3.4 Notifications and Requests to the Board <ul style="list-style-type: none"> <li>3.4.1 NDMIRTB rule promulgation notification-military spouse</li> <li>3.4.2 Texas Medical Board and FTC comment related to CRNA supervision</li> <li>3.4.3 <i>Request:</i> Adams letter requesting revision of minutes</li> <li>3.4.4 AG response to Aesthetic Concerns</li> <li>3.4.5 HOSA-Future Health Professionals letter to the Board</li> </ul> </li> <li>3.5 Legal counsel</li> <li>3.6 Unlicensed Assistive Person /Medication Assistant</li> <li>3.7 Licensure <ul style="list-style-type: none"> <li>3.7.1 NCLEX RN quarterly program updates</li> <li>3.7.2 NCLEX PN quarterly program updates</li> <li>3.7.3 <i>Ratification:</i> Exemption Review for Unpaid Nursing Practice Candidates</li> </ul> </li> <li>3.8 LPN/RN/APRN renewals</li> <li>3.9 Discipline <ul style="list-style-type: none"> <li>3.9.1 Discipline statistics/case activity report</li> <li>3.9.2 NLC case log</li> </ul> </li> <li>3.10 Academic and continuing education <ul style="list-style-type: none"> <li>3.10.1 <i>Ratification:</i> Approval of continuing education for contact hours</li> <li>3.10.2 Distance education programs and student updates</li> <li>3.10.3 Faculty Developmental Program updates</li> <li>3.10.4 Education Program Survey Schedule Spring 2020 update</li> <li>3.10.5 Notification from the U.S. Department of Education Regarding State Agency Recognition: Change of Date for Submission of Petition (February 1, 2020) for the NDBON Focused Survey for Review and Consideration at the Winter 2022 National Advisory Committee on Institutional Quality and Integrity (NACIQI)</li> <li>3.10.6 Concordia College-Moorhead, MN, Department of Nursing, BAN Program, Notification of change in program administration, interim sabbatical coverage, and related substantive change submitted to Commission on Collegiate Nursing Education (CCNE)</li> <li>3.10.7 Rasmussen College Notification of Change in Name of College</li> </ul> </li> </ul>			

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**The meeting recessed for 10 minutes break 10:00-10:15**

**Recessed for lunch 12:35 – 1:00pm**

**Adjourned at 3:45pm motioned by Johnson and second by J Hammer. on 01/23/2020.**

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Stacey Pfenning, DNP, APRN, FNP, FAANP

North Dakota Board of Nursing Executive Director

Approved by ND Board of Nursing 03/23/3030