

**North Dakota Board of Nursing
Meeting Minutes – July 16-17, 2009**

Call to Order: July 16, 2009 at 8:30 a.m. – Board of Nursing Conference Room, 919 S 7th Street, Ste 504, Bismarck, ND.

Roll Call: Nine board members present as follows:

Nelson (Buzz) Benson, RN, President	Julie Traynor, RN, Vice-President
Charlene Christianson, RN, Treasurer	JoAnn Sund, RN
Daniel Rustvang, RN	Elizabeth Anderson, LPN
Melisa Frank, LPN	Hilary Kaisershot, LPN
Karen LaLonde, Public Member	

Staff Present:

Constance Kalanek, RN, Executive Director	Karla Bitz, RN, Associate Director
Patricia Hill, RN, Asst. Director for Practice & Discipline	Julie Schwan, Admin Services Coordinator
Linda Shanta, RN, Associate Director for Education	

Observers were present as indicated on the attached rosters.

MINUTES REFLECT ACTIVE AGENDA ITEMS THAT WERE REVIEWED AND DISCUSSED AT THE MEETING.

AGENDA	ACTION
Introduction – New Board Members	Governor Hoeven has appointed two new board members for four year terms. They are Karen LaLonde, Public Board Member from Bismarck and Hilary Kaisershot, LPN Board Member from Manning ND.
1.1 Consent Agenda	<i>Discussion:</i> The board reviewed the consent agenda. No items were identified for discussion. <i>Motion:</i> Anderson, seconded by Frank to: ADOPT THE CONSENT AGENDA AS PRESENTED. <i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.
1.2 Agenda	<i>Discussion:</i> The agenda was reviewed as distributed. Staff requested deletion of agenda item 3.4 Proposed Revisions to Bylaws. The item was accidentally carried over from the last agenda. <i>Motion:</i> Sund, seconded by Christianson to: APPROVE THE AGENDA AS AMENDED. <i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.
1.3 Open Forum 9:00 a.m.	No one was present to address the board during open forum.
2.1 May 14, 2009 Meeting Minutes	<i>Discussion:</i> The minutes of the May 14, 2009 meeting were reviewed. One correction was identified under agenda item 9.0 Program Monitoring Committee on page 9. The last sentence should read "The committee recommends not continuing audits unless there are major changes in staff or policy." <i>Motion:</i> Traynor, seconded by Rustvang to: APPROVE THE MINUTES OF THE MAY 14, 2009 MEETING AS AMENDED. <i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, abstain; LaLonde, abstain; Rustvang, yes; Sund, yes; Traynor, yes; 7 yes, 0 no, 2 abstain, 0 absent. Motion carried.
3.1 Financial Statements	Financial Statements through May 31, 2009 were reviewed. The board reviewed the comparison in actual expenditures to date from last year to this year. Actual Income is at 104% and actual expenses were at 92% of budgeted. The Fiscal Year financial statements will be distributed at the September meeting.
3.3 Committee Charges	<i>Discussion:</i> The board reviewed each committee and proposed charges for those committees for the upcoming fiscal year. <i>Motion:</i> Christianson, seconded by Traynor to: APPROVE THE PROPOSED COMMITTEE CHARGES FOR 2009-2010. <i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.
3.5 Management of Saving & Checking Acct	<i>Discussion:</i> The board reviewed and approved the following signature card authorizations for the board checking and savings accounts. No changes were made from the previous year. The board discussed the use of other banks for investments and the process involved. It was noted that convenience and location are the main considerations.

**North Dakota Board of Nursing
Meeting Minutes – July 16-17, 2009**

AGENDA ITEM	ACTION																																													
3.5 Management of Saving & Checking Acct (continued)	<p><i>Motion:</i> Sund, seconded by Traynor that: THE BOARD APPROVE THE MANAGEMENT OF THE FOLLOWING ACCOUNTS: KIRKWOOD BANK - MAIN CHECKING, KALANEK, HILL, BITZ, AND BOARD TREASURER KIRKWOOD SAVINGS: KALANEK AND BOARD TREASURER KIRKWOOD BANK- NFI CHECKING: KALANEK KIRKWOOD BANK NURSING NEEDS ACCT – SAVINGS - KALANEK BANK OF NORTH DAKOTA - NEL CHECKING: KALANEK, SHANTA BANK OF NORTH DAKOTA – MERCHANT ACCOUNT – KALANEK AND BOARD TREASURER DAKOTA COMMUNITY BANK, BND AND KIRKWOOD BANK - INVESTMENT/RESERVE FUNDS – KALANEK</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>																																													
3.6 Use of Reserve Funds for Fixed Assets	<p><i>Discussion:</i> Fixed assets are purchases over \$750.00 and are no longer considered an expense item in the budget, but are posted as an asset and depreciated. Staff requests the board approve the use of the reserve funds for fixed asset purchases when needed. The board will be informed of any fixed asset needs. A new copy machine purchase was approved in May with the budget. Staff indicate a file cabinet is needed that will slightly exceed the amount of \$750.00.</p> <p><i>Motion:</i> Traynor, seconded by Anderson to: APPROVE THE USE OF RESERVE FUNDS FOR FIXED ASSET PURCHASES WITH BOARD RATIFICATION AT THE NEXT MEETING.</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>																																													
4.1 Administrative Settlements – Practice	<p><i>Discussion:</i> Eight individuals have signed and submitted an administrative settlement for practice without a license/registration since the last meeting. Each was reviewed and considered by the Board.</p> <p><i>Motion:</i> Traynor, seconded by Sund to: ACCEPT THE ADMINISTRATIVE SETTLEMENTS FOR PRACTICE WITHOUT A LICENSE/REGISTRATION FOR THE FOLLOWING:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">NAME</th> <th style="text-align: left;">Lic/Reg #</th> <th style="text-align: left;">City, State</th> <th style="text-align: left;">Sanction</th> <th style="text-align: left;">Penalty Fee</th> </tr> </thead> <tbody> <tr> <td>Albrecht, Teresa</td> <td>97103 UAP</td> <td>Grafton, ND</td> <td>Reprimand</td> <td>\$200</td> </tr> <tr> <td>Bartels, Carissa</td> <td>UAP Applicant</td> <td>Fargo, ND</td> <td>Reprimand</td> <td>\$100</td> </tr> <tr> <td>Christensen, Krista</td> <td>104158UAP</td> <td>LaMoure, ND</td> <td>Reprimand</td> <td>\$500</td> </tr> <tr> <td>Elke, Karin</td> <td>100019UAP</td> <td>Fargo, ND</td> <td>Reprimand</td> <td>\$300</td> </tr> <tr> <td>Johnson, Jenny</td> <td>UAP Applicant</td> <td>Minot, ND</td> <td>Reprimand</td> <td>\$100</td> </tr> <tr> <td>Miller, Vickie</td> <td>99684UAP</td> <td>Garrison, ND</td> <td>Reprimand</td> <td>\$100</td> </tr> <tr> <td>Paulson, Amanda</td> <td>UAP Applicant</td> <td>Nisula, MI</td> <td>Reprimand</td> <td>\$200</td> </tr> <tr> <td>Rising, Audrey</td> <td>UAP Applicant</td> <td>Wilton, ND</td> <td>Reprimand</td> <td>\$750</td> </tr> </tbody> </table> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>	NAME	Lic/Reg #	City, State	Sanction	Penalty Fee	Albrecht, Teresa	97103 UAP	Grafton, ND	Reprimand	\$200	Bartels, Carissa	UAP Applicant	Fargo, ND	Reprimand	\$100	Christensen, Krista	104158UAP	LaMoure, ND	Reprimand	\$500	Elke, Karin	100019UAP	Fargo, ND	Reprimand	\$300	Johnson, Jenny	UAP Applicant	Minot, ND	Reprimand	\$100	Miller, Vickie	99684UAP	Garrison, ND	Reprimand	\$100	Paulson, Amanda	UAP Applicant	Nisula, MI	Reprimand	\$200	Rising, Audrey	UAP Applicant	Wilton, ND	Reprimand	\$750
NAME	Lic/Reg #	City, State	Sanction	Penalty Fee																																										
Albrecht, Teresa	97103 UAP	Grafton, ND	Reprimand	\$200																																										
Bartels, Carissa	UAP Applicant	Fargo, ND	Reprimand	\$100																																										
Christensen, Krista	104158UAP	LaMoure, ND	Reprimand	\$500																																										
Elke, Karin	100019UAP	Fargo, ND	Reprimand	\$300																																										
Johnson, Jenny	UAP Applicant	Minot, ND	Reprimand	\$100																																										
Miller, Vickie	99684UAP	Garrison, ND	Reprimand	\$100																																										
Paulson, Amanda	UAP Applicant	Nisula, MI	Reprimand	\$200																																										
Rising, Audrey	UAP Applicant	Wilton, ND	Reprimand	\$750																																										
4.3 Voluntary Surrender	<p><i>Discussion:</i> One individual has signed and submitted a voluntary surrender, seeking the Board's consideration and approval of its terms. The board reviewed and discussed the facts and terms of the Voluntary Surrender.</p> <p><i>Motion:</i> Traynor, seconded by Christianson to: APPROVE AND ACCEPT THE PROPOSED VOLUNTARY SURRENDER AS A FINAL ORDER OF THE BOARD FOR THE FOLLOWING INDIVIDUAL.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Name</th> <th style="text-align: left;">Lic/Reg #</th> <th style="text-align: left;">City, State</th> <th style="text-align: left;">Penalty Fee</th> </tr> </thead> <tbody> <tr> <td>Pickering, Arden</td> <td>102300UAP</td> <td>Kenmare, ND</td> <td>\$100</td> </tr> </tbody> </table> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>	Name	Lic/Reg #	City, State	Penalty Fee	Pickering, Arden	102300UAP	Kenmare, ND	\$100																																					
Name	Lic/Reg #	City, State	Penalty Fee																																											
Pickering, Arden	102300UAP	Kenmare, ND	\$100																																											
4.41 Stipulation for Settlement – Shirley Mitchell, L10865	<p><i>Discussion:</i> A Stipulation for Settlement was received from Shirley Mitchell, 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).</p> <p><i>Motion:</i> Anderson, seconded by Rustvang to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR SHIRLEY MITCHELL, LPN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$600 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>																																													

**North Dakota Board of Nursing
Meeting Minutes – July 16-17, 2009**

AGENDA ITEM	ACTION
4.42 Stipulation for Settlement – Sherry Slama, L7728	<p><i>Discussion:</i> Traynor recused from this agenda item. A Stipulation for Settlement was received from Sherry Slama, LPN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(7).</p> <p><i>Motion:</i> Sund, seconded by Christianson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR SHERRY SLAMA, LPN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ENCUMBER THE LICENSE FOR ONE YEAR; ◆ ASSESS A \$600.00 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, recuse. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.43 Stipulation for Settlement – Lori Bartnick. L8893	<p><i>Discussion:</i> Benson recused from this agenda item, Traynor assumed the chair. A Stipulation for Settlement was received from Lori Bartnick, 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 (6) and NDAC 54-02-07-01.1 (9).</p> <p><i>Motion:</i> Rustvang, seconded by Frank to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR LORI BARTNICK. LPN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$500.00 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER. <p><i>Roll call vote:</i> Anderson, yes; Benson, recuse; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.44 Stipulation for Settlement – Cynthia Benson, R26631	<p><i>Discussion:</i> A Stipulation for Settlement was received from Cynthia Benson, 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 (5) and NDAC 54-02-07-01.1 (9).</p> <p><i>Motion:</i> Traynor, seconded by Anderson to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR CYNTHIA BENSON, RN, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$500.00 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, recuse; Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.</p>
4.45 Stipulation for Settlement – Mary Holden, LPN Applicant	<p><i>Discussion:</i> A Stipulation for Settlement was received from Mary Holden, LPN Applicant, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (4).</p> <p><i>Motion:</i> Sund, seconded by Traynor to: ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR MARY HOLDEN, LPN APPLICANT, AND ENTER ITS ORDER TO:</p> <ul style="list-style-type: none"> ◆ ISSUE A REPRIMAND; ◆ ASSESS A \$500.00 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
4.61 Default Hearing – Suellyn Medley, L5920 July 16, 2009 @ 9:15 a.m.	<p><i>Discussion:</i> Brian Bergeson, SAAG, was present for this agenda item via phone for a default hearing for Suellyn Medley, LPN. A complaint was filed against Suellyn Medley for violation of NDCC 43-12-1-14(1)(3)(5)(6) and NDAC 54-02-07-01.1 (5)(6)(7). Bergeson explained that the respondent failed to respond or appear to answer to the allegations 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 disciplinary review panel 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>

**North Dakota Board of Nursing
Meeting Minutes – July 16-17, 2009**

AGENDA ITEM	ACTION
4.61 Default Hearing – Suellyn Medley, L5920 (continued)	<p><i>Motion:</i> Sund, seconded by Traynor that: THE RESPONDENT HAS DEFAULTED; THE FACTS IN THE CASE AGAINST SUELLYN MEDLEY, LPN, HAVE BEEN PROVEN BY A PREPONDERANCE OF THE EVIDENCE, THE ALLEGATIONS OF THE COMPLAINT DULY REFLECT VIOLATION OF NDCC 43-12.1-14 (1)(3)(5)(6) AND NDAC 54-02-07-01.1 (5)(6)(7). THE BOARD ENTER IT'S ORDER TO:</p> <ul style="list-style-type: none"> ◆ SUSPEND THE LICENSE FOR A PERIOD OF TWO YEARS; ◆ ASSESS A \$2000.00 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND ◆ OTHER TERMS AS SET OUT IN BOARD ORDER <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
4.71 Rae Ann Thorson, 105136 UAP	<p><i>Discussion:</i> Rae Ann Thorson has requested reinstatement of her UAP/Med Aide I registration to full status. The board reviewed and discussed the Disciplinary Review Panel recommendation to reinstate her UAP/Med Aide I registration to full status.</p> <p><i>Motion:</i> Traynor, seconded by Anderson to: ACCEPT THE REQUEST FOR REINSTATEMENT OF RAE ANN THORSON'S UAP/MEDICATION ASSISTANT I REGISTRATION TO FULL STATUS AS SHE HAS COMPLIED WITH TERMS AND CONDITIONS OF BOARD ORDER DATED JANUARY 17, 2008, PENDING THE RESULTS OF CHRC.</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
4.91 Other – Karen Townsend	<p><i>Discussion:</i> Karen Townsend, RN, submitted an online application for license by endorsement with positive responses to discipline, sanctioning of a license, and denial of a nursing license in another jurisdiction. Ms. Townsend's license in Missouri is currently on probation through 7/8/2011, and there was a probation violation hearing scheduled for June 5, 2009. Ms. Townsend was denied renewal of on RN license in Illinois in October 2008 for matters related to unprofessional conduct. The Disciplinary Review Panel recommends the board deny the application.</p> <p><i>Motion:</i> Sund, seconded by Rustvang to: DENY KAREN TOWNSEND'S APPLICATION FOR RN LICENSE BY ENDORSEMENT BASED ON NDCC 43-12.1-14 (2).</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
4.10 Miscellaneous Discipline Issues	<p>The board reviewed the following licensure status:</p> <ul style="list-style-type: none"> • Heather Nyland, L10663 – TEMPORARILY SUSPENDED until respondent submits the required mental health and chemical dependency evaluations. • Rhonda Johnson, R32764 – Automatically SUSPENDED for a period eighteen months for violating terms and conditions of WIP agreement dated 3/18/2008 and amended agreement dated 9/8/2009. • Christopher Todd Martell, R27528 – automatically SUSPENDED for a period of three years for violating terms and conditions of WIP agreement dated May 13, 2008. • Julie Saatoff, L10859 – automatically SUSPENDED for a period of three years for violating terms and conditions of WIP agreement and Stipulation for Settlement dated 9/20/2007. • Miranda Zopfi, L10660 – automatically SUSPENDED for a period of three years for violating terms and conditions of WIP and Stipulation for Settlement dated 9/18/2008. • Dennis Cannizzaro, R31001 – automatically SUSPENDED for a period of three years for violating terms and conditions of WIP and Order for Reinstatement of License dated July 19, 2007.
5.21 Dakota Nursing Program ADN (NEC) 3:00 p.m. 7/16	<p><i>Discussion:</i> Traynor recused herself from this agenda item. Present via conference call was Doug Darling, President of LRSC, and Pete Antinson, Carla Sletten, DON and Nancy Carlson RN of Northwood Deaconess , Dakota Nursing Program has requested approval for an ADN site at Northwood for the Dakota Nursing Program at Lake Region State College. The Nursing Education Committee reviewed the proposal in detail with the applicable Century Code and Administrative Code Citations. The Dakota Nursing Program AAS received full approval at the May 2009 board meeting. Information submitted by the program director indicates that the delivery methods for the curriculum will be consistent with those already approved by the Board. The resources available also appear by the program director's letter to be adequate at both sites of instruction. The information does not provide evidence that the program has sufficient qualified faculty available for the expansion. The Site Coordinator at LRSC has recently resigned, and the program is currently in the process of interviewing two potential candidates. The NEC Committee recommends the program obtain qualified faculty before beginning the program or have unqualified faculty apply for the Nurse Faculty Intern program. DNP Director Traynor and President of LRSC Darling agree with the recommendations.</p>

**North Dakota Board of Nursing
Meeting Minutes – July 16-17, 2009**

AGENDA ITEM	ACTION
5.21 Dakota Nursing Program ADN (NEC) (cont)	Motion from Nursing Education Committee to: RECOMMEND THAT THE BOARD APPROVE THE REQUEST FROM DAKOTA NURSING PROGRAM-LRSC TO DELIVER THE ADN REGISTERED NURSING PROGRAM TO THE DISTANCE SITE AT NORTHWOOD, ND, ACCORDING TO NDAC SECTION 54-03.2-06-07(6) NURSING CURRICULUM AND 54-03.2-07-03.1 PROGRAM DELIVERY, AND 54-03.2-04-03 PRACTICAL OR REGISTERED NURSE PROGRAM FACULTY QUALIFICATIONS PENDING NOTIFICATION BY AUGUST 15, 2009 THAT QUALIFIED FACULTY HAVE BEEN HIRED FOR THE COORDINATOR POSITION AT LRSC FOR ALL CLINICAL FACULTY AT NORTHWOOD SITE THAT WOULD MEET THE REQUIREMENTS OF NDAC 54-03.2-04-03 OR MEET THE ENROLLMENT REQUIREMENTS OF THE NFI.
	<i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, recuse; 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.
	<i>Discussion:</i> Dakota Nursing Program has requested approval for an ADN site at Quentin Burdick Job Corp in Minot for the Dakota Nursing Program at MSU – Bottineau. The program requests this approval consideration be withdrawn as there are not enough students at this time and the Nursing Education Committee supports this request.
	<i>Motion by Nursing Education Committee to:</i> RECOMMEND THAT THE BOARD APPROVE THE REQUEST FROM DAKOTA NURSING PROGRAM-MSU-BOTTINEAU TO WITHDRAW THE REQUEST FOR APPROVAL FOR THE ADN REGISTERED NURSING PROGRAM TO THE DISTANCE SITE AT BURDICK JOB CORPS CENTER IN MINOT ND.
	<i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, recuse; 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.
5.22 TMCC Request to withdraw application for Initial re-approval	Shanta, Kalanek & Consultant Dr. Karen Latham conducted a survey at Turtle Mountain Community College in June. Dr. Latham was hired as a consultant to provide additional feedback to surveyors regarding the status of the program. The survey report was completed and shared with the program administration. TMCC administration has notified Board staff that they wish to withdraw their request for program approval at this time. Dr. Kalanek reported that she filed a report with Risk Management after the survey due to the actions of two of the administrator during the survey and at the exit report.
	<i>Motion:</i> Sund, seconded by Traynor to: ACCEPT THE REQUEST FROM TMCC ADMINISTRATION TO WITHDRAW THE APPLICATION FOR APPROVAL OF A PN NURSING PROGRAM.
	<i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.
5.23 UND – Change in Nursing Administration	The board has received notification from the University of ND College of Nursing that Dr. Julie Anderson will replace Dr. Helen Melland as interim dean, who is leaving UND to take the dean position at Montana State University in Bozeman, MT.
5.41 Ratification of Approval of Continuing Education for Contact Hours	<i>Discussion:</i> The board reviewed a list of courses approved by board staff for contact hours as of July 15, 2009.
	<i>Motion:</i> Anderson, seconded by Frank to: RATIFY APPROVAL OF THE WORKSHOPS FOR CONTACT HOURS SUBMITTED TO THE ND BOARD OF NURSING, WHICH INCLUDES COURSES #794 THROUGH #804.
	<i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.
5.42 Revisions of Guidelines for Nurse Refresher Courses	<i>Discussion:</i> The Nursing Education Committee has reviewed and revised the draft “Guidelines for Nurse Refresher Courses”. Shanta reviewed the major changes and the reasoning for each change.
	<i>Motion:</i> Sund, seconded by Traynor to: APPROVE THE PROPOSED REVISIONS TO THE “GUIDELINES FOR NURSE REFRESHER COURSES” TO:
	<ul style="list-style-type: none"> • REQUIRE THE COURSE COORDINATOR TO HAVE A MASTER’S DEGREE • ADD REQUIREMENTS FOR THEORY INSTRUCTION IN EVIDENCE BASED PRACTICE, INFORMATION MANAGEMENT, AND GENETICS/GENOMICS • INCREASE THE REQUIRED CLINICAL HOURS FROM 100 TO 120 CLOCK HOURS. • GRAMMATICAL EDITS FOR CLARIFICATION
	<i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.
5.51 Nurse Faculty Intern Pilot Study	<i>Discussion:</i> One application for the Nurse Faculty Intern Pilot Study has been received since the last meeting that meets the requirements for participation.
	<i>Motion:</i> Anderson, seconded by Frank to: RATIFY APPROVAL OF THE FOLLOWING NURSE FACULTY INTERN: Melinda Balderas
	<i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, recuse; 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.

**North Dakota Board of Nursing
Meeting Minutes – July 16-17, 2009**

AGENDA ITEM	ACTION
5.51 Nurse Faculty Intern Pilot Study (cont.)	Data collection is complete for the NFI program with a 97% return rate from the NFI and 100% return rate from mentors. The NFI team will begin to compile the research data in the next year. The NFI final progress report was submitted to NCSBN on June 30, 2009 to complete the grant for the project. Plans are to publish the findings of the study when the research is complete.
5.52 Report of Out-of-State Students	The board reviewed the year-end report for FY 08-09 of out of state students practicing in ND. The largest change is in AASPN programs with an increase of 52 students from last fiscal year. There was a total increase of 33 more out of state students practicing in ND from last fiscal year. The total number of out of state students practicing in ND was 809.
5.53 Nursing Education Loan Applicants	<p><i>Discussion:</i> The Nursing Education Committee considered forty-nine applications for Nursing Education Loan. The number of applicants is lower than in previous years. One applicant had submitted unofficial transcripts rather than official transcript directly from the program.</p> <p><i>Motion from Nursing Education Committee to:</i> RECOMMEND INCLUDING THE FOLLOWING ON THE LIST OF QUALIFIED NURSING EDUCATION LOAN APPLICANTS WITH AWARDS HELD FOR RECEIPT OF THE FOLLOWING DOCUMENTS:</p> <ul style="list-style-type: none"> • JESSICA DUFFY - OFFICIAL TRANSCRIPT FROM NORTHWEST TECHNICAL COLLEGE & NDCS BY SEPTEMBER 1, 2009 <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p> <p><i>Discussion:</i> There was one incomplete application considered.</p> <p><i>Motion from Nursing Education Committee to:</i> RECOMMEND DENIAL OF AN AWARD FOR THE FOLLOWING BECAUSE APPLICATION WAS INCOMPLETE:</p> <ul style="list-style-type: none"> • TERRI HERBEL <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p> <p><i>Discussion:</i> Two applicants that were in a one plus one program and submitted a reapplication, but a new application should have been submitted as the second year of the registered nurse program is considered a different program. Staff will communicate the difference to applicants in the future.</p> <p><i>Motion from Nursing Education Committee to:</i> RECOMMEND ACCEPTING THE RE-APPLICATIONS FORMAT SUBMITTED BY DAWN HUFFMAN AND DUSTI VALLIER IN LIEU OF THE APPLICATION FORMAT FOR THE ADN PORTION OF THE ONE PLUS ONE LADDER PROGRAM</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p> <p><i>Discussion:</i> The Nursing Education Committee reviewed the nursing education loan applicants under blind review with number instead of names. The committee considered two different options, funding at a percentage level for all applicants or funding a certain dollar amount per degree type. The committee chose to use the percentage method. The percentage that the committee reviewed was 86% of total amount eligible for each applicant. When preparing the charts for board review, staff found an error in the calculation of the worksheet. When calculated correctly, the total amount for each applicant was 85% of the total eligible amount. Because the amount differed from the committee recommendation, a motion from the board for the correct amount was requested. An amount of \$600 will be retained for refresher course student loans.</p> <p><i>Motion:</i> Traynor, seconded by Anderson that: ACCORDING TO NDAC 54-04.1 NURSING EDUCATION LOANS APPROVE ALL OF THE INDIVIDUALS FOR THE NURSING EDUCATION LOAN FOR A TOTAL AWARDED OF \$77,951 WHICH INCLUDES \$600 FOR REFRESHER COURSE STUDENTS. (SEE ATTACHED DOCUMENT)</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
5.54 Update on US Dept of Education Recognition Process	Shanta reported that with a new secretary for the US Dept of Education, the committee that had reviewed the board's application for continued approval has been disbanded. The committee had asked for recognition for the next four years. Shanta has been informed that the recommendation will be forwarded to the new secretary for review and approval. However, recognition remains in full affect during the interim.
6.11 Communication with Organizations	The board reviewed communication to ND Long Term Care Administrators, ND Health Care Association, ND Nursing Program Directors, and ND Organization of Nurse Executives informing them of the CHRC increase from \$15.00 to \$20.00 effective July 1, 2009.

**North Dakota Board of Nursing
Meeting Minutes – July 16-17, 2009**

AGENDA ITEM	ACTION
6.12 Annual Report of CHRC	<p><i>Discussion:</i> The board reviewed the FY CHRC report. Since last July, 2416 fingerprint cards have been sent upon receipt of application. Eighty-eight percent of those cards were returned for processing. 12% of the cards were returned for errors, 12% of the fingerprints cards needed retakes, 5% of prints were rejected and were forwarded for Name Search. 10% of CHRC results had a rap sheet. Staff requested feedback from the board as to how many sets of fingerprint cards should be sent to applicants. Some have requested cards sent a third time. The board felt twice was enough, and the third set would need to be picked up at the board office or sent certified at the applicant's expense. Staff also identified the chain of custody issues that continue to be of concern related to issuance of fingerprint cards directly to the applicant and include the following:</p> <ul style="list-style-type: none"> • If licensee notifies staff that they did not receive two fingerprint cards, another set of fingerprint cards are sent to the same address. • Cards are submitted with incomplete demographic information or signatures and are then returned to applicant. • Cards are submitted with the signature of law enforcement missing are then returned to applicant for completion. <p><i>Motion:</i> Anderson, seconded by Traynor to: ACCEPT THE CHRC REPORT.</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
6.2 Approval of Applications – revisions required for practice without a registration	<p><i>Discussion:</i> The Approval of Applications policy has been revised to address the UAP Practice without a current registration changes in the NDAC 43-12.1-14.2 that will take effect August 1, 2009. Staff requested the board's direction on what to do with those individuals that fall within the criteria in the law change between now and August 1st. The board directed staff to implement the law change immediately,</p> <p><i>Motion:</i> Traynor, seconded by Sund to: APPROVE THE PROPOSED REVISIONS TO THE "APPROVAL OF APPLICATIONS" POLICY TO REFLECT THE CHANGES IN LAW EFFECTIVE 8/1/2009 FOR UAP PRACTICE WITHOUT A REGISTRATION AND DIRECT STAFF TO REVISE ANY OTHER GUIDELINES OR DOCUMENTS AFFECTED BY THE LAW REVISION.</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p> <p><i>Motion:</i> Traynor, seconded by Christianson to: IMPLEMENT THE REVISIONS TO NDAC 43-12.1-14.2 UAP – PRACTICE WITHOUT A REGISTRATION EFFECTIVE IMMEDIATELY.</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
6.31 WIP – Admission Criteria Policy	<p><i>Discussion:</i> The board reviewed proposed revisions to the Workplace Impairment Program Admission Criteria to add a requirement for review and approval in consultation with the Executive Director and/or the Disciplinary Review Panel for admission into the program.</p> <p><i>Motion:</i> Sund, seconded by Anderson to: APPROVE THE PROPOSED REVISIONS TO THE "ADMISSION CRITERIA" FOR THE WIP PROGRAM TO INCLUDE CONSULTATION WITH THE EXECUTIVE DIRECTOR AND/ OR DISCIPLINARY REVIEW PANEL FOR APPROVAL FOR ADMISSION</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
6.32 WIP – Drug Screen Testing Policy	<p><i>Discussion:</i> The board reviewed proposed revisions to the Workplace Impairment Program Drug Screen Policy to include Ethylgucuronide (EtG) testing for the detection of alcohol. The ability to test for alcohol currently exists, but this specific test can detect alcohol for a longer period of time.</p> <p><i>Motion:</i> Sund, seconded by Rustvang to: APPROVE THE PROPOSED REVISIONS TO THE "DRUG SCREEN TESTING" FOR THE WIP PROGRAM TO INCLUDE SPECIFIC TESTING FOR ALCOHOL WHEN NECESSARY.</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
7.12 Clarification of NDAC 54-07-05-10 (2) Pro re nata (PRN) medications	<p><i>Discussion:</i> Staff from the ND State Penitentiary requested clarification on whether the delegation of nursing judgment with pro re nata (prn) medications includes over the counter medications. The board discussed the issue and agreed that over the counter prn medications can be delegated.</p> <p><i>Motion:</i> Sund, seconded by Traynor that: THE BOARD OPINES THAT THE DELEGATION OF ADMINISTRATION OF MEDICATIONS DOES INCLUDE OVER THE COUNTER (OTC) MEDICATIONS ACCORDING TO NDAC 54-07-05-10(2) PRO RE NATA (PRN) MEDICATIONS</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
7.2 Nursing Needs Study, NDCC 43-12.1-08.2 7/16/2009 11:00 a.m.	Dr. Patricia Moulton presented a report of the Student Survey portion of the Nursing Needs study.
7.23 Annual Jobs Report	The board reviewed on internet article from the Minot Daily News that quotes Patricia Moulton PhD with nursing needs study findings. The number of RNs per 1,000 population increased from 12.9 in 2000 to 15.06 in 2007, and the average age of the workforce is decreasing. The nursing needs study shows the vacancy rate for RNs dropped from 11% in 2005 to 3% in 2007, but there continues to be a maldistribution problem which leaves many rural areas short of nurses.

**North Dakota Board of Nursing
Meeting Minutes – July 16-17, 2009**

AGENDA ITEM	ACTION												
7.31 Prescriptive Authority Applications	<p><i>Discussion:</i> Six individuals have submitted applications for prescriptive authority since the last meeting. .</p> <p><i>Motion:</i> Rustvang, seconded by Frank to: RATIFY PRESCRIPTIVE AUTHORITY FOR THE FOLLOWING:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Jessica Nygaard, APRN, FNP</td> <td style="width: 50%;">CP : Tonia Hoggarth, MD</td> </tr> <tr> <td>Ronald Schmitz, APRN, CRNA</td> <td>CP: Wayne Robert Martin, MD</td> </tr> <tr> <td>Mark Koivula, APRN, FNP</td> <td>CP: Bruce Hetland, MD</td> </tr> <tr> <td>Lana Meyer, APRN, FNP</td> <td>CP: Tanya Diegel, MD</td> </tr> <tr> <td>Mary Krogstad, APRN, FNP</td> <td>CP: Mohamed Chebaclo, MD</td> </tr> <tr> <td>Joann Almen, APRN, FNP</td> <td>CP: Russ Petty, MD</td> </tr> </table> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>	Jessica Nygaard, APRN, FNP	CP : Tonia Hoggarth, MD	Ronald Schmitz, APRN, CRNA	CP: Wayne Robert Martin, MD	Mark Koivula, APRN, FNP	CP: Bruce Hetland, MD	Lana Meyer, APRN, FNP	CP: Tanya Diegel, MD	Mary Krogstad, APRN, FNP	CP: Mohamed Chebaclo, MD	Joann Almen, APRN, FNP	CP: Russ Petty, MD
Jessica Nygaard, APRN, FNP	CP : Tonia Hoggarth, MD												
Ronald Schmitz, APRN, CRNA	CP: Wayne Robert Martin, MD												
Mark Koivula, APRN, FNP	CP: Bruce Hetland, MD												
Lana Meyer, APRN, FNP	CP: Tanya Diegel, MD												
Mary Krogstad, APRN, FNP	CP: Mohamed Chebaclo, MD												
Joann Almen, APRN, FNP	CP: Russ Petty, MD												
7.4 Nurse Licensure Compact	NCSBN has hired an executive director for the Nurse Licensure Compact Administrators, that reports to the board of directors. The NCLA becomes another arm of the NCSBN. The board reviewed the NCSBN organization chart.												
7.51 Legislative Bills Affecting State Agencies	The Legislative Council has chosen to do a study on a registry for certified nurse assistants. No information has been requested for the study to date.												
7.53 Communication Policy & Report Form	The Communication Policy was reviewed with the board members.												
7.54 Communication with Senators & Representatives	The board reviewed a letter from the board to the Senate and House Human Services Committees thanking them for the support in the amendments to HB1269, and offering any needed information from the board during the 2009-2010 interim session. A summary of recent board actions was also included.												
7.6 Website & Renewal	The board's website has been redesigned with better navigation and verification capabilities. The UAP renewal cycle completed June 30, 2009.												
7.61 Non-renewals for UAPS	The board reviewed a list of individuals that did not renew UAP and/or Medication Assistant registries. The numbers of non-renewals are similar to past years.												
7.71 Policy and Procedure on Appointments of External Committee Members	<p><i>Discussion:</i> The board reviewed a proposed new policy for the appointment of external committee members.</p> <p><i>Motion:</i> Sund, seconded by Christianson to: APPROVE THE DRAFT POLICY & PROCEDURE ON APPOINTMENTS OF EXTERNAL COMMITTEE MEMBERS.</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>												
7.72 CORE Committee Invitation	NCSBN has requested a representative from the ND Board of Nursing participate in the CORE Committee's next meeting to help identify best practices and standards of excellence for boards of nursing in the area of discipline. ND Board of Nursing was identified as one of the top performers by the CORE survey in the area of discipline. Bitz will attend the meeting as the board representative.												
7.73 Wellness Benefit Application Award	The board office has received a \$1000 NDPERS Wellness Benefit grant for wellness activities for 09-10. Shanta is the Wellness Coordinator and shared wellness activities that staff have participated with the board.												
7.74 Highlights of Staff Work 08-09	Highlights of staff work for 2008-2009 were reviewed.												
12.1 Board Governance Model	Benson gave presentation to the board on the Governance Model.												
12.2 Updated List of BON Committee Appointments	<p><i>Discussion:</i> Committee assignments for the upcoming fiscal year were made.</p> <p><i>Motion:</i> Sund, seconded by Traynor to: APPROVE THE 2009-2010 COMMITTEE APPOINTMENTS: Executive Committee: Benson, Traynor, Christianson Prescriptive Authority: Rustvang Program Monitoring Committee: Anderson, Sund, LaLonde Nursing Education Committee: Traynor, Frank, Kaisershot Finance Committee: Christianson, Rustvang, LaLonde Nursing Practice Committee: Sund, Frank, Benson Risk Management Committee: Kaisershot</p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>												

**North Dakota Board of Nursing
Meeting Minutes – July 16-17, 2009**

AGENDA ITEM	ACTION
12.2 a Reappointment of External Committee members – Program Monitoring Committee	<p><i>Discussion:</i> This year was the first year for external committee members for the program monitoring committee and the nursing education committee. The current members of both committees wish to be reappointed for the upcoming year. In reviewing the committee assignments, staff indicates it is important to have seasoned committee members on the July NEC committee for the Nursing Education Loan process. The board discussed the best time for new committee members to begin is in September of each year.</p> <p><i>Motion:</i> Sund, seconded by Rustvang that: THE BOARD REAPPOINT THE CURRENT EXTERNAL COMMITTEE MEMBERS TO THE PROGRAM MONITORING COMMITTEE THROUGH THE SEPTEMBER 2010 BOARD MEETING:</p> <ul style="list-style-type: none"> • RENEE OLSON, LPN • MICHAEL KASPARI, RN <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
12.2 b Reappointment of External Committee Members – NEC	<p><i>Discussion:</i> The current external committee members for Nursing Education Committee agree to be reappointed.</p> <p><i>Motion:</i> Sund, seconded by Traynor that: THE BOARD REAPPOINT THE CURRENT EXTERNAL COMMITTEE MEMBERS TO THE NURSING EDUCATION COMMITTEE THROUGH THE SEPTEMBER 2010 BOARD MEETING:</p> <ul style="list-style-type: none"> • KIMBERLY ASH, RN • EVELYN ORTH, RN • JULIE ANDERSON, RN • TRISH STROM, RN <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>
12.3 Attendance at a meeting	<p>The following board members agreed to attend these statewide conferences: ND Nurses Association – October 9, 2009 – Sund, Kaisershot ND Rural & Public Health Conference – April 13-15, 2010 – Traynor, Rustvang ND Health Care Association Annual Meeting – September 9-10, 2009 – Christianson, LaLonde, Benson ND LTCA Conference – September 16- 18, 2009 – during September board meeting</p>
12.5 Conflict of Interest Forms	<p>Board members and Board Directors were asked to complete and submit conflict of interest forms.</p>
12.9 Proposed Meeting Dates	<p><i>Discussion:</i> The board reviewed a list of proposed meeting dates for the upcoming year. The January and March board meetings are scheduled on the second Thursday and Friday instead of the third Thursday and Friday due to scheduling conflicts.</p> <p>MOVE THAT THE BOARD APPROVE THE FOLLOWING DATES FOR 2009-2010:</p> <p style="text-align: center;"> JULY 16-17 ANNUAL MEETING SEPTEMBER 16, BOARD RETREAT SEPTEMBER 17 & 18 NOVEMBER 19 & 20 JANUARY 14 & 15 MARCH 11 & 12 MAY 20 & 21 JULY 15 & 16, 2010 ANNUAL MEETING </p> <p><i>Roll call vote:</i> Anderson, yes; Benson, yes; Christianson, yes; Frank, yes; Kaisershot, yes; LaLonde, yes; Rustvang, yes; Sund, yes; Traynor, yes; 9 yes, 0 no, 0 absent. Motion carried.</p>

**North Dakota Board of Nursing
Meeting Minutes – July 16-17, 2009**

CONSENT AGENDA:

8.1 NCSBN
8.11 Report of Spring Meeting
8.12 Charlene Kelly Scholarship Fund
8.13 NCSBN Weighs in On Health Care Reform
8.14 NCSBN 2009 Annual Meeting State Update
8.2 Office Management
8.3 Nursing Practice
8.31 Summary of practice calls
8.32 Health Care Quality
8.33 COA Draft Position Statements
8.4 Workplace Impairment Program Report
8.41 Statistics
8.42 Summary Report
8.5 Unlicensed Assistive Person/Medication Assistant
8.51 Testing Summary Report
8.52 NNAAP Testing
8.53 Fiscal Year Summary Report
8.6 Licensure
8.61 Licensed Nurse
8.62 UAP Statistics
8.63 NCLEX-RN
8.64 NCLEX-PN
8.7 Discipline
8.71 Disciplinary Statistics/Case Activity Report
8.8 Legal Counsel
8.9 Education
8.91 Briar Cliff University notification of one BSN student clinical experience in ND
8.92 MN State University – Moorhead notification of 73 BSN Students having experience in ND facilities
8.93 MN State Community & Technical College notification of 60 AASPN students having experience in ND facilities
8.94 College of St Scholastica notification of 1 BSN student experience in ND facilities
8.95 University of MN notification of three APRN students in ND facilities
8.96 TX Wesleyan University notification of five CRNA students in ND facilities

BOARD COMMITTEES:

9.0 Program Monitoring Committee	Minutes of meeting on Wednesday, May 13, 2009 were reviewed.
9.1 Nursing Education Committee	Minutes of last meeting on May 13, 2009 were reviewed.
9.2 Finance Committee	
9.3 Executive Committee	
9.4 Prescriptive Authority Committee	
9.5 Nursing Practice Committee	
9.6 Prescription Drug Monitoring Program Committee	

UPCOMING MEETINGS & REPORT OF MEETINGS ATTENDED:

10.1 National Council of State Boards of Nursing Annual Meeting, August 12-14
10.2 NCSBN Monthly Meetings by teleconference calls and onsite:
10.2-1 Policy Call – May 28
10.2-2 Education Consultant Network – June 9, July 9
10.2-3 Discipline Networking Call – June 9; August 4
10.2-4 EO Network – June 23-24
10.2-5 NLCA Meeting – August 11
10.2-6 Mid-Year Meeting – March 2010

**North Dakota Board of Nursing
Meeting Minutes – July 16-17, 2009**

10.2-7 NCSBN Executive Officers Leadership Seminar; June 23-24
10.2-8 Annual Institute of Regulatory Excellence – January 2010
10.2-9 IRE Committee
10.2-10 Board Investigator & Attorney Workshop; May 19-21
10.2-11 NCLEX Invitational – September 2009
10.2-12 Practice Consultant – May 19, June 19, July 22
10.2-13 NCLEX Examination Committee – July 21
10.2-14 Workshop on Regulation of Unlicensed Assisted Personal (UAP)
10.2-15 TERCAP User Conference Call – July 7
10.2-16 Uniform Core Licensure Requirements - July 20-22, September 1-3
10.3 ND Nurse Leadership Council, August 11
10.4 ND Organization of Nurse Executives – September 9
10.5 ND Nurses Association - October 9, 2009
10.6 ND Rural & Public Health Conference – April 13-15, 2010
10.7 ND LTCA Conference – September 16-18, 2009
10.8 ND Health Care Association Annual Meeting, September 9-10, 2009
10.9 Nursing Education Consortium – May 18
10.10 PHEVR/MRC Advisory Committee – July 21
10.11 American Academy of Nurse Practitioners – May 30
10.12 CAC Regulatory Management of Chemically Dependent HC Practitioners – June 17
10.13 ND Nursing Capacity Summit Team – June 26
10.14 2009 Attorney/Investigator Symposium – May 19-21
10.15 ND Hospital Tele-Pharmacy Project Report

Staff Presentations:

11.1 Midwest Nurse Educator's Academy – May 18-20, Nurse Faculty Intern Pilot Study

The meeting recessed for lunch at 12:00 p.m. on July 16, 2009 and reconvened at 1:20 p.m.

The meeting recessed at 5:00 p.m. on July 16th and reconvened at 8:30 a.m. on July 17, 2009 for a strategic planning session.

The meeting adjourned at 12:20 p.m. on July 17, 2009.

Constance B. Kalanek, RN, PhD
Executive Director
Draft 7/20/2009

Nursing Education Loan Applicants

Vocational Certificate - LPN

Fiscal Year 2009-2010

<i>Last Name</i>	<i>First Name</i>	<i>Nursing Program</i>	<i>Anticipated grad date</i>	<i>Award</i>
DUFFY	JESSICA	DNP - MSU - Bottineau	7/30/2010	\$850.00
***** TOTAL				\$850.00

Nursing Education Loan Applicants

Associates Degree -RN

Fiscal Year 2009-2010

<i>Last Name</i>	<i>First Name</i>	<i>Nursing Program</i>	<i>Anticipated grad date</i>	<i>Award</i>
BIRKHOLZ	MARGARET	NORTHWEST TECH	5/7/2010	\$1,700.00
HUFFMAN	DAWN	LAKE REGION STATE	5/14/2010	\$1,275.00
NESS	TINA	DNP - BISMARCK STATE	5/30/2010	\$1,700.00
OLSON	JENNIFER	NORTHLAND	5/30/2010	\$1,700.00
PETERSON	TRISHA	NORTHWEST	5/7/2010	\$1,700.00
VALLIER	DUSTI	LAKE REGION STATE	5/30/2010	\$1,275.00
***** TOTAL				\$9,350.00

Nursing Education Loan Applicants

Bachelors in Nursing

Fiscal Year 2009-2010

<i>Last Name</i>	<i>First Name</i>	<i>Nursing Program</i>	<i>Anticipated grad date</i>	<i>Award</i>
ARMSTRONG	HEATHER	UND	12/30/2009	\$1,488.00
BUETOW	SUZAN	UNIVERSITY OF	10/4/2010	\$1,063.00
DYRNESS	KAYLA	UNIVERSITY OF MARY	5/30/2011	\$1,063.00
FISCHER	ADESSA	UND	12/30/2010	\$1,063.00
FLORY	TARA	UNIVERSITY OF MARY	8/1/2011	\$1,063.00
HELM	PAIGE	UND	5/30/2010	\$2,125.00
IDSO	JORDAN	NDSU	5/30/2011	\$1,063.00
JACOBSEN	LAURA	UND	5/30/2011	\$1,063.00
KRAMER	DENISE	NDSU	12/1/2011	\$709.00
LINDSEY	ROSE	NDSU	12/30/2010	\$1,063.00
MARX	MELISSA	UND	5/30/2010	\$2,125.00
MCGOUGH	KEELY	JAMESTOWN COLLEGE	5/14/2011	\$1,063.00
PODOLL	ALICIA	MEDCENTER ONE	5/14/2011	\$1,063.00
PULKRABEK	SHANDI	MEDCENTER ONE	5/15/2011	\$1,063.00
VETTER	JOSEPH	MEDCENTER ONE	5/14/2011	\$1,063.00

******* TOTAL**

\$18,140.00

Nursing Education Loan Applicants

Masters in Nursing

Fiscal Year 2009-2010

<i>Last Name</i>	<i>First Name</i>	<i>Nursing Program</i>	<i>Anticipated grad date</i>	<i>Award</i>
DICKMAN	SHERYL	UNIVERSITY OF MARY	5/1/2010	\$1,573.00
ELIASON	ANNE	UNIVERSITY OF MARY	5/30/2010	\$1,573.00
FENNERN	TRISHA	UNIVERSITY OF MARY	5/1/2010	\$2,550.00
FIALA	AMY	UND	12/30/2010	\$1,275.00
GERVING	CARRIE	UNIVERSITY OF MARY	5/30/2010	\$2,550.00
GOETTLE	SHEILA	UND	5/30/2011	\$1,275.00
HESTBECK	AMY	CONCORDIA UNIV AT	5/1/2011	\$1,275.00
HRUBY	KIMBERLY	UNIVERSITY OF MARY	4/30/2011	\$1,275.00
KORBYN	RHIANON	UND	5/30/2010	\$2,550.00
MARTIN	DONALD	TEXAS WESLEYAN	12/3/2010	\$1,275.00
MATTHYS	KARI	NDSU	12/30/2010	\$1,275.00
OLSON	JANEL	UNIVERSITY OF MARY	5/30/2010	\$2,550.00
OSOWSKI	ELIZABETH	UNIVERSITY OF	5/30/2010	\$2,550.00
RATH	MANDY	UNIVERSITY OF MARY	5/30/2010	\$2,550.00
SHANNON	HEIDI	UND	5/30/2012	\$850.00
STRIHA	DESIREE	UNIVERSITY OF MARY	5/30/2010	\$2,550.00

******* TOTAL**

\$29,496.00

Nursing Education Loan Applicants

Doctoral Degree

Fiscal Year 2009-2010

<i>Last Name</i>	<i>First Name</i>	<i>Nursing Program</i>	<i>Anticipated grad date</i>	<i>Award</i>
ANDERSON	ELISHA	NDSU	12/1/2010	\$1,233.00
BROWN	CAMILLE	NDSU	12/30/2012	\$1,417.00
DUNNIGAN	JOCELYN	UND	8/1/2010	\$1,309.00
GROSS	CARLA	NDSU	5/1/2013	\$1,417.00
HAIR	MARGIE	NEW MEXICO STATE	8/1/2010	\$2,465.00
KIHNE	BONNIE	NDSU	12/30/2010	\$2,125.00
MADLER	BILLIE	MINNESOTA STATE	5/30/2010	\$4,250.00
MELLO	BETHANY	NDSU	12/30/2012	\$1,417.00
MEYER	RITA	UND	5/30/2010	\$2,465.00
VIETZ	KAREN	ROCK MOUNTAIN	3/25/2013	\$1,417.00

******* TOTAL**

\$19,515.00