

North Dakota Board of Nursing Meeting Minutes – July 22, 2021

Call to Order: July 22, 2021 at 8:30 a.m. – NDBON Board Conference Room – Video Conference and 919 S 7th Street, Suite 504, Bismarck, ND
Roll Call (Hahn): **Quorum declared with 6 members present:**

Jane Christianson, RN Member, President
Jamie Hammer, RN Member, Treasurer
Julie Dragseth, LPN Member
Michael Hammer, RN Member

Mary Beth Johnson, RN Member
Cheryl Froelich, Public Member

Absent: One RN Member vacancy (pending governor appointment); Kevin Buettner, APRN Member, Vice President; Wendi Johnston, LPN Member.

Staff Present:

Stacey Pfenning, APRN, Executive Director
Tammy Buchholz, RN, Associate Director for Education
Maureen Bentz, RN, Associate Director for Practice
Karen Hahn, Administrative Service Coordinator
SAAG: *Brian Bergeson and Nicholas Simonson available for select agenda items.*

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

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

| Agenda Item | Discussion | Motion | Roll Call Vote |
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| 1.1 Consent Agenda | Reviewed the consent agenda. | Johnson motioned; J Hammer seconded to: Adopt the consent agenda as presented. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 1.2 Agenda | Reviewed agenda. Pfenning requested addition of 8.2.1 (a) American Registry of Radiologic Technologist Fluoroscopy Examination Contract. | J Hammer motioned; Johnson seconded to: Approve the agenda with the addition of 8.2.1(a) American Registry of Radiologic Technologist Fluoroscopy Examination Contract. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 1.3 Public Forum 9:00am-9:15am | No public forum requests or presentations. | | |
| 2.1 Minutes-Board Meeting April 22, 2021 | Reviewed draft April 22, 2021 meeting minutes. No corrections identified. | J Hammer motioned; Froelich seconded to: Approve the minutes of the April 22, 2021 regular meeting as distributed. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |

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| 4.1 Financial Statements | Treasurer J. Hammer provided financial overview of FY 2021 income, expenses, and balance sheets through June 2021. Noted the June 2021 balance sheet and income statement are not final representations as the adjusting entries (deferred and earned revenue, PTO accrual, depreciation) have not yet been recorded. The balance sheet and income statement reflecting those entries will be available for the next NDBON meeting. | | |
| 4.2 Fee Schedule Ratification | Reviewed FY 2022 fee schedule. No revisions noted from FY 2021. | J Hammer motioned; Dragseth seconded to: Ratify the FY 2022 Fee Schedule. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 4.3 Bank Account Ratification | Completed annual authorization for management of the bank accounts used for NDBON operations. | J Hammer motioned; M Hammer seconded to: Approve the management of the following accounts: <ul style="list-style-type: none"> • Kirkwood Bank-Main Checking, Stacey Pfenning, Melissa Hanson, Jamie Hammer (Board Treasurer) • Kirkwood Savings: Stacey Pfenning, Jamie Hammer (Board Treasurer) • Bank of North Dakota- NEL Checking & Savings: Stacey Pfenning, Jamie Hammer (Board Treasurer) • Bank of North Dakota– Merchant Account–Stacey Pfenning and Jamie Hammer (Board Treasurer) • Dakota Community Bank, BND, BNC, Kirkwood Bank (Investment/Reserve funds)– Stacey Pfenning • On-line Banking Transfers– Stacey Pfenning, Michael Frovarp | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |

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| | | <ul style="list-style-type: none"> • KBT Safety Deposit Box– Stacey Pfenning, Michael Frovarp | |
| 5.1 & 5.2 Executive Session | Agenda item 5.1.1 and 5.2.3 include personal health information which requires an executive session. The executive session began at 9:18 am and was attended by Board Members as indicated on roll call attendance, Board staff (Pfenning, Hanson, Bentz, Lund, Hahn and Frovarp), and the licensees (individually for an assigned time during their respective agenda item discussion). | Johnson motioned; Dragseth seconded to: Hold an Executive Session to consider the following according to the NDCC 44-04-18.1: 5.1.1 Shannon Stremick 5.2.3 Shannon Lunday <u>To discuss closed, confidential, or exempt records</u> | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| | Executive session was adjourned at 9:48 AM CST and meeting opened to public onsite and videoconference. | J Hammer motioned; Dragseth seconded to: Adjourn the Executive Session and open the meeting to the public at 9:50 AM | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 5.1.1 Request for Reinstatement: Stremick, Shannon R40603 L13744 (lapsed) | Convened in open meeting to consider Shannon Stremick’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. Stremick presented virtually. The Compliance Advisory Council recommendation of reinstatement to a three-year encumbrance was reviewed. NDBON reconvened in open meeting for discussion and voting. | Johnson motioned; J Hammer seconded to: Grant reinstatement of Shannon Stremick’s APRN and 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, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 5.2.1 Request for Reissuance: Stroot, Shalane R48147 L15813 (lapsed) | Shalane Stroot is requesting reissuance of her RN license from encumbered status to full licensure status. NDBON reviewed the Stipulation for Settlement dated January 23, 2020, Ms. Stroot’s compliance with this order and the Compliance Advisory Council recommendation to reissue the RN license to unrestricted and full licensure status. Per report by staff, she has completed the terms and conditions of the Stipulation for Settlement dated January 23, 2020. | J Hammer motioned; Dragseth seconded to: Ratify the order for reissuance of Shalane Stroot’s, RN license to unrestricted practice and full licensure status, as she has demonstrated evidence of readiness to return to unrestricted nursing and has sufficiently complied with the terms and | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |

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| | | conditions of the stipulation for settlement dated January 23, 2020. | |
| 5.2.2 Request for Reissuance: Rost, Carla R32626 L4986 (lapsed) | Carla Rost is requesting reissuance of her RN license from encumbered status to full licensure status. NDBON reviewed the Order for Reinstatement of License dated July 19, 2018, Ms. Rost's compliance with this order and the Compliance Advisory Council recommendation to reissue the RN license to unrestricted and full licensure status. Per report by staff, she has completed the terms and conditions of the Order for Reinstatement of License dated July 19, 2018. | Johnson motioned; Froelich seconded to: Grant the order for reissuance of Carla Rost's, RN license to unrestricted practice and full licensure status, as she has demonstrated evidence of readiness to return to unrestricted nursing and has sufficiently complied with the terms and conditions of the Order for Reinstatement of License dated July 19, 2018. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 5.2.3 Request for Reissuance: Lunday, Shannon R30978 | Shannon Lunday is requesting reissuance of her RN license from encumbered status to full licensure status. NDBON reviewed the Stipulation for Settlement dated January 17, 2019, and superseded and replaced on May 16, 2019, Ms. Lunday's compliance with this order and the progress Ms. Lunday has made since the April 2021 Board meeting. The Compliance Advisory Council made no recommendation as the Board previously determined to have Ms. Lunday report to them at the July meeting. Per report by staff, she has complied with the Board's previous request and the terms and conditions of the Stipulation for Settlement dated January 17, 2019 and superseded and replaced on May 16, 2019. | M Hammer motioned; J Hammer seconded to: Grant the Order for Reissuance of Shannon Lunday, RN license to unrestricted practice and full licensure status, as she has demonstrated evidence of readiness to return to unrestricted nursing and has sufficiently complied with the terms and conditions of the Stipulation for Settlement dated January 17, 2019 and superseded and replaced on May 16, 2019. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 5.5.1 Surrender Hill, Mark R44004 APRN | One individual signed and submitted a surrender, seeking the NDBON's consideration and approval of the terms of his surrender. Executive Director Pfenning approved and signed the Surrender on July 22, 2021. NDBON reviewed and discussed the facts and terms of the surrender. | Johnson motioned; J Hammer seconded to: RATIFY the acceptance of the terms of the surrender as a final order of the Board for the following individual: Hill, Mark (R44004; APRN) of Edinburg, ND; and assess a \$700 penalty. As accepted by the Executive Director on July 22, 2021 | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 5.6.1 Stipulation for Settlement – Falsification of Application: | A Stipulation for Settlement was received from Susanne Wood, RN, seeking the NDBON's consideration and approval of its terms. NDBON | J Hammer motioned; Dragseth seconded to: | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. |

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| Wood, Susanne R51122 | reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (2)(3) and NDAC 54-02-07-01.1 (7). | <p>Accept the terms of the proposed stipulation for settlement for Susanne Wood, RN Endorsement Applicant, and enter its order to:</p> <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$600 penalty plus costs and disbursements; and • Other terms as set out in Board order. | Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 5.7.1 Stipulation for Settlement: Rowe, Colleen L8717 | A Stipulation for Settlement was received from Colleen Rowe, LPN, 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 (3) and NDAC 54-02-07-01.1 (5)(6)(10). | Johnson motioned; Dragseth seconded to: Accept the terms of the proposed Stipulation for Settlement for Colleen Rowe, LPN and enter its order to: | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 5.7.2 Stipulation for Settlement: Mayo, Kathleen UAP 108713 | A Stipulation for Settlement was received from Kathleen Mayo, UAP, 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 (3) and NDAC 54-02-07-01.1 (6)(8). | Froelich motioned; J Hammer seconded to: Accept the terms of the proposed Stipulation for Settlement for Kathleen Mayo, UAP, and enter its order to: | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 5.7.3 Stipulation for Settlement: Cloos, Misty R39781 | A Stipulation for Settlement was received from Misty Cloos, RN, 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 (3) and NDAC 54-02-07-01.1 (8)(12). | J Hammer motioned; Froelich seconded to: Accept the terms of the proposed Stipulation for Settlement for Misty Cloos, RN, and enter its order to: | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |

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| | | <ul style="list-style-type: none"> • Other terms as set out in Board order. | |
| <p>5.7.4 Stipulation for Settlement:</p> <p>Frane, Nicole R35364 L12485 (lapsed)</p> | <p>A Stipulation for Settlement was received from Nicole Frane, RN, 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 (5) and NDAC 54-02-07-01.1 (8)(12)(19).</p> | <p>J Hammer motioned; Froelich seconded to:</p> <p>Accept the terms of the proposed Stipulation for Settlement for Nicole Frane, RN and LPN, and enter its order to:</p> <ul style="list-style-type: none"> • Suspend the RN and LPN license until completion of recommended treatment. • Assess \$800 penalty plus costs and disbursements: and • Other terms as set out in Board order | <p>Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried</p> |
| <p>5.9.1 Emergency Actions- No Board Action required:</p> <p>Duwel, Erica R39940</p> | <p><u>NOTICE OF SUSPENSION:</u> Failure to submit to a chemical dependency evaluation within 30 days from request. As of May 6, 2021, License is suspended until a chemical dependency evaluation is submitted and the Board deems the nurse is safe to return to practice.</p> | | |
| <p>5.9.2 Emergency Actions- No Board Action required:</p> <p>Desjardins, Desiree R27966, TL101</p> | <p><u>CEASE AND DESIST ORDER:</u> As of May 11, 2021, Respondent is ordered to CEASE AND DESIST from administering or performing any Manipulation Treatments, 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.</p> | | |
| <p>5.9.3 Emergency Actions- No Board Action required:</p> <p>Knowlen, Kim R25537</p> | <p><u>NOTICE OF SUSPENSION:</u> Failure to submit to a chemical dependency evaluation within 30 days from request. As of June 7, 2021, License is suspended until a chemical dependency evaluation is submitted and the Board deems the nurse is safe to return to practice.</p> | | |
| <p>5.9.4 Emergency Actions- No Board Action required:</p> <p>Hoglund, Stacy R33027</p> | <p><u>NOTICE OF SUSPENSION:</u> Failure to comply with board order dated January 23, 2020. As of July 16, 2021, License is suspended for a period of one year.</p> | | |
| <p>5.10.1 Reach for Resilience</p> | <p>Staff Bentz provided an update regarding the Reach for Resilience program/website co-sponsored by the North Dakota Department of Human Services and Sanford Health. The website was demonstrated. The website's mental health and SUD resources for healthcare professionals were discussed. Board staff will include this information, along with other mental health and SUD resources, on the Board's website.</p> | | |

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| <p>5.11.1 Other: Denial of Application</p> <p>Miller, Shea UAP Applicant</p> | <p>Shea Miller submitted two applications for Unlicensed Assistive Person registry. Applicant has not contacted the Board's office to pay non-disciplinary administrative fees and double application fee assessed against her, nor to complete her applications, despite multiple attempts to contact her via phone and email. Per last known employer, applicant also stopped coming to work and is not responding to their attempts to contact her. The Compliance Advisory Council recommends denial of the application.</p> | <p>Johnson motioned; J Hammer seconded to:</p> <p>Deny the UAP Application for Shea Miller under NDCC 43-12.1-14 (5) and NDAC 54-02-07-01(8)(16)(18).</p> | <p>Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried</p> |
| <p>6.1 Program Survey Reports</p> | <p>None</p> | | |
| <p>6.2.1 University of North Dakota, CNPD, DON, Post Baccalaureate Doctor of Nursing Practice (PB-DNP) Nurse Anesthesia Program</p> | <p>Reviewed the progress report submitted by the University of North Dakota, PB-DNP Nurse Anesthesia Program nurse administrator providing updates regarding the exception to NDAC 54-03.2-04-08 Employment of Academically Unqualified Faculty Approved by the Board July 2019.</p> <p>The program currently has one faculty member they are utilizing this exception for, who is expected to complete their degree August 2022.</p> <p>The 5-year exception is providing the time needed for the faculty member to complete their doctoral education. To date, the UND, DON has been compliant with the 85% rule for academically qualified nursing FTEs. No program quality concerns have been identified related to this exception and annual outcomes for the program continue to be met as outlined in the progress report provided by the nurse administrator.</p> | <p>NEC motioned; J Hammer seconded to:</p> <p>Find the progress report submitted by the University of North Dakota, DON, PB-DNP NA program nurse administrator regarding the exception to NDAC 54-03.2-04-08 Employment of Academically Unqualified Faculty meets the NDBON reporting requirements: and</p> <p>Continue to require master's prepared PB-DNP NA faculty to be enrolled in a doctorate program within one year of employment and the program to submit requirements under NDAC 54-03.2-04-08.1 Faculty Developmental Program quarterly for each academically unqualified faculty member as evidence of compliance: and</p> <p>Require the UND, PB-DNP NA program nurse administrator to submit a progress report regarding the NDAC exception by July 1, 2022.</p> | <p>Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried</p> |
| <p>6.2.2 Dakota Nursing Program Consortium Lake</p> | <p>January 2021 the Board approved the application for an Innovative Educational Model/Approach by</p> | <p>NEC motioned; Froelich seconded to:</p> | <p>Buettner, absent; Christianson, yes; Dragseth, yes; Froelich,</p> |

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| <p>Region State College, Nurse Apprenticeship Program, PN Certificate and AAS in Nursing Programs</p> | <p>DNPC, LRSC PN and AD Nursing Programs to implement the PN Nurse Apprenticeship Program fall 2021 and the RN Apprenticeship Program fall 2022. The Board granted approval of the Innovative Model through January 2022. The Nurse Administrator is required to submit a progress report bi-annually with the first due July 1, 2021.</p> <p>The progress report submitted provided details of the marketing phase, partner agreements, and orientation plans and documents. The next progress report is due January 2022 and will provide the first opportunity for assessment and evaluation of the initial implementation of the PN Apprenticeship Program.</p> | <p>Find the progress report submitted by the Dakota Nursing Program Consortium, Lake Region State College, Nurse Apprenticeship Program, PN Certificate and AAS in Nursing Programs nurse administrator utilizing NDAC 54-03.2-10 Innovation in Nursing Education meets the NDBON reporting requirements as outlined in NDAC 54-03.2-10-06. Periodic Evaluation; and</p> <p>Require the Dakota Nursing Program Consortium, Lake Region State College, Nurse Apprenticeship Program, PN Certificate and AAS in Nursing Programs nurse administrator to submit a progress report January 4, 2022 providing evidence of outcomes being met and public protection not compromised for consideration of continued approval of the innovative approach as required in NDAC 54-03.2-10-07. Requesting Continuation of the Innovative Approach</p> | <p>yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried</p> |
| <p>6.2.3 Concordia College, Nursing Department, BAN Program</p> | <p>The Concordia College, BAN Program, Nurse Administrator submitted a progress report as required by the Board providing updates regarding progress that has been made toward full compliance with NDAC 54-03.2-04-04. and NDAC 54-03.2-04-08 during the 2020-2021 academic year.</p> <p>The report detailed extensive efforts by the College and Program administrators to acquire adequate faculty including hiring one full-time qualified and five adjunct unqualified faculty member's last fall. Challenges included a year-long sabbatical for a qualified faculty and the retirement of two full-time faculty members this spring. Summer courses were covered by all</p> | <p>NEC motioned; J Hammer seconded to:</p> <p>Find the progress report submitted by the Concordia College Baccalaureate Degree Nursing Program Nurse Administrator meets the NDBON reporting requirements and provides evidence of substantial efforts made toward program compliance with 54-03.2-04-04. Baccalaureate or master's degree nurse education program faculty qualifications and 54-03.2-04-08. Employment of academically unqualified faculty; and</p> | <p>Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried</p> |

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| | <p>qualified faculty and in June. Staffing needs remain for two full-time faculty and a simulation coordinator which would be hired to begin by January 2022.</p> | <p>Require the Concordia College Baccalaureate Degree Nursing Program Nurse Administrator to submit a progress report providing evidence of program compliance with 54-03.2-04-04. Baccalaureate or master's degree nurse education program faculty qualifications and 54-03.2-04-08. Employment of academically unqualified faculty by July 1, 2022.</p> | |
| <p>6.3.1 Dakota Nursing Program Consortium, Dakota College at Bottineau, Certificate Practical Nurse Program, Addition of a Satellite Site in Jamestown, ND</p> | <p>The Dakota Nursing Program Consortium Nurse Administrator is requesting approval of the addition of a Dakota College at Bottineau, Certificate Practical Nurse Program satellite site in Jamestown, ND beginning fall 2022.</p> <p>The program anticipates enrolling eight students fall 2022 if approved. Planning for the DCB PN program in Jamestown began fall 2020 with strong support from the local medical facilities including the ND State Hospital, Jamestown Regional Medical Center (JRMRC) and Eventide. The request detailed financial support and adequate resources including facility, equipment, supplies, and qualified administrative, instructional and support personnel for the proposed DCB PN program satellite site addition.</p> <p>The program is a collaborative effort between DCB and the ND State Hospital where a classroom and clinical lab will be housed. In addition, the ND State Hospital will be utilized for psychiatric clinical rotations. JMRC will serve as the primary site for clinical practice experiences. Sanford Health Clinic, Essentia Health Clinic, and Eventide skilled care and Alzheimer's unit will serve as additional clinical practice sites to ensure students are provided with practice experiences required for program completion.</p> <p>Letters of support for the addition of the DCB PN program were submitted by Trisha Jungels, CNO</p> | <p>NEC motioned; Dragseth seconded to:</p> <p>Approve the request for the addition of a Certificate Practical Nurse Program to a satellite site in Jamestown, ND from the Dakota Nursing Program Consortium, Dakota College at Bottineau, as the program has full approval, and the change complies with NDAC 54-03.2-06-02. Programmatic Changes.</p> | <p>Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, yes; M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried</p> |

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| | for JRMC, Emmy Opskar, Residential Services Clinical Coordinator, Lesli Scharbrough, DON, and Darla Dreher, Clinical Coordinator from the ND State Hospital. | | |
| 6.3.2 North Dakota State University, Doctor of Nursing Practice, Family Nurse Practitioner Program, Addition of New Course. | The NDSU, SON Nurse Administrator is requesting approval of the addition of the 2-credit course, Nursing 808, Informatics in Advanced Nursing Practice to the current DNP NP curriculum. The change has been approved by the NDSU SON. The change is requested in response to the new AACN Essentials which include a much greater emphasis on informatics. There is no change in overall credit hours for program completion due to revisions in other courses. | NEC motioned; Froehlich seconded to: Approve the request for the addition of a new course for North Dakota State University, Doctor of Nursing Practice, Family Nurse Practitioner Program, as the program has full approval, and the change complies with NDAC 54-03.2-06-02. Programmatic Changes. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, Recuse; Johnson, yes; Johnston, absent 5 Yes, 0 No, 1 Recuse, 2 absent. Motion carried |
| 6.3.3 University of Mary, St. Gianna School of Health Sciences, Division of Nursing, Change in Organizational Structures Affecting Nursing Division, Change in Mission/Vision/Philosophy. | The University of Mary, Nurse Administrator is requesting approval of a change in the Schools and Division of Nursing mission/vision/philosophy. The School of Health Sciences was renamed the St. Gianna School of Health Sciences, requiring a review and revision of the mission and vision. Those changes resulted in the need to review and revise the Nursing Division mission and vision to remain in alignment. In addition, the new AACN Essentials set the stage for a review of the Nursing Division philosophy, resulting in updates. | NEC motioned; J Hammer seconded to: Approve the request for a change in organizational structures affecting the Nursing Division and a Change in the Mission/Vision/Philosophy for the University of Mary, St. Gianna School of Health Sciences, Division of Nursing, as the programs have full approval, and the changes comply with NDAC 54-03.2-06-02. Programmatic Changes | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, recuse; Johnston, absent 5 Yes, 0 No, 1 Recuse, 2 absent. Motion carried |
| 6.4 Continuing Education | None | | |
| 6.5.1 Minnesota State University Moorhead, MN, Minnesota Alliance for Nursing Education (MANE) BSN Program: Request to utilize BSN RNs enrolled in master's program as clinical faculty for Fall 2021. | The Minnesota State University Moorhead, MN, MANE, BSN Program Nurse Administrator is once again requesting approval to use a baccalaureate-prepared nurse enrolled in a graduate program as clinical instructor for Fall 2021 if needed. The program submitted the same request to the Board in January and April 2021 which were approved. The BSN program was started in fall 2020, and due to the pandemic and faculty shortages challenges continue to secure sufficient academically qualified faculty for clinical instruction. The program's clinical sites are primarily located in the Fargo ND community, thus requiring the program to meet NDBON Recognition requirements that clinical faculty be prepared at the master's level while providing | NEC motioned; J Hammer seconded to: Approve the request from the Minnesota State University Moorhead, MN, Minnesota Alliance for Nursing Education (MANE) BSN Program that allows the use of a baccalaureate-prepared registered nurse enrolled and making progress in a master's program for clinical practice instruction Fall 2021 Semester if needed, as the program holds NDBON Annual Recognition, complies with NDCC 43-12.1-17. Nursing Education | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |

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| | oversight of students while in ND healthcare facilities. The program provides nursing education for many ND residents due to the institution's proximity to the ND border. The program's fall semester is from August 23 to December 15, 2021. | 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. | |
| 6.5.2 Collaboration Opportunity with NCSBN for NDBON Annual Nursing Education Report Data Collection and National Database Contribution. | <p>Nursing Education Committee (NEC) provided a report related to the National Council State Boards of Nursing (NCSBN) request for ND participation in data collection for the National Core Annual Report Database for nursing education programs. NCSBN conducted a pilot project during 2021 FY collecting annual education report data for twenty U.S. states interested in participating. The data obtained was used to create the first National Core Annual Nursing Education Report Database.</p> <p>NEC included CUNEA in the consideration of NCSBN's 50 core survey questions and 16 COVID-19 questions. CUNEA members expressed interest in participating and requested a work group to review and revise the annual nursing education questions for alignment with NCSBN and nursing accreditation agency questions. NEC plans to form a workgroup to review and revise the NDBON annual report this FY and have NCSBN begin conducting the report and collecting the education data FY 2023.</p> | <p>NEC motioned; Dragseth seconded to:</p> <p>Approve a collaboration with NCSBN to conduct the NDBON Nursing Education Annual Report. NCSBN will collect data using a survey, clean the data, answer faculty questions related to the survey, and prepare the report. The NDBON will be provided with a copy of the raw data. The NDBON nursing education data will be included in the NCSBN Core Annual Report Database.</p> | <p>Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried</p> |
| 6.5.3 Nursing Education Loan Awards FY 2022 | Reviewed and discussed the Nursing Education Loan Awards for FY 2022. | <p>NEC motioned; J Hammer seconded to:</p> <p>Approve the attached 43 (forty-three) individuals for the Nursing Education Loan for a total amount awarded of \$109,998.04 according to NDAC 54-04.1 Nursing Education Loans.</p> | <p>Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried</p> |
| 6.5.4 U.S. Department of Education State Agency Recognition. | Buchholz provided update on the NDBON petition to the U.S. Department of Education for Continued Recognition as a State Agency. The NDBON is to review and provide edits by September 27, 2021. DOE Surveyor attended NDBON virtual survey interviews with staff and DSU June 9 th . | | |

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| 7.1 APRN applicant consideration-Acute Care Nurse Practitioner-Alencar | Discussed APRN without prescriptive authority applicant, Alencar, including ANCC Acute Care certification, current APRN licensure in Texas as Adult Acute Care NP, and educational degrees. Reviewed SAAG Bergeson memo reviewing law, rules, and the “Grandfather Provision” per NDCC 54-05-03.1-02. | J Hammer motioned; Johnson seconded to: Ratify acceptance of the education and ANCC certification as Acute Care Nurse Practitioner to qualify for APRN licensure in North Dakota. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 7.2 LPN applicant request for consideration of Army 68WM6 Practical Nursing Program to meet licensure by endorsement requirements | Discussed the request for consideration of licensure by endorsement applicant from S.B. to accept the completion of Army 68WM6 Practical Nursing Program as the equivalent of a certificate practical nurse education program with completion of IV therapy course to meet <i>NDAC 54-02-06.1.,4; NDCC 43-12.1-09, 2.b.</i> | Johnson motioned; J Hammer seconded to: Approve the request from licensed practical nurse endorsement applicant S.B. and accept the completion of Army 68WM6 Practical Nursing Program as the equivalent of a certificate practical nurse education program with completion of IV therapy course to meet NDAC 54-02-06.1.,4; NDCC 43-12.1-09, 2.b. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 8.1.1 School Health Technician Administrative Rule Promulgation | Reviewed Department of Instruction (DOI) draft administrative rules related to school health technician, NDBON representation, and SAAG feedback. Discussion included the difference between this role and the role of the UAP – School Personnel. Board and SAAG feedback to be relayed to the DOI rules committee. | | |
| 8.2.1 Fluoroscopy and APRN Scope of Practice | At the April 2021 NDBON meeting, the Board motioned to endorse the ND Medical Imaging and Radiation Therapy Board (NDMIRTB) position statement related to APRNs supervising/performing fluoroscopy. The NDBON and NDMIRTB continued collaborations, including further regulatory networking and research at the national level, and developed a draft joint statement titled, “Advanced Practice Nurses Supervising/Performing Fluoroscopy”. Both Boards will post the draft joint statement for public comment on respective websites and plan to review comments received prior to approval/effective date of August 30, 2021. | J Hammer motioned; Johnson seconded to: Direct staff to public notice the draft ND Board of Nursing and ND Medical Imaging and Radiation Therapy Board Joint Position Statement “Advanced Practice Nurses Supervising/Performing Fluoroscopy” for 30 days; and if no substantial comments received, adopted/effective date will be August 30, 2021. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 8.2.1 (a) A American Registry of Radiologic Technologist | Reviewed draft contract with American Registry of Radiology Technologist Fluoroscopy Examination initiated to meet the certification prerequisites | Froelich motioned; Dragseth seconded to: | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. |

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| Fluoroscopy Examination Contract | necessary for certification as outlined in the “Advanced Practice Nurses Supervising/Performing Fluoroscopy” joint statement. | Accept the contract with American Registry of Radiologic Technologist Fluoroscopy Examination upon NDBON SAAG Simonson’s final review and approval; and direct the Executive Director to sign the contract. | Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 8.2.2 Dialysis Tech Scope of Practice | Reviewed request for Dialysis Tech Scope expansion and the SD Board of Nursing Unlicensed Dialysis Technician Central Line Pilot Project. The Pilot Project material from SDBON was reviewed. The SDBON will share data with the NDBON as they obtain it. | J Hammer motioned; Johnson seconded to: Direct staff to follow up with the South Dakota Board of Nursing upon completion of their trial study regarding dialysis technician accessing central lines and report those finding back to the Board when available. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 9.1 Governance Manual Annual Review | Reviewed Governance Manual. No edits recommended. | Johnson motioned; J Hammer seconded to: Approve the FY 2022 Governance Manual. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 9.2 FY 2022 Meeting Dates and Annual Retreat | Reviewed draft FY 2022 meeting and annual retreat dates. | Dragseth motioned; J Hammer seconded to: Approve the FY 2022 meeting and annual retreat dates. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| 9.3 NDBON Member Terms-Appointment/Reappointments | Reviewed Board Member terms. Governor reappointed Froehlich, Public member and Buettner, APRN member. Pending governor appointment of vacant RN member. Staff has frequently corresponded with Governor’s office for updates related to the vacancy. Vacancy posted on NDBON website April 2021-July 2021; and ND Center for Nursing social media and website. | | |
| 9.4 Election of Officers | No elections required FY 2022. | | |

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| <p>9.5 FY 2022 Committee Charges and Appointments</p> | <p><i>Committee Charges</i> Reviewed committee charges as approved by each respective committee (Nursing Education Committee, Finance Committee, and Executive Committee).</p> | <p>Johnson motioned; J Hammer seconded to: Approve the proposed FY 2022 committee charges as distributed.</p> | <p>Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried</p> |
| | <p><i>Committee Appointments</i> Discussed open committee positions, including one Nursing Education Committee vacancy; consideration of two Finance Committee positions; and consideration of Risk Management Committee.</p> | <p>Froehlich motioned; J Hammer seconded to: Executive Committee: President Christianson, Vice-President Buettner, Treasurer J Hammer Nursing Education Committee: Johnson (Chair) 2020-2022; Froehlich 2020-2022; Christianson 2021-2023 Finance Committee: J Hammer (Treasurer/Chair); Buettner; Johnston Risk Management Committee (1 year term): Dragseth Board Representatives for PDMP Committee: Pfenning, Christianson Center for Nursing (October 2020-2023): Christianson, Johnston (alternate 2020-2023)</p> | <p>Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried</p> |
| <p>10.1 Staff Update</p> | <p>Pfenning provided update on current staffing, succession planning, and operations. Interviewing for new hires in July to replace upcoming retirement FTE. New hire to start September 1.</p> | | |
| <p>10.2 Approval of new position description</p> | <p>Reviewed position title and descriptions developed for an Operations Director to replace the Technology Specialist position description upon changes in staff due to retirements and to meet current office operational needs.</p> | <p>J. Hammer motioned; Dragseth seconded to: Approve the new staff position description, Associate Director for Operations; and to retire the Technology Specialist position to be implemented upon changes in</p> | <p>Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried</p> |

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| | | staff due to retirement and to meet current office operational needs. | |
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| 10.3 Pfenning-George Washington University/NCSBN Scholarship- “Health Policy and Media Engagement” Graduate” certificate program | Pfenning awarded NCSBN scholarship for a graduate certificate program through George Washington University titled, “Health Policy and Media Engagement”. Pfenning has been accepted into the program to start Fall 2021 for three semesters and 15 credits. President Christianson provided the required letter of support for scholarship. | Johnson motioned; Dragseth seconded to: Ratify the acceptance of the National Council of State Board of Nursing Scholarship for the “Health Policy and Media Engagement” certification program through George Washington University starting Fall 2021 to support Stacey Pfenning in her role development as Executive Director. | Buettner, absent; Christianson, yes; Dragseth, yes; Froelich, yes; J. Hammer, Yes M. Hammer, yes; Johnson, yes; Johnston, absent 6 Yes, 0 No, 2 absent. Motion carried |
| Adjournment | Adjournment at 1:14 p.m. | Dragseth motioned; Froehlich seconded to: Adjourn the meeting. | |
| 3.0 Consent Agenda (Ratifications and acknowledgements of requests and notifications to the NDBON) | | | |
| <ul style="list-style-type: none"> 3.1 Meetings, conferences, committees-Board representation <ul style="list-style-type: none"> 3.1.1 NLC Conference-May; Commission & Executive Committees-Pfenning (Vice Chair) 3.1.2 NLC Compliance Committee -Hanson; NLC Research Committee-Buchholz (Chair) 3.1.3 NCSBN Leadership Succession Committee – Buchholz 3.1.4 NCSBN Discipline Case Management Conference-May 2021 3.1.5 ND PDMP Advisory Council-June 2021-Pfenning 3.2 Notifications and requests to the Board <ul style="list-style-type: none"> 3.2.1 ND Malpractice Reports 3.3 Legislative Update <ul style="list-style-type: none"> 3.3.1 Legislative update-NDHA publication 3.4 Unlicensed Assistive Person /Medication Assistant 3.5 Licensure <ul style="list-style-type: none"> 3.5.1 NCLEX RN Third Quarter FY updates 3.5.2 NCLEX PN Third Quarter FY updates 3.6 Discipline <ul style="list-style-type: none"> 3.6.1 Discipline statistics/case activity report 3.6.2 NLC case log 3.7 Academic and Continuing Nursing Education <ul style="list-style-type: none"> 3.7.1 Ratification of approval for continuing education for contact hours-April to June 2021 3.7.2 Annual Statistics & Recognized Distance Nursing Education Programs student placements Summer 2021 3.7.3 Faculty Developmental Program updates – Next due October 1, 2021 3.7.4 Education Program Survey Schedule Fall 2021updates | | | |

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3.7.5 University of Cincinnati: Letter of Concern related to MSN NP Program student placements without submission of required documentation.

3.7.6 Dickinson State University, AASPN & BSN Programs, Change in Program Nurse Administrator, Effective July 1, 2021.

3.7.7 University of Mary, BSN & DNP Programs, Change in Program Nurse Administrator, Effective September 1, 2021.

3.7.8 Accreditation Commission for Education in Nursing (ACEN) Disclosure Statement Regarding the ADN Program at Excelsior College, Albany, NY, October 1, 2020.

3.7.9 Society to Improve Diagnosis in Medicine (SIDM) Initiative Resources

3.8 Practice

3.9 Board Committees/meetings/staff presentations/DNC/Staff updates

3.9.1 NDNC Summer Edition-Fluoroscopy statement

3.9.2 National staff presentations in June/July: 1) NLC Conference-Pfenning, Buchholz, Hanson; 2) NCSBN Discipline Case Management Conference-Pfenning 3) 2021 ACEN Nursing Education Accreditation Conference July 15- Buchholz.

The meeting recessed for 10 minutes break in am

Recessed for lunch 12:08 – 12:40 pm

Adjourned at 1:14 pm motioned by Dragseth and second by Froehlich on 07/22/2021.

Stacey Pfenning, DNP, APRN, FNP, FAANP

North Dakota Board of Nursing Executive Director

Approved by ND Board of Nursing 10/2021