Call to Order: April 27, 2023, at 9:05 a.m. - NDBON Board Conference Room - Video Conference and 919 S 7th Street, Suite 504, Bismarck, ND

Roll Call: Quorum declared with 8 members present.

Kevin Buettner, APRN Member, President Wendi Johnston, LPN Member Vice President Jamie Hammer, RN Member, Treasurer Cheryl Froelich, Public Member Melodi Krank, RN Member

Julie Dragseth, LPN Member Maggie Seamands, RN Member Dana Pazdernik, RN Member

Absent: Michael Hammer, RN Member

Staff Present:

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

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

SAAG: Nicholas Simonson and Brian Bergeson available for select agenda items.

Other individuals were present for all or portions of the meeting via webinar.

Agenda Item	Discussion	Motion	Roll Call Vote
1.1 Conflict of Interest	President Buettner provided a summary of the ND		
Statement	Ethics Commission conflict of interest law and rules.		
1.2 Consent Agenda	Reviewed the consent agenda.	J. Hammer motioned; Froelich seconded	Buettner, yes; Dragseth, yes;
		to:	Froelich, yes; J. Hammer, yes; M.
			Hammer, absent; Johnston, yes;
		Adopt the consent agenda as	Krank, yes; Pazdernik, yes;
		presented.	Seamands, yes.
			8 Yes, 0 No, 1 absent
			Motion carried
1.3 Agenda	Reviewed agenda. Additions and removal of agenda	Krank motioned; Johnston seconded to:	Buettner, yes; Dragseth, yes;
	items provided.		Froelich, yes; J. Hammer, yes; M.
		Approve the agenda with the	Hammer, absent; Johnston, yes;
		following additions: 4.2.1 FY 2023	Krank, yes; Pazdernik, yes;
		Amended Expense Budget; 8.4 Public	Seamands, yes.
		Forum Policy revisions; and 9.2.3	8 Yes, 0 No, 1 absent
		NDBON Social Media; Remove 10.3.2	Motion carried
		and move 10.3.3 to 10.3.2 timeslot for	
		appearance.	
1.4 Public Forum 9:11	Public Forum presentations from Raumi Kudrna, VP		
am - 9:53 am	Patient Care Services CHI-St. Alexius regarding On		
	Job Training (OJT) for surgical techs, Roseann		

	Pena, Division VP Perioperative Services CHI Health regarding OJT of surgical techs, Trudy Riehl, Surgical Technology Program Director BSC regarding concerns related to OJT of surgical techs. Olufemi (Gabriel) Ekisola, RN addressed the Board regarding his disciplinary action.		
2.1 Meeting Minutes- January 26, 2023	Reviewed draft January 26, 2023, meeting minutes. No corrections identified.	Seamands motioned; Pazdernik seconded to: Approve the minutes of the January 26, 2023, regular meeting as distributed.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
4.1 Strategic Plan Progress Report: July – December 2022	Discussed the July - December 2022 Strategic Plan Progress report.	Johnston motioned; Krank seconded to: Accept the July-December 2022 Strategic Plan Progress Report as distributed.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
4.2 Financial statements	J. Hammer provided an overview of current FY 2023 income and expenses, including an update on the IRS appeal and refund/resolution as reviewed and confirmed by SAAG Simonson and Eide Baily.		
4.2.1 FY 2023 Amended Expense Budget	Frovarp described the FY 2023 expense budget amendment request for the following: Staff expenses; phone expense due to carrier transition; legal counsel due to contested cases/discipline; and consultant for payroll outsourcing and migration from Sage BusinessWorks to QuickBooks. This is the second amendment to FY 2023 budget; a July 2022 amendment added 1 FTE.	Johnston motioned; Froelich seconded to: Approve the FY 2023 amended expense budget as distributed.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
4.3 Finance Committee Draft Meeting Minutes – April 24, 2023 (FC only)	Reviewed draft of Finance Committee April 24, 2023, meeting minutes. J. Hammer requested the inclusion of a line item which allots for migration of data fee to ORBS which was discussed but not incorporated into the FC's final approved FY 2024 budget.	J. Hammer motioned; Pazdernik seconded that the Finance Committee: Approve the April 24, 2023, minutes with the following amendments to the final proposed budget for FY 2024: \$2,055,705 projected income and \$1,983,425 projected expenses to include the migration of data fee of \$120,000 for the transition to ORBS; and which includes \$91,050	Buettner, yes; Dragseth, yes; J. Hammer, yes; 3 Yes, 0 No, 0 absent Motion carried

		designated for nursing education loans.	
4.4 Proposed Income FY 2024	J. Hammer provided an overview of the proposed income and comparison for the previous fiscal year. Pertinent documents provided to the Board for review.	Finance Committee motioned; Krank seconded to: Accept the Finance Committee recommendations to approve the proposed income for FY 2024.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
4.5 Proposed Expenses FY 2024 (Salary, technology, Nursing Education Loan Categories)	J. Hammer provided an overview of the proposed expenses and comparison from the previous fiscal year. Pertinent documents provided to the Board for review.	Finance Committee motioned; Pazdernik seconded to: Accept the Finance committee recommendations to approve the proposed expenses for FY 2024 to include the salary; technology/ORBS which includes migration of data from Albertsons Big Picture; and Nursing Education Loan categories as proposed.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
4.5 Nursing Education Loan Disbursement	The finance committee proposed Nursing Education Load Disbursement. Pertinent documents provided to the Board for review.	Finance Committee motioned; Krank seconded to: Accept the Finance Committee recommendation to approve the Nursing Education Loan disbursement of \$110,000 in FY 2024 to reflect fees received in FY 2023 plus additional funds reflecting a portion of the remaining balance from the reduced disbursements FY 2021.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
4.6 Proposed Budget FY 2024	The finance committee proposed FY 2024 budget to include migration of data fee and designation for nursing education loan. Pertinent documents provided to the Board for review.	Finance Committee motioned; Johnston seconded to: Accept the Finance Committee recommendations to approve the final proposed budget for FY 2024: \$2,055,705 projected income and \$1,983,425 projected expenses to include the migration of data fee of \$120,000 for the transition to ORBS; and which includes \$91,050 designated for nursing education loans.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried

5.2.1 North Dakota State College of Science, ASN and ADN Programs: NCLEX Pass Rate Progress Report	Pertinent documents provided to the board; nursing education committee provided recommendation; no further discussion.	Nursing Education Committee motioned; Johnston seconded: Find the progress report submitted by the Nurse Administrator for the North Dakota State College of Science, associate degree Registered Nurse Education Program addressing the issue of continued compliance with NDAC 54-03.2-07-01. Performance of Graduates on Licensing Exam meets the NDBON reporting requirements; and requires the Program Nurse Administrator to submit a quarterly progress report to the Board addressing efforts to maintain compliance July 3, 2023.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
5.3.1 North Dakota State College of Science, AD RN Programs, request for addition of a degree, LPN to RN AAS degree for one year certificate/diploma practical nurses.	Pertinent documents provided to the board; nursing education committee provided recommendation; no further discussion.	Nursing Education Committee motioned; Seamands seconded: Approve the request for the addition of a LPN to RN AAS degree, for North Dakota State College of Science associate degree RN programs, as the programs have full approval, and the changes comply with NDAC 54-03.2-06-02. Programmatic Changes.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
5.3.2 North Dakota State College of Science, PN Programs, request for for change of degree offered, AAS to diploma practical nursing degree, overall curriculum design revision, change in overall credit hours required for program completion.	Pertinent documents provided to the board; nursing education committee provided recommendation; no further discussion.	Nursing Education Committee motioned, Krank seconded: Approve the request for change of a degree offered, the AAS practical nursing degree to Diploma practical nursing degree, overall curriculum design revisions, and change in overall credit hours (reduction to 42 credits) required for program completion for North Dakota State College of Science, PN programs, as the programs have full approval, and the changes comply with NDAC 54-03.2-06-02. Programmatic Changes.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried

5.3.3 University of Mary, Division of Nursing, BSN Programs, request for overall curriculum design revisions and change in overall credits required for program completion (reductions of 2 credits).	Pertinent documents provided to the board; nursing education committee provided recommendation; no further discussion.	Nursing Education Committee motioned; Froelich seconded: Approve the request for overall curriculum design revisions and change in overall credit hours (reduction of 2 credits) required for program completion for the University of Mary, Division of Nursing, BSN programs, as the programs have full approval, and the changes comply with NDAC 54-03.2-06-02. Programmatic Changes.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
5.3.4 University of Mary, Division of Nursing, Doctor of Nursing Practice, Family Nurse Practitioner Program, Request for Course Addition	Pertinent documents provided to the board; nursing education committee provided recommendation; no further discussion.	Nursing Education Committee motioned; Seamands seconded: Approve the request for the addition of new course NUR 853 for the University of Mary, Division of Nursing, DNP, Family Nurse Practitioner Program, as the program has full approval, and the changes comply with NDAC 54-03.2-06-02. Programmatic Changes.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
5.3.5 University of Mary, Division of Nursing,BSN Program, request for enrollment increase, greater than 8 students/ 25% of current admission (40 seats)	Pertinent documents provided to the board; nursing education committee provided recommendation; no further discussion.	Nursing Education Committee motioned; Pazdernik seconded: Approve the request for enrollment increase of 40 seats for the University of Mary, Division of Nursing, BSN Programs, as the programs have full approval, and the change complies with NDAC 54-03.2-06-02. Programmatic Changes.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
5.3.6 Dakota Nursing Program consortium, Dakota College of Bottineau, practical nurse program, request for deletion of Jamestown ND satellite site	Pertinent documents provided to the board; nursing education committee provided recommendation; no further discussion.	Nursing Education Committee motioned; Seamands seconded: Approve the request for deletion of the satellite site in Jamestown, ND for the Dakota Nursing Program Consortium, Dakota College at Bottineau, practical nurse program, as the program has full approval, and	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried

		the change complies with NDAC 54- 03.2-06-02. Programmatic Changes.	
5.3.7 Dakota Nursing Program Consortium, Lake Region State College, practical nurse program, request for addition of satellite site in Jamestown, ND	Pertinent documents provided to the board; nursing education committee provided recommendation; no further discussion.	Nursing Education Committee motioned; Johnston seconded: Approve the request for addition of the satellite site in Jamestown, ND for the Dakota Nursing Program Consortium, Lake Region State College, practical nurse program, as the program has full approval, and the change complies with NDAC 54-03.2-06-02. Programmatic Changes.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
5.3.8 Dakota Nursing Program consortium, Bismarck State College, AND Program, request for addition to satellite site in Hettinger, ND	Pertinent documents provided to the board; nursing education committee provided recommendation; no further discussion.	Nursing Education Committee motioned; Krank seconded: Approve the request for addition of the satellite site in Hettinger, ND for the Dakota Nursing Program Consortium, Bismarck State College, associate degree RN program, as the program has full approval, and the change complies with NDAC 54-03.2-06-02. Programmatic Changes.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
5.5.1 NDBON Recognized Distance Nursing Education Program Rasmussen University, Moorhead, MN, AND RN Program: Request to utilize BSN, RN enrolled in graduate program as clinical faculty spring 2023- summer 2024	Pertinent documents provided to the board; nursing education committee provided recommendation; no further discussion.	Nursing Education Committee motioned; Seamands seconded: Approve the request from the Rasmussen University, Moorhead, MN, ADN RN Program that allows the use of a BSN-prepared RN enrolled and making progress in a graduate program for clinical practice instruction Spring 2023 Quarter through Summer 2024 Quarter as the program holds NDBON Annual Recognition, complies with NDCC 43-12.1-17. Nursing Education Programs, Section 1. and the Request Aligns with NDAC 54-03.2-04-08 Employment of Academically Unqualified Faculty, Subsection 3. Other Circumstances as Approved by the Board.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried

5.5.2 U.S. DOE Recognition renewal for NDBON: Consideration of discontinuing	Buchholz briefed the NEC about the US Department of Education (DOE) notifying the NDBON in February 2023 of plans to move the agency's petition for recognition request consideration up by one session to the Summer 2025. NDBON recognition is valid May 2022-May 2026. The next petition report is due mid-August 2023. Buchholz sought clarification about the DOE rationale for the change. New DOE policies now require 2 years for the review process for recognized state agencies. These new requirements make the process very labor and time intensive and less applicable to a state nursing regulatory agency. The DOE acknowledged they have received similar feedback from two of the other recognized BONs (total 5 recognized). The DOE directed that if continued recognition was no longer relevant, the agency could formally request withdrawal from recognition or allow it to lapse. The NEC deliberated, and agreed the recommendation to allow expiration to lapse was most reasonable.	Nursing Education Committee motioned; Krank seconded: Submit a formal request to the U.S. Department of Education to allow recognition of the NDBON as a state approval agency for nursing education to lapse, with expiration of recognition to occur May 2026.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
5.5.3 FY 2022 NDBON Nursing Education Report	Buchholz provided an overview of the collaborative survey process with NCSBN implemented for the FY 2022 Annual Nursing Education Report data collection. The survey link for the report was sent to all ND nurse administrators on September 15 th and closed October 26 th . The final aggregate data report was provided by NCSBN on January 3 rd , 2023. Work on the new report version began mid-January to end of March. Final Draft of the report was sent to nurse administrators on March 24 th for review to verify data. To date all programs have provided feedback.	Froelich motioned; Johnston seconded to: Approve the FY 2022 NDBON Nursing Education Annual Report.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
6.1 Emergency Limited License	Bentz discussed the utilization of the Emergency Limited License Reactivation that was extended for approval by the Board in October 2022. Has been utilized by nine nurses and five of those nine have fully reactivated. No issues have been identified related to this.	Krank motioned; Johnston seconded to: Approve the continuance of the Emergency Limited License until April 2024; and accept the 120 hours of supervised clinical practice verified by employer as meeting 54-02-05-05 (3,g) "other evidence the licensee wishes to submit which would provide proof of nursing competence" allowing the nonpracticing nurse to apply for reactivation.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried

6.2 General Orientation prior to temporary permit/licensure	Bentz noted that no issues have been identified with allowing general orientation prior to temporary permit/licensure.	Johnston motioned; J. Hammer seconded to: Approve the continued allowance of facility general orientation (not nursing orientation) and work in other non-nursing roles prior to completing temporary permit requirements and issuance until April 2024.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
7.1 Legislative Update	SAAG Simonson provided a legislative update on bills NDBON was monitoring, including SB 2184 (Healthcare Transparency Bill), 2184 (Uniform Licensure Regulation), SB 2449 (Move boards to Dept of Labor), SB 2337 (Move boards to OMB), and SB 2296 (ALJ proceedings for Boards), as well as the Board's own ATD bill SB 2114.		
7.1.1 ND Nurse Practices Act Amendment	Information shared that the 68 th Legislative Assembly passed the Board of Nursing's ATD bill (SB2114) and the bill was signed by the Governor.		
7.1.2 NDAC Rules: Independent Credentials Review for Internationally/foreign Educated Applicants	Draft rules related to credentials evaluations for internationally educated nurses were discussed and revisions of NDAC Sections 54-02-01-07, Transcript; 54-02-06-01, Application and Fees; and 54-02-06-03.1 Military spouses-Licensure were introduced. This included a repeal of section 54-02-01-09, Internationally educated applicants. These rules changes will be promulgated with the Alternative to Discipline program rules after the July 2023 Board meeting.	Krank motioned; Dragseth seconded to: Approve the following NDAC Title 54 draft rule revisions related to independent credentials review for international/ foreign educated applicants and military spouses: • Revisions: Sections 54-02-01-07. Transcript; 54-02-06-01. Application and fee; and 54-02-06-03.1. Military spouses – Licensure; and • Repeal: Section 54-02-01-09. Internationally educated applicants. And direct staff to align rule promulgation with the pending Alternative to Discipline rules.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
7.1.2 NDAC Rules: Alternative to Discipline	Draft rules of the Alternative to Discipline program were discussed and reviewed. The ATD committee will work with Board staff and SAAG to complete these rules and prepare them for review at the July 2023 Board meeting. These rules will be	Froelich motioned; Krank seconded to: Direct the ATD committee, SAAG, and staff to explore and draft initial rules for the alternative to Discipline program to meet the mandated	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent

	promulgated with the Credentials Evaluation rules after the July 2023 Board meeting.	enacted as amendments to sections 43-12.1-02 (2) and 43-12.1-08 (p) during the 68 th Legislative Assembly; and draft rules to be considered by the NDBON at the July regular board meeting.	Motion carried
7.2.1 Fluoroscopy Revisions	Staff discussed the need for current Fluoroscopy statement to include language regarding noncompliance with Board requirements. Discussion included requiring the candidate to complete requirements within one (1) year of the Board's decision. The candidate may request a onetime extension of that time frame in writing if needed.	J. Hammer motioned; Pazdernik seconded to: Support the revised "Joint Position Statement for the APRN Supervising/Performing Fluoroscopy" with amendments to provide a plan for noncompliance with Board requirements.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
8.1 Board membership terms	M. Hammer has served two full terms on the NDBON. Dragseth is up for reappointment; she plans to consider the obligation and notify Pfenning of ability to serve an additional term.		
8.2 Governance Manual Update	Governance Manual was updated to include conflict of interest definitions per ND Ethics Commission, noting the Governance Manual serves as NDBON's bylaws.	J. Hammer motioned; Seamands seconded to: Approve the revisions to the Governance Manual to include alignment with the ND Ethics Commission per Century Code Title 115; and to provide for a Strategic Planning Committee as distributed.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
8.3 Strategic Planning Committee member appointment	A Strategic Planning Committee was added to the Governance Manual to provide a definition of the committee and proposed structure. Buchholz provided an overview of preliminary work completed on strategic plan, noting committee would need to meet approximately three times.	Krank motioned; J. Hammer seconded to: Appoint the Vice Chair and up to two additional members to the Strategic Planning Committee effective May 1, 2023, as follows: • Wendi Johnston: Chair (Vice President) • Cheryl Froelich • Melodi Krank	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
8.4 Public Forum Policy Revisions	Revisions to the Public Forum policy reviewed with SAAG. Compliance and discipline matters are not to be included in Public Forum testimonies, as they belong within the Compliance processes.	Seamands motioned; Dragseth seconded to: Approve the proposed Public Forum policy revisions as distributed.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes.

			8 Yes, 0 No, 1 absent Motion carried
9.1.1 Position Description Updates	Pfenning provided staff updates including promotions and movements within the office to ensure optimal efficiencies with the recent staff member transitions. Bentz was promoted to Administrative Services and Licensing Director, Lund moved to Associate Director for Practice, Hahn to continue as Team Lead for Administrative Services. Position descriptions reviewed.	Krank motioned; J. Hammer seconded to: Approve the following revised position descriptions; to be effective July 1, 2023: Executive Director Administrative Services and Licensing Director Associate Director for Practice Associate Director for Compliance Administrative Services Team Lead	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
9.1.2 Organization chart FY 2024	Pfenning reported changes to the organizational structure over the past several years due to retirements, change of FTE to accommodate workload, and position revisions. Proposed updated organizational chart discussed.	Seamands motioned; Froelich seconded to: Approve the organization chart for FY 2024; to be effective July 1, 2023, as distributed.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
9.2.1 NDDHHS Practitioner Data Collaborative	NDIT Project Manager Craig Hovet and NDDHHS Primary Care Office Director provided a summary of the project, end use and data needs to complete project, noting NDDHHS wishes to create a platform to identify healthcare coverage gaps across ND. SAAG Simonson participated in discussion and advising of the Board during agenda item.	Buettner motioned, J. Hammer seconded to: Amend to further direct staff to coordinate with NDHSS regarding Data Collaborative Analytics Project/open record requests and present request at July 2023 board meeting.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
9.2.2 ORBS and website Update	Martin provided operations update, noting staff participated in multiple ORBS demos with NCSBN staff and ARBON. Preliminary work on new NDBON website has begun by identifying needs and capabilities to optimize website search engine optimization while leveraging AI chatbots to assist with common questions. Martin also discussed automations implemented to assist with workloads for NDBON divisions in addition to offboarding obsolete IT equipment to free up office space.		
9.2.3 NDBON Social Media	Discussed implementation of social media presence for the NDBON to provide an additional resource for sharing information in a timely manner with public	J. Hammer motioned; Seamands seconded to:	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes;

	and licensees. Martin to work with staff to develop policy and procedures and consider platforms for social media.	Approve staff development, implementation, and management of social media platforms as an additional means to provide resources and up-to-date BON actions and activities to the public; and develop policies to provide direction for social media management. Staff to report updates to the Board at regular meetings.	Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
10.3 Executive Session 1:10pm	Agenda items 10.3.1 and 10.3.2 include personal health information which requires an executive session. The executive session began at 1:10 pm and was attended by Board Members as indicated on roll call attendance, Board staff (Pfenning, Hanson, Bentz, Lund, and Martin), and the licensee (individually for an assigned period during the respective agenda item discussion).	Johnston motioned; J. Hammer seconded to: Hold an Executive Session to consider the following agenda items according to NDCC Section 44-04-18.1: 10.3.1 MARCIE HELLER 10.3.2 MARY DUTTON	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
10.3.1 Request for Reinstatement – Marcie Heller, RN R34484, L12341	Convened in open meeting to consider Marcie Heller's request for reinstatement. NDBON then entered an Executive Session, according to NDCC Section 44-04-18.1, to discuss any closed, confidential, or exempt information. Ms. Heller presented in person. The Compliance Advisory Council recommendation of reinstatement to a three-year encumbrance was reviewed. NDBON reconvened in open meeting for discussion and voting.	J. Hammer motioned; Johnston seconded to: Grant reinstatement of Marcie Heller's RN license to encumbered status for three (3) years with terms and conditions of the encumbrance as established by the Board and as set out in the Board Order as she has fulfilled all requirements for reinstatement.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
10.3.2 Request for Reinstatement – Mary Dutton, LPN L16497	Convened in open meeting to consider Mary Dutton's request for reinstatement. NDBON then entered an Executive Session, according to NDCC Section 44-04-18.1, to discuss any closed, confidential, or exempt information. Ms. Dutton presented in person. The Compliance Advisory Council recommendation of reinstatement to a three-year encumbrance was reviewed. NDBON reconvened in open meeting for discussion and voting.	Johnston motioned; Krank seconded to: Grant reinstatement of Mary Dutton's RN license to encumbered status for three (3) years with terms and conditions of the encumbrance as established by the Board and as set out in the Board Order as she has fulfilled all requirements for reinstatement.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
10.3 Executive Session Adjourn	Adjourned executive session at 1:38 pm and meeting opened to public onsite and videoconference.	Johnston motioned; Krank seconded to:	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes;

10.6 Neutral Reviewer-	Per North Dakota Ethic Commission rules, NDBON board of directors serves as neutral reviewer to vote	Adjourn the Executive Session and open the meeting to the public at 1:38 pm Johnston motioned; Krank seconded to:	Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried Buettner, yes; Froelich, yes; J. Hammer, yes; M. Hammer,
Consideration of Recusal related to Smith Surrender	on if a conflict of interest exists. Dragseth would not participate in neutral reviewer vote nor be included in vote tally.	Deny that a conflict of interest exists and the Board denies the request for recusal of Julie Dragseth from deliberation and voting for Agenda Item 10.6.1.	absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 7 Yes, 0 No, 1 absent Motion carried
10.6 Surrenders 10.6.1 Kacie Smith, RN R51002	Kacie Smith signed and submitted a surrender, seeking the NDBON's consideration and approval of the terms of her surrender. Executive Director Pfenning approved and signed the Surrender on February 21, 2023. NDBON reviewed and discussed the facts and terms of the surrender.	Krank motioned; Froelich seconded to: Ratify the acceptance of the terms of the surrender as a final order of the Board for the following individual(s): Smith, Kacie, R51002, Topock, AZ, \$800 penalty fee;	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
10.6.2 Elizabeth Jenkins, APRN R49991 RN MO PTP RN2010026812	Elizabeth Jenkins signed and submitted a surrender, seeking the NDBON's consideration and approval of the terms of her surrender. Executive Director Pfenning approved and signed the Surrender on April 13, 2023. NDBON reviewed and discussed the facts and terms of the surrender.	Jenkins, Elizabeth, APRN (R49991), MO PTP RN (RN2010026812), Lees Summit, MO, \$900 penalty fee	
10.7.1 Stipulation for Settlement – Falsification of Application – Shalonda Myles, RN Endorsement Applicant	A Stipulation for Settlement was received from Shalonda Myles, RN, Endorsement Applicant, seeking the NDBON's consideration and approval of its terms. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (1)(2)(4) and NDAC 54-02-07-01.1 (7).	J. Hammer motioned; Froelich seconded to: Accept the terms of the proposed Stipulation for Settlement for Shalonda Myles, RN and enter its order to: Issue a Reprimand; Assess \$1,400 penalty plus costs and disbursements; and; Other terms as set out in Board order.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
10.8.1 Stipulation for Settlement – Dara Lei Moline, RN R42170, L14721	PVR received on 01/17/2023 from Maple Manor Care Center in Langdon, ND. DOE at Maple Manor: 08/13/21 to 12/31/2022. Employment terminated. Allegations r/t diversion of narcotics. NDBON reviewed and discussed the facts and terms of the	J. Hammer motioned; Krank seconded to: Accept the terms of the proposed Stipulation for Settlement for Dara Lei Moline, RN and enter its order to:	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent

	Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(8)(9).	 Suspend the license for three years; Assess \$2,000 penalty plus costs and disbursements; and; Other terms as set out in Board order. 	Motion carried
10.8.2 Stipulation for Settlement – Anna Sebastian-Wilson, RN R47306	PVR received on 10/18/2022 from Prairie St. John in Fargo, ND. DOE at Prairie St. John: 07/23/2018 to 10/06/2022. Employment terminated. Allegations r/t Allegations r/t substance use and inappropriate relations with a patient. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(8)(17)(19).	Krank motioned; Seamands seconded to: Accept the terms of the proposed Stipulation for Settlement for Anna Sebastian-Wilson, RN and enter its order to: Suspend the license for an indefinite period; Assess \$2,000 penalty plus costs and disbursements; and; Other terms as set out in Board order.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
10.8.3 Stipulation for Settlement- Samantha Lindgren, RN R45631	Self-report received 11/21/2022 and PVR received on 11/21/2022 from Sanford Home Health in Fargo, ND. DOE at Sanford Home Health: 04/14/2018 to 11/18/2022. Employment terminated. Allegations r/t falsified patient assessment and documentation. NDBON 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)(8).	J. Hammer motioned; Johnston seconded to: Accept the terms of the proposed Stipulation for Settlement for Samantha Lindgren, RN and enter its order to: Issue a Reprimand; Assess \$700 penalty plus costs and disbursements; and Other terms as set out in Board order.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
10.8.4 Stipulation for Settlement- Jennifer Napora, APRN R30438	PVR received on 02/28/2023 from an anonymous source. Self-employed at her business Beyond Healthcare in Minot, ND which opened 01/ 2022. She was employed as an APRN at Lakeview Health Clinic in Minot, ND from 01/2020 or 02/2020 to 12/2021. Allegations r/t a criminal complaint filed against Respondent in Ward County District Court on 02/15/ 2023 with the following criminal charges: four counts of Reckless Endangerment – Extreme Indifference, a Class C Felony; one count of Conspiracy to Deliver a Controlled Substance – Schedule II Opiate, a Class B Felony; and one count of Conspiracy to Deliver a Controlled Substance, a	Seamands motioned; Pazdernik seconded to: Accept the terms of the proposed Stipulation for Settlement for Jennifer Napora, APRN and enter its order to: • Suspend her authority to prescribe controlled substances as an APRN for an indefinite period; • Assess \$3,600 penalty plus costs and disbursements; and;	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried

10.8.5 Stipulation for Settlement- Julie Kruger, LPN L13274	Class Felony. The charges primarily relate to Respondent's prescription practices NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (1)(3)(5) and NDAC 54-02-07-01.1 (5)(6)(8). PVR received on 12/12/2022 from CaringEdge Home Health & Hospice, Bismarck, ND. DOE at CaringEdge: DOE: 12/07/2020 to 12/12/202. Resigned from employment. Allegations r/t fraudulently completing a home health visit note for a patient. NDBON 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).	Other terms as set out in Board order. J. Hammer motioned; Krank seconded to: Accept the terms of the proposed Stipulation for Settlement for Julie Kruger, LPN and enter its order to: Issue a Reprimand; Assess \$600 penalty plus costs and disbursements; and; Other terms as set out in Board	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
10.8.6 Stipulation for Settlement- Stacie Janke, RN R38828	PVR received on 01/25/2023 from Dickinson Adult Detention Center, in Dickinson, ND. DOE at Dickinson Adult Detention Center: 09/10/2020 to 01/24/2023. Employment terminated. Allegations r/t a being under the influence of alcohol while working. NDBON 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)(12).	order. Krank motioned; Seamands seconded to: Accept the terms of the proposed Stipulation for Settlement for Stacie Janke, RN and enter its order to: Encumber the license for one year; Assess \$700 penalty plus costs and disbursements; and; Other terms as set out in Board order.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
10.8.7 Stipulation for Settlement- Shannon Kackman, LPN L12503	PVR received on 11/17/2023 from Dakota Estates in Lidgerwood, ND. DOE at Dakota Estates: 9/2020 to 11/2022. Employment terminated. Allegations r/t improper delegation of medications administration, missing controlled substances, had been working with inactive license, would leave without reporting to anyone. NDBON 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)(19).	Froelich motioned; Seamands seconded to: Accept the terms of the proposed Stipulation for Settlement for Shannon Kackman, LPN and enter its order to: Suspend the license for an indefinite period; Assess \$850 penalty plus costs and disbursements; and; Other terms as set out in Board order.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried
10.8.8 Stipulation for Settlement – Cheryll Simmons, APRN	PVR received on 01/19/2023 from the North Dakota Department of Health and Human Services, Medical Marijuana Division, Bismarck, ND. Allegations r/t	J. Hammer motioned; Johnston seconded to:	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes;

R41324	Marijuana Division, Bismarck, ND. Allegation r/t failure to meet requirements for medical marijuana certifications. NDBON 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).	Accept the terms of the proposed Stipulation for Settlement for Cheryl Simmons, APRN and enter its order to: Issue a Reprimand; Assess \$1,600 penalty plus costs and disbursements; and; Other terms as set out in Board order.	Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried	
10.8.9 Stipulation for Settlement – Carleen Gust, APRN R27879, L9071	PVR received on 02/28/2023 from the Aesthetic Center of Plastic Surgery in Bismarck, ND. DOE: 01/02/2020 to 11/16/2022. Resigned from employment. Allegations r/t deletion of patients' photos from their medical records. NDBON 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)(7)(8).	Johnston motioned; Pazdernik seconded to: Accept the terms of the proposed Stipulation for Settlement for Carleen Gust, APRN and enter its order to: Issue a Reprimand; Assess \$1,600 penalty plus costs and disbursements; and; Other terms as set out in Board order.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried	
10.9.1 Emergency Actions- No Board Action Required: Elizabeth Jenkins APRN R49991	ORDER OF EMERGENCY SUSPENSION: March 6, 2023- 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			
10.9.2 Emergency Actions- No Board Action Required: Jacquelene Holcomb, GA PTP LPN LPN053124	Cease and Desist Order: March 20, 2023- Respondent is ordered to CEASE AND DESIST from the practice of nursing in the state of North Dakota under any license, authority or privilege Respondent may currently or later have to practice nursing in the state of North Dakota, including pursuant to any multi-state nursing licensure compact with the Board, until such time as this Cease and Desist Order is retracted, modified or superseded by final disciplinary action by the Board or upon agreement between Respondent and the Board.			
10.9.3 Emergency Actions- No Board Action Required: Julie Haubenschild, RN R50627	Notice of Dismissal: April 13, 2023- The Notice and Complaint served upon Respondent on or about November 15, 2022 is dismissed without prejudice, and the Notice of Suspension served upon Respondent on or about February 15, 2022 is withdrawn without prejudice. The Board reserves the right to reassert the claims and seek relief set forth in both Notices if Respondent seeks to activate her ND RN license or seeks to practice in ND pursuant to any other license, privilege, or authority currently or hereafter.			

10.11.1 Draft Drug Screen Testing Policy	Reviewed proposed revisions to the Drug Screen Testing Policy. Revisions related to changing from specific pricing for various items listed in the policy that may change often, to more general language that fees are associated with the various items.	Johnston motioned; Krank seconded to: Approve the revised Drug Screen Testing Policy.	Buettner, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, absent; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes. 8 Yes, 0 No, 1 absent Motion carried		
Adjournment	Adjournment at 3:11 p.m.	Krank motioned; J. Hammer seconded:			
		Adjourn the meeting			
3.0 Consent Agenda (Ratifications and acknowledgements of requests and n		1		
3.1 Meetings,	conferences, committees-Board representation				
3.1.1	NLC Commission, NLC Annual meeting, NLC I				
3.1.2	NLC Compliance Committee-Hanson; NLC Re		C Policy Committee-Bentz		
3.1.3	NCSBN Leadership Succession Committee – I				
3.1.4]				
	ons to the Board				
3.2.1	Malpractice reports March 2023				
3.3 Legislativ					
	ed Assistive Person /Medication Assistant				
3.5 Licensure					
3.5.1	NCLEX RN quarterly statistics FY 2023				
3.5.2	NCLEX PN quarterly statistics FY 2023				
3.5.3 License Exception Review and Ratification 3.6 Discipline					
3.6 Discipline 3.6.1	Discipline statistics/case activity report				
3.6.2	NLC case log				
	and Continuing Nursing Education				
3.7.1	Ratification of approval for continuing education	n contact hours: January-March 2023			
3.7.2	Recognized Distance Nursing Education Programs student placements Spring 2023				
3.7.3					
3.7.4					
3.7.5	DNPC, Dakota College at Bottineau, ADN Program, CNEA-notification of focused site visit report				
3.7.6	DNPC, Williston State College, ADN Program, CNEA-notification of focused site visit report				
3.7.7	Next Generation NCLEX (NGN) Launch April 1, 2023				
3.7.8	CE Broker & NDBON completed licensure renewal CE audit				
3.8 Practice					
3.9 Board Committees/meetings/staff presentations/DNC/Staff updates					
3.9.1	President Buettner & Pfenning-UND presentation, March 22- "Nursing in ND from a Regulatory Perspective".				
3.9.2	Buchholz NCSBN Award video.				
3.9.3	Buchholz LSC presentation, March 29, NCSBN	Nildyear meeting.			

3.9.4 Pfenning NLC video March 27 Midyear meeting

Break from 10:08 am to 10:23 am.

Recessed for lunch from 12:18 pm to 1:05 pm

Stacey Pfenning, DNP, APRN, FNP, FAANP North Dakota Board of Nursing Executive Director Approved by ND Board of Nursing 07/2023