

**North Dakota Board of Nursing
Meeting Minutes – July 25, 2024**

Call to Order: July 25, 2024, at 8:00 a.m. Central Time
NDBON Board Conference Room: 919 S 7th Street, Suite 504, Bismarck, ND and Video Conference

Roll Call: Quorum declared with 8 members present (1 LPN position vacancy).

Kevin Buettner, APRN Member, President	Dana Pazdernik, RN Member
Sarah Friestad, LPN Member	Samantha Richter, RN Member
Cheryl Froelich, Public Member	Maggie Seamands, RN Member
Melodi Krank, RN Member	Joseph Vetter, RN Member

Staff Present:

Stacey Pfenning, APRN, Executive Director	Melissa Hanson, RN, Associate Director for Compliance
Tammy Buchholz, RN, Associate Director for Education	Michael Frovarp, Accounting/Licensure Specialist
Kyle Martin, Associate Director for Operations	Corrie Lund, RN, Associate Director for Practice
Sam Breen, RN, Nursing Consultant	
Maureen Bentz, RN, Director for Administrative Services and Licensing	
SAAG: <i>Nicholas Simonson available for select agenda items.</i>	

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

Agenda Item	Discussion	Motion	Roll Call Vote
1.1 Conflict of Interest Statement	President Buettner provided a summary of the ND Ethics Commission conflict of interest law and rules.		
1.2 Consent Agenda	Reviewed agenda item 3.0 Consent Agenda (Ratifications, acknowledgements of requests, and notifications).	Seamands motioned; Froelich seconded: Adopt the consent agenda as presented.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
1.3 Agenda-revise, reorder, additions, adoption	Reviewed agenda.	Froelich motioned; Seamands seconded: Approve the agenda as distributed.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
1.4 Dickinson State University AASPN & BSN programs	Reviewed the timeline, summary, and corresponding reference documents. Discussed the signed DSU and Mayville State University MOU appointing Collette Christoffers and Dr. Carey Haugen as 1.0 FTE jointly act as interim nurse administrators for the DSU AASPN and BSN programs. Dr. Haugen and Ms. Christoffers have met with the NDBON education division representatives to	Krank motioned; Richter seconded: Approve the July 12, 2024, Nursing Education Division program survey report to Dickinson State University outlining the areas identified of potential N.D.A.C. 54-03.2 non-compliance for the AASPN and BSN programs after the mass resignation	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried

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	<p>provide updates and seek guidance about NDAC requirements as needed in the past few weeks.</p> <p>Attending in person, Dr. Haugen and Ms. Christoffers provided an overview and update to the Board about their activities since being appointed to the role, and the progress that has been made to hire sufficient faculty to begin DSU nursing classes as planned August 26, 2024.</p>	<p>of the nurse administrator and all full-time nursing faculty members received by NDBON on July 10, 2024, with request to present a plan to the NDBON July 25, 2024.</p> <p>Request a formal update from designated DSU nurse administrators addressing applicable sections of the N.D.A.C. 54-03.2 as provided in the July 12, 2024, Nursing Education Program Survey Report to be considered at the NDBON Special Meeting to be held August (21,22, or 23) 2024.</p>	
1.5 Labor Commissioner and Licensing (9am appointment)	The Labor Commissioner and his staff addressed the NDBON and discussed the interim study of all occupational licensing boards. NDBON answered questions and provided information.		
1.6 Public Forum 10:30 a.m.-11 a.m.	Dr. Jensen, President of Bismarck State College (BSC), provided remarks related to the BSC nursing education programmatic request.		
2.1 Regular meeting Minutes-April 25, 2024	Reviewed draft April 2024 regular board meeting minutes. No corrections identified.	Seamands motioned; Krank seconded: Approve the April 25, 2024, Regular Board meeting minutes as distributed.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
2.2 Finance Committee Meeting Minutes-April 23, 2024	Reviewed the draft April Finance Committee meeting minutes.	<u>Finance Committee:</u> Pazdernik motioned; Buettner seconded: Approved the April 23, 2024, Finance Committee meeting minutes as distributed.	Buettner, yes; Pazdernik, yes 2 Yes, 1 FC vacancy Motion carried
4.1 Financial statements and update	Frovarp provided an overview of the FY 2024 income and expenses, financial statements, and reserve funds. FY 2024-year end update provided.		
The Nursing Education Committee (NEC) met July 9, 2024, to deliberate on nursing education program items and provide recommendations (items 5.1 – 5.5).			
5.1.1 Staff request for approval extension for Dakota Nursing Program Consortium Certificate PN & AAS	The NEC reviewed the request from staff and has made a recommendation for the Board's consideration (supporting documents provided to the Board).	NEC motioned; Pazdernik seconded: Accept the NEC recommendation to approve the staff request to extend approval of the Dakota Nursing	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent

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<p>Programs located at WSC, DCB, LRSC, BSC from July 2024 through October 2024 to complete survey review and reports.</p>		<p>Program Consortium, Certificate PN & AAS Programs located at WSC, DCB, LRSC, BSC from July 2024 through October 2024.</p>	<p>Motion carried</p>
<p>5.1.2 Staff request to correct dates for continued approval of University of Jamestown, Department of Nursing, BSN program –correction to July 2029 for approval, and spring 2029 for survey</p>	<p>The NEC reviewed the request from staff and made a recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Vetter seconded: Accept the NEC recommendation to: 1. Grant continued full approval of the University of Jamestown Baccalaureate Degree Nursing Education Program until July 2029; and 2. Require a Paper/Interim Survey of the University of Jamestown Baccalaureate Degree Nursing Education Program in Spring 2029.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.2.1 Dakota Nursing Program Consortium, Lake Region State College, Nurse Apprenticeship Program, PN Certificate and AAS in Nursing Programs: Bi-Annual Progress Report; request for approval as ongoing part of programs.</p>	<p>The NEC reviewed the progress report and request from the DNP Consortium Director and has made a recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Froelich seconded: Accept the NEC recommendation to: 1. Find the progress report submitted by the Dakota Nursing Program Consortium, Lake Region State College, Nurse Apprenticeship Program, PN Certificate and AAS RN nursing programs utilizing NDAC Innovation in Nursing Education meets the NDBON reporting requirements as outlined in NDAC Periodic Evaluation; and 2. Approve the Lake Region State College, Nurse Apprenticeship Program Innovative Approach as permanent ongoing part of the PN Certificate and AAS RN nursing programs as the programs have full approval and the change complies with NDAC Requesting Continuation of the Innovative Approach.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>

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<p>5.2.2 Dakota Nursing Program Consortium, Bismarck State College, Nurse Apprenticeship Program, PN Certificate and AAS in Nursing Programs: Bi-Annual Progress Report.</p>	<p>The NEC reviewed the progress report from the DNP Consortium Director and has made a recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Richter seconded:</p> <p>Accept the NEC recommendation to:</p> <ol style="list-style-type: none"> 1. Find the progress report submitted by the Dakota Nursing Program Consortium, Bismarck State College, Nurse Apprenticeship Program, PN Certificate and AAS RN Nursing Programs utilizing NDAC Innovation in Nursing Education meets the NDBON reporting requirements as outlined in NDAC Periodic Evaluation; and 2. Approve the Bismarck State College, Nurse Apprenticeship Programs through July 2025, and require the consortium director to submit a progress report December 20, 2024, and June 27, 2025, providing evidence of outcomes being met and public protection not compromised for consideration of continued approval of the innovative approach as required in NDAC Requesting Continuation of the Innovative Approach. 	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.3.1 University of North Dakota (UND), College of Nursing and Professional Disciplines (CNPD), Doctor of Nursing Practice (DNP) Program: Addition of Degree offered by Program.</p>	<p>The NEC reviewed the progress report from the DNP Consortium Director and has made a recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Pazdernik seconded:</p> <p>Accept the NEC recommendation to approve the request from the University of North Dakota, Department of Nursing, DNP Program, for the addition of a degree offered, the post-baccalaureate to Doctor of Nursing Practice Degree for the Family Nurse Practitioner and Psychiatric Mental Health Nurse Practitioner specialty tracks as the program has full approval, and the changes comply with NDAC Programmatic Changes.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.3.2 Dakota Nursing Program Consortium,</p>	<p>The NEC reviewed the request from the DNP Consortium Director and has made a</p>	<p>NEC motioned; Froelich seconded:</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes;</p>

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<p>Bismarck State College, request to add AAS RN Nursing program to the satellite site in Hazen, ND.</p>	<p>recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>Accept the NEC recommendation to approve the request for addition of the satellite site in Hazen, ND for the Dakota Nursing Program Consortium, Bismarck State College, AAS RN Program, as the program has full approval, and the change complies with NDAC Programmatic Changes.</p>	<p>Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.3.3 Dickinson State University (DSU), Department of Nursing (DON), Associate of Applied Science Practical Nurse (AASPN) Program: Change in Student Learning Outcomes for the Program.</p>	<p>The NEC reviewed the request from the DSU nurse administrator and has made a recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Friestad seconded: Accept the NEC recommendation to approve the request for a change to end of program student learning outcomes for the Dickinson State University, Department of Nursing, AASPN Program, as the program has full approval, and the change complies with NDAC Programmatic Changes.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.3.4 Dakota Nursing Program Consortium, Dakota College at Bottineau, request for change in organizational structures affecting the nursing division</p>	<p>The NEC reviewed the request from the DNP Consortium Director and has made a recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Vetter seconded: Accept the NEC recommendation to approve the request for change in organizational structures affecting the nursing division for the Dakota Nursing Program Consortium, Dakota College at Bottineau, PN and RN Programs, as the programs have full approval, and the change complies with NDAC Programmatic Changes.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.3.5 North Dakota State University, College of Health Professions (becoming College of Health and Human Sciences-CHHS) School of Nursing, request for change in organizational structures affecting the nursing division</p>	<p>The NEC reviewed the request from the NDSU nurse administrator and has made a recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Pazdernik seconded: Accept the NEC recommendation to approve the request for change in organizational structures affecting the nursing division for the North Dakota State University, BSN and DNP Programs, as the programs have full approval, and the change complies with NDAC Programmatic Changes.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>

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<p>5.3.6 North Dakota State University, College of Health and Human Sciences, School of Nursing, Doctor of Nursing Practice and Baccalaureate Programs, request for change in student learning outcomes.</p>	<p>The NEC reviewed the request from the NDSU nurse administrator and has made a recommendation for the Board's consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Froelich seconded: Accept the NEC recommendation to approve the request for a change in student learning outcomes for the North Dakota State University, School of Nursing, DNP and BSN Programs, as the programs have full approval, and the change complies with NDAC Programmatic Changes.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.3.7 North Dakota State University, College of Health and Human Sciences, School of Nursing, Baccalaureate Program, request for deletion of courses CHP 400, NURS 460, NURS 322, and addition of course NURS 463, fall 2024.</p>	<p>The NEC reviewed the request from the NDSU nurse administrator and has made a recommendation for the Board's consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Richter seconded: Accept the NEC recommendation to approve the request for the deletion of courses CHP 400, NURS 460, NURS 322 and addition of course NURS 463 for the North Dakota State University, School of Nursing, Baccalaureate Program, as the program has full approval, and the changes comply with NDAC Programmatic Changes.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.3.8 North Dakota State University, College of Health and Human Sciences, School of Nursing (SON), LPN to BSN program, request for addition of course NURS 307.</p>	<p>The NEC reviewed the request from the NDSU nurse administrator and has made a recommendation for the Board's consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Pazdernik seconded: Accept the NEC recommendation to approve the request for the addition of new course NURS 307 for the North Dakota State University, School of Nursing, LPN to BSN Program, as the program has full approval, and the changes comply with NDAC Programmatic Changes.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.3.9 North Dakota State College of Science, Department of Nursing, request for change in organizational structures affecting the nursing division.</p>	<p>The NEC reviewed the request from the NDSCS nurse administrator and has made a recommendation for the Board's consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Froelich seconded: Accept the NEC recommendation to approve the request for change in organizational structures affecting the nursing division for the North Dakota State College of Science, Department of Nursing, PN and RN Programs, as the programs have full approval, and the change complies with NDAC Programmatic Changes.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>

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<p>5.3.10 North Dakota State College of Science (NDSCS), Department of Nursing, LPN to RN Program, request for enrollment increase equal to or greater than 8 students/25% of current admission (16 seats).</p>	<p>The NEC reviewed the request from the NDSCS nurse administrator and has made a recommendation for the Board's consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Pazdernik seconded: Accept the NEC recommendation to approve the request for enrollment increase of 16 seats for the North Dakota State College of Science, Department of Nursing, LPN to RN program as the program has full approval, and the change complies with NDAC Programmatic Changes.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.3.11 Dakota Nursing Program Consortium, Bismarck State College, PN Certificate and AAS RN Programs request for change in organizational structures affecting the nursing division, fall 2023</p>	<p>The NEC reviewed the request from the DNP Consortium Director and has made a recommendation for the Board's consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Pazdernik seconded: Accept the NEC recommendation to approve the request for change in organizational structures affecting the nursing division for the Dakota Nursing Program Consortium, Bismarck State College, PN Certificate and AAS RN Programs as the programs have full approval, and the change complies with NDAC Programmatic Changes.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.3.12 Dakota Nursing Program Consortium, Bismarck State College, PN Certificate and AAS in Nursing Programs: request for Increase in enrollment, addition of 20 seats, 10 per program for 100 total students on campus, fall 2024</p>	<p>At the April NEC and Board meetings, the request from the DNPC Bismarck State College (BSC) to increase student enrollment numbers for both the PN Certificate and AAS Programs at the Bismarck campus site was discussed. The NEC recommended the Board deny the enrollment increase request for both programs due to concerns about faculty resources to support the increase identified by surveyors during the March interviews and document reviews for the onsite survey.</p> <p>The NEC recommended the request be submitted for consideration at the July 2024 NEC and Board meetings if concerns about faculty resources had been resolved. The Board met April 25th and followed the NEC's recommendation after robust discussion involving BSC and DNPC leadership and guidance of legal counsel by SAAG Simonson.</p> <p>July 17th Julie Traynor, DNPC Director asked to add the BSC request for an enrollment increase to the July Board meeting agenda and provided an updated</p>	<p>Krank motioned; Vetter seconded: Approve moving the DNPC, BSC PN Certificate and AAS in Nursing Programs request for an increase in enrollment to the August 2024 Special NEC and Board meetings for review and consideration.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>

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	<p>request letter. Buchholz met briefly with Traynor to discuss the request and inquire about why it had not been submitted for the July 9th NEC meeting for recommendation to the Board. The letter cites an influx of requests to join BSC’s nursing program by students impacted by the DSU situation.</p> <p>Due to the request not being submitted to the NEC, following the usual procedure, and due to the lateness of the request, there was no NEC or staff recommendation.</p>		
<p>5.4.1 Minnesota State Community and Technical College, Detroit Lakes, MN, RN Refresher Course Survey, request for continued full approval.</p>	<p>The NEC reviewed the request from the M State, RN Refresher Course coordinator for continued approval and the survey report and has made a recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Seamands seconded:</p> <p>Accept the Nursing Education Committee recommendation to:</p> <ol style="list-style-type: none"> 1. Find the Minnesota State Community and Technical College, Workforce Development Solutions, RN Refresher Course in full compliance with requirements as outlined in the NDBON Refresher Course Guidelines, NDAC 54-02 Nurse Licensure and 54-03.2 Standards for Nursing Education Programs, and 2. Grant Continued Full Approval of the RN Refresher Course until July 2028, and 3. Require a Paper Survey of the RN Refresher Course in April 2028 for Continued Full Approval. 	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.4.2 Prairie Educational Services, LPN IV Therapy Course Survey, request for extension of approval through October 2024.</p>	<p>The NEC reviewed the request from the Prairie Educational Services, LPN IV Therapy Course coordinator and has made a recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Seamands seconded:</p> <p>Accept the NEC recommendation to approve the request to extend approval of the Prairie Educational Services, LPN IV Therapy Course from July 2024 through October 2024.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.4.3 ND State College of Science, Department of Nursing, LPN IV Therapy Course</p>	<p>The NEC reviewed the request from the NDSC LPN IV Therapy Course coordinator/nurse administrator for initial approval and the survey report has made a recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Pazdernik seconded:</p> <p>Accept the NEC recommendation to:</p> <ol style="list-style-type: none"> 1. Find the North Dakota State College of Science, LPN 	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent</p>

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<p>Survey, request for initial approval.</p>		<p>Intravenous Therapy Course in full compliance with requirements as outlined in NDBON Guidelines for Licensed Practical Nurse Intravenous Therapy Course, NDAC Standards of Practice for Licensed Practical Nurses and Standards for Nursing Education Programs, and</p> <p>2. Grant Initial Full Approval of the North Dakota State College of Science LPN Intravenous Therapy Course until July 2028, and</p> <p>3. Require a Paper Survey of the North Dakota State College of Science LPN Intravenous Therapy Course in April 2028 for Continued Full Approval</p>	<p>Motion carried</p>
<p>5.5.1 Recognized Distance Program: Rasmussen University, ADN Program, Moorhead, MN – request to use two academically unqualified faculty enrolled in graduate program for clinical fall 2024, spring 2025</p>	<p>The Nurse Administrator for the Rasmussen University, ADN/RN Program, Moorhead, MN, submitted a request July 11, 2024, for approval to use baccalaureate-prepared nurses enrolled in graduate programs as clinical instructors.</p> <p>Due to the request not being submitted to the NEC, following the usual process and procedure and due to the lateness of the request, there was no NEC or staff recommendation.</p>	<p>Krank motioned; Froelich seconded:</p> <p>Approve moving the Rasmussen University, Moorhead, MN, ADN Program request for to use two baccalaureate-prepared RNs enrolled and making progress in master’s programs for clinical practice instruction to the August 2024 Special NEC and Board meetings for review and consideration.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.5.2 Review/Approval Recommendations for Final Draft FY 2022-2023 Nursing Education Annual Report</p>	<p>The NEC reviewed the Education Annual Report and has made a recommendation for the Board’s consideration (supporting document provided to the Board).</p>	<p>NEC motioned; Richter seconded:</p> <p>Accept the NEC recommendation to approve the Fiscal Year 2022-2023 Nursing Education Annual Report to include nurse administrator edits.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>5.5.3 Consideration of Nursing Education Loan Award Disbursements for Fiscal Year 2025</p>	<p>The NEC reviewed the Nursing Education Loan (NEL) disbursement options and made a recommendation for the Board’s consideration (supporting document provided to the Board).</p>	<p>NEC motioned; Vetter seconded:</p> <p>Accept the NEC recommendation to approve the 56 eligible individuals for the NEL for a total amount of \$100,000.43 according to NDAC 54-04.1 Nursing Education Loan.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, recuse; Richter, yes; Seamands, yes; Vetter, yes. 7 Yes, 0 No, 0 absent, 1 Recuse. Motion carried</p>

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	<p><u>Conflict of Interest Disclosure and Neutral Review:</u> Per North Dakota Ethic Commission rules, NDBON serves as neutral reviewer to vote on if a conflict of interest exists. Pazdernik would not participate in neutral reviewer vote nor be included in vote tally.</p>	<p>Froelich motioned; Richter seconded:</p> <p>Affirm that a conflict of interest exists and grant the request for recusal of Pazdernik from deliberating on item 5.5.3 Consideration of Nursing Education Loan Awards.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Richter, yes; Seamands, yes; Vetter, yes. 7 Yes, 0 No Motion carried</p>
6.1 APRN applicant consideration – Kon and Sileo	<p>Discussed APRN applicants, Kon and Sileo, including Acute Care NP certifications, transcripts, and current APRN licensures. Reviewed SAAG Bergeson memo reviewing law, rules, and the “Grandfather Provision” per NDCC 54-05-03.1-02.</p>	<p>Seamands motioned; Krank seconded:</p> <p>Approve acceptance of the education and certification as Acute Care Nurse Practitioner to qualify for APRN licensure in North Dakota:</p> <ul style="list-style-type: none"> • Kon-Approve as Adult NP without prescriptive authority • Sileo-Approve as Adult NP with prescriptive authority. 	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
6.2 Excelsior endorsement applicants	<p>Three RN endorsement applicants who completed the LPN to RN program through Excelsior were reviewed.</p>	<p>Vetter motioned; Krank seconded:</p> <p>Approve the following RN licensure applicants as they completed the Excelsior LPN to RN Program and obtained more than 400 nursing practice hours in the previous four years to meet NDAC 54-02-01-14(2) Recognition of programs from other Jurisdictions; As otherwise approved by the Board:</p> <ul style="list-style-type: none"> • A. Recker, RN • L. Roterig, RN • V. Yerbich, RN 	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
6.3 Applicants not meeting minimum licensure qualifications	<p>Reviewed three applicants whose initial application for licensure did not meet licensure requirements and received non-disciplinary denials.</p>	<p>Krank motioned; Richter seconded:</p> <p>Board considers the following non-disciplinary denials of applicants who do not meet minimum qualifications for licensure in ND:</p> <ul style="list-style-type: none"> • L. Montoban, RN exam applicant ratify non-disciplinary denial • S. Perrenod, RN endorsement and APRN initial applicant approve for licensure 	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>

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		<ul style="list-style-type: none"> • M. Davis, RN endorsement applicant ratify non-disciplinary denial 	
6.4 International Education Evaluations – credentials evaluation service approval	Reviewed a request from International Education Evaluation services to be added as a NDBON approved credentials service for ND licensure applications.	Krank motioned; Vetter seconded: Approve the addition of International Education Evaluations credentials evaluation service to the Board-approved list of credentials evaluation agencies.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
6.5 Ratification of updated Fee Schedule–Retest fees	Reviewed the updated draft of the fee schedule to include the addition of a \$50 fee for applicants who apply to retest or retake the NCLEX. The fee was implemented July 1, 2024.	Richter motioned; Seamands seconded: Ratify the retest licensure/registry fee of \$50 per retest application with an effective date of July 1, 2024.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
6.6 UAP certification for MAIII and Surgical Technicians	Reviewed the ND approved agencies for UAP and MAIII registry. A comparison of agencies was reviewed to determine acceptance of additional agencies for certification requirements for ND UAP registry.	Krank motioned; Pazdernik seconded: Approve the addition of the following UAP/MAIII Certification agencies for registry: <ul style="list-style-type: none"> • National Association for Health Professionals (NAHP) certification for Medication Assistant III registry, and • American Allied Health (AAH) certification for surgical technician registry in North Dakota. 	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
6.7 Application considerations- Mathew RN and Smith LPN	Reviewed request from J. Mathew RN endorsement applicant for consideration of completion of a 3-year diploma RN in general nursing to meet requirements for ND licensure. Reviewed pertinent documents including credentials evaluation for international nursing education equivalency and staff comparison of the curriculum of the 3-year diploma general nursing program course work completed with <i>NDAC 54-03.2-06-07,(3)</i> .	Pazdernik motioned; Vetter seconded: Approve the request from RN endorsement applicant J. Mathew to accept the completion of 3-year diploma RN in general nursing international nursing education program to meet the minimum <i>NDAC 54.03.2-06-07,(3)</i> associate degree registered nurse program curriculum requirements for license by endorsement according to <i>NDAC 54-02-06-01,(2)</i>; <i>NDCC 43-12.1-09,(2)(b)</i>; and Board policy.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried

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	Reviewed request from F. Smith LPN endorsement applicant for consideration of partial completion of a nursing education program with no degree granted. Reviewed pertinent documents and the staff analysis of alignment with NDCC and NDAC.	Seamands motioned; Krank seconded: Deny the request from LPN endorsement applicant F. Smith to accept partial completion of an associate degree RN program and no degree to meet the minimum NDAC 54.03.2-06-07,(1) Practical Nurse Program Curriculum Requirements for License by Endorsement according to NDAC 54-02-06-01, (1.d); NDCC 43-12.1-09, (2)(b)(2).	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
6.8 Limited Reactivation Policy	Reviewed the draft document which transitions the prior Pandemic Emergency Limited License Policy to the Limited Reactivation Policy.	Krank motioned; Vetter seconded: Approve the Reactivation to Limited License or Limited Registration policy and archive the Emergency Limited License/Registration policy.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
7.1 Legislative/Rules	No updates.		
7.2 Practice Division Director update	Lund provided updates on the practice division, including the exploration of national research and other BON practice guidance related to emerging IV hydration clinics.		
8.1 Elections of Officer	Officer elections conducted per Governance Manual procedures. Dr. Buettner's second board term ends July 2025. Ballots were completed and recorded electronically.	Pazdernik motioned; Froelich seconded: Approve the following election of officers: <ul style="list-style-type: none"> • Dr. Buettner as President for a one-year term ending July 2025; • Krank as Vice President for a two-year term ending July 2026; • Vetter as Treasurer for a two-year term ending July 2026. 	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
8.2 FY 2025 Meeting Dates	Reviewed proposed NDBON meeting dates.	Vetter motioned; Richter seconded: Accept the FY 2025 regular meeting dates and annual retreat as follows: <ul style="list-style-type: none"> • Regular Board meetings: October 24, 2024, January 23, 2025, April 24, 2025, July 24, 2025; 	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried

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		<ul style="list-style-type: none"> • Board Retreat: October 23, 2024 NDBON Retreat; • Committees: as scheduled by respective committees 	
8.3 Governance Manual	Reviewed updated Governance manual reflecting newly enacted Strategic Plan.	<p>Pazdernik motioned; Froelich seconded:</p> <p>Approve the revisions to the Governance Manual to include the updated Strategic Plan components as distributed.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
8.4 Committee Charges FY 2025	Charges approved by NDBON committees reviewed.	<p>Froelich motioned; Richter seconded:</p> <p>Approve the proposed FY 2025 committee charges.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
8.5 Committee Appointments FY 2025	Discussed committee appointments for FY 2025. The ND Center for Nursing (CFN) appointed Maureen Bentz (NDBON staff) as President Elect. The NEC appointments were completed in April.	<p>Pazdernik motioned; Seamands seconded:</p> <p>Approve the FY 2025 committee appointments:</p> <ul style="list-style-type: none"> • Executive Committee: President Buettner, Vice President Krank, Treasurer Vetter. • Finance Committee: Treasurer Vetter (Chair), Buettner, Pazdernik. • Alternative to Discipline: Buettner, Seamands; External member: Wendi Johnston, Dr. Mary Beth Johnson. • Risk Management: Friestad. • Strategic Planning Committee: Vice President Krank (Chair), Richter, Froelich. • CFN Representative and CFN President Elect- Maureen Bentz (staff); Alternate: Seamands (2024-2026). • PDMP: Buettner and Pfenning (staff). 	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>

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9.1 Operations update	Martin provided an update on ORBS migration, the upcoming enhancements to the NDBON website, and other items specific to operations.		
10.3 Executive Session	Agenda item 10.3.1 includes personal health information which requires an executive session. The executive session began at 1:24 pm and was attended by Board Members as indicated on the 10.3.1 roll call voting, Board staff (Pfenning, Hanson, Bentz, Lund, Breen, and Martin), and the licensee (individually for an assigned period during the respective agenda item discussion).	Seamands motioned; Froelich seconded: Hold an Executive Session to consider the following agenda items according to NDCC Section 44-04-18.1: 10.3.1 Samantha Caulfield to discuss closed, confidential, or exempt records.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, absent; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 7 Yes, 0 No, 1 absent Motion carried
	Adjourned executive session at 1:38 pm and meeting opened to public onsite and videoconference.	Seamands motioned; Richter seconded: Adjourn the Executive Session and open the meeting to the public a 1:38 pm.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, absent; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 1 absent Motion carried
10.3.1 Request for Reinstatement- Samantha Caulfield, RN	Convened in open meeting to consider Samantha Caulfield's request for reinstatement. Ms. Tucker presented in person. The Compliance Advisory Council recommendation of reinstatement to a three-year encumbrance was reviewed.	Seamands motioned; Richter seconded: Grant reinstatement of Samantha Caulfield's RN license to encumbered status for three (3) years with terms and conditions of the encumbrance as established by the Board and as set out in the Board Order as she has fulfilled all requirements for reinstatement.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, recuse; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 7 Yes, 0 No, 0 absent, 1 recusal Motion carried
	<u>Conflict of Interest Disclosure and Neutral Review:</u> Per North Dakota Ethic Commission rules, NDBON serves as neutral reviewer to vote on if a conflict of interest exists. Krank would not participate in neutral reviewer vote nor be included in vote tally.	Seamands motioned; Richter seconded: Affirm that a conflict of interest exists and grant the request for recusal of Krank from deliberating on item 10.3.1.	Buettner, yes; Friestad, yes; Froelich, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 7 Yes, 0 No, 0 absent Motion carried
10.6.1 Surrender- Kim Hartje, RN, LPN (lapsed)	On August 24, 2023, Respondent finished both the theory and clinical component of a nurse refresher course and began the three-year encumbrance of her RN license, with specific terms and conditions as specified in her Order for Reinstatement of License approved on April 22, 2021. To date, Respondent has been compliant with all terms and conditions of the Order. However, Respondent hereby states that	Vetter motioned; Seamands seconded: Ratify the Surrender of Kim Hartje's RN license, which was signed by Executive Director Pfenning on July 24, 2024.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried

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	she does not desire to continue to be licensed or registered to practice nursing in ND, and Respondent freely and knowingly surrenders her license to the Board. Hartje signed and submitted a surrender on July 24, 2024. Executive Director Pfenning approved and signed the Surrender on July 24, 2024.		
10.8.1 Stipulation for Settlement – Amanda Dockter, RN	PVR received February 7, 2024, from Flex Care Medical Staffing, Roseville, CA. DOE: March 14, 2022, to December 18, 2023. Terminated from employment. Allegations related to forging a signature of NP on pre-employment physical.	Krank motioned; Pazdernik seconded: Accept the terms of the proposed Stipulation for Settlement for Amanda Dockter, RN and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$700 penalty plus costs and disbursements; • Courses on professional accountability and ethics in nursing; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
10.8.2 Stipulation for Settlement – Sherry Fjestad, RN, LPN (lapsed)	PVR received April 10, 2024, from North Dakota Surgery Center, Grand Forks, ND. DOE: August 2, 2021, to May 17, 2024. Terminated from employment. Allegations related to suspected diversion of controlled medications.	Richter motioned; Krank seconded: Accept the terms of the proposed Stipulation for Settlement for Sherry Fjestad, RN and enter its order to: <ul style="list-style-type: none"> • Suspend her license for an indefinite period until terms met; • Assess \$2,000 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
10.8.3 Stipulation for Settlement – Dawn Harvey, OH PTP RN	PVR received January 4, 2024, from LRS Healthcare, Omaha, NE. Contracted employment at Bethany Homes in Fargo, ND from November 13, 2023, to December 13, 2023. Contract terminated. Allegations related to failure to change three residents' wound dressings and then falsified charting to indicate they had been changed.	Vetter motioned; Seamands seconded: Accept the terms of the proposed Stipulation for Settlement for Dawn Harvey, RN and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$700 penalty plus costs and disbursements; • Courses on professional accountability and ethics in nursing; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried

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<p>10.8.4 Stipulation for Settlement – Rachel Roder, RN</p>	<p>PVR received February 5, 2024, from University of Mary in Bismarck, ND. Began teaching at the University of Jamestown in the fall of 2020 and resigned on January 29, 2024. Allegations r/t fraud-misled employer and North Dakota Board of Nursing of nursing academic credentials.</p>	<p>Seamands motioned; Richter seconded:</p> <p>Accept the terms of the proposed Stipulation for Settlement for Rachel Roder, RN and enter its order to:</p> <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$1,400 penalty plus costs and disbursements; • Courses on professional accountability and ethics in nursing; and • Other terms as set out in Board order. 	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>10.8.5 Stipulation for Settlement – Tessa Van Doorne, RN</p>	<p>1st PVR received December 19, 2023, anonymous, with allegations related to improper delegation, improper training, and falsification of records.</p> <p>2nd PVR received February 7, 2024, from a concerned citizen. Allegations related to directing staff to no longer complete care plans with residents and families, and requiring residents use one of two pharmacies against state regulations.</p> <p>Both PVRs related to her employment at Evergreen (Agemark Senior Living) in Dickinson, ND. Employed by Agemark Senior Living from March 13, 2018, to November 13, 2023. Employment terminated.</p>	<p>Krank motioned; Pazdernik seconded:</p> <p>Accept the terms of the proposed Stipulation for Settlement for Tessa Van Doorne, RN and enter its order to:</p> <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$700 penalty plus costs and disbursements; • Courses on professional accountability and ethics in nursing; and • Other terms as set out in Board order. 	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>10.8.6 Stipulation for Settlement – Christina Silkey, RN, LPN (lapsed)</p>	<p>PVR received on June 11, 2024, from a concerned medical provider employed at Sanford Health, Dickinson, ND. Began working at the clinic in 1993, and at time of investigation was still employed there. Allegations related to working while impaired and substance use issues.</p>	<p>Pazdernik motioned; Krank seconded:</p> <p>Accept the terms of the proposed Stipulation for Settlement for Christina Silkey, RN and enter its order to:</p> <ul style="list-style-type: none"> • Suspend her license for an indefinite period until terms met; • Assess \$1,000 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried</p>
<p>10.8.7 Stipulation for Settlement –Ericka Pagnac, RN, LPN (lapsed)</p>	<p>PVR received on February 29, 2024, from Altru-Encompass Health Rehabilitation Hospital, Grand Forks, ND. DOE: January 10, 2023, to March 1, 2024. Employment was terminated on March 1,</p>	<p>Richter motioned; Krank seconded:</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes.</p>

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	2024. Allegations related to entering orders for Oxycodone instead of ordered Norco- changed the order without consulting a provider for an order.	Accept the terms of the proposed Stipulation for Settlement for Ericka Pagnac, RN and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$700 penalty plus costs and disbursements; • Courses on professional accountability, medication administration, documentation, and ethics in nursing; and • Other terms as set out in Board order. 	8 Yes, 0 No, 0 absent Motion carried
10.8.8 Stipulation for Settlement- Jayme Metzger, LPN, RN Exam Applicant	PVR received on April 2, 2024, from Wedgewood Manor, Cavalier, ND. DOE: March 31, 2023, to April 10, 2024. Employment was terminated on April 10, 2024. Allegations related to suspected diversion of narcotics.	Seamands motioned; Richter seconded: Accept the terms of the proposed Stipulation for Settlement for Jayme Metzger, RN and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$1,200 penalty plus costs and disbursements; • Courses on professional accountability, medication administration, documentation, and ethics in nursing; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
10.8.9 Stipulation for Settlement – Marilyn Ek, APRN	Self-Report received on February 23, 2024, and a PVR was received on February 25, 2024 from Tapestry Health, Stratford, CT. DOE: July 18, 2022, to January 23, 2024. Employee resigned. Rehired on February 11, 2024, to February 24, 2024. Employment terminated. Allegations related to prescribing controlled medications via Tapestry Health’s EMR for individuals, including her husband, not patients of Tapestry Health.	Seamands motioned; Vetter seconded: Accept the terms of the proposed Stipulation for Settlement for Marilyn Ek, APRN and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$800 penalty plus costs and disbursements; • Courses on professional accountability, and ethics in nursing; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
10.8.10 Stipulation for Settlement- Samantha Hofmann, RN	PVR received on April 19, 2024, from a member of the Steele County Public Health Advisory Board. DOE: October 2023, to May 2024. Employee	Seamands motioned; Froelich seconded:	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes.

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	resigned. Allegations related to impairment while working and substance use issues.	<p>Accept the terms of the proposed Stipulation for Settlement for Samantha Hofmann, RN and enter its order to:</p> <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$1,400 penalty plus costs and disbursements; • Courses on professional accountability, and ethics in nursing; and • Other terms as set out in Board order. 	8 Yes, 0 No, 0 absent Motion carried
10.8.11 Stipulation for Settlement- Karen Reiser, APRN	PVR received on March 26, 2024, from a concerned physician employed at Sanford Health in Fargo, ND. Concerns related to her employment at Quentin N. Burdick Memorial Hospital in Belcourt, ND. DOE: 2018 to present. Remains employed. Allegations related to lack of knowledge and intervention for a patient with febrile neutropenia.	<p>Krank motioned; Pazdernik seconded:</p> <p>Accept the terms of the proposed Stipulation for Settlement for Karen Reiser, APRN and enter its order to:</p> <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$800 penalty plus costs and disbursements; • Course on professional accountability; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
10.8.12 Stipulation for Settlement- Keifer Pesola, LPN	PVR received on March 10, 2023, from Eventide Sheyenne Crossings, West Fargo, ND. DOE: December 17, 2019, to March 15, 2023. Employment terminated on March 15, 2023. Allegations related to practice outside of scope of practice and failure to follow policies and procedures. License is currently subject to a Notice of Suspension issued by the Board on June 21, 2023.	<p>Richter motioned; Vetter seconded:</p> <p>Accept the terms of the proposed Stipulation for Settlement for Keifer Pesola, LPN and enter its order to:</p> <ul style="list-style-type: none"> • Encumber his license for 18 months; • Assess \$600 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
10.8.13 Stipulation for Settlement- Shawna Meyer, RN	PVR received on April 24, 2024, from Missouri Slope Lutheran Care Center, Bismarck, ND. DOE: January 22, 2024, to April 24, 2024. Employment terminated on March 15, 2023. Allegations related to signs of impairment at work and a positive reasonable suspicion drug screen.	<p>Krank motioned; Richter seconded:</p> <p>Accept the terms of the proposed Stipulation for Settlement for Shawna Meyer, RN and enter its order to:</p> <ul style="list-style-type: none"> • Suspend her license for an indefinite period until terms met; 	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried

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		<ul style="list-style-type: none"> • Assess \$1,000 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	
10.9. Emergency Actions -No Board Action	10.9.1 Bear, Tina R31370, L10250 (lapsed) -Order of Emergency Suspension: July 8, 2024- Respondent's license is SUSPENDED for 5 years or until retracted, modified or superseded by final disciplinary action of the Board or upon agreement between Respondent and the Board		
	10.9.2 Abner-Pence, Amanda, MO PTP LPN 2001030436 -Cease and Desist: On May 31, 2024, Board staff emailed Respondent a letter requiring her to submit to a chemical dependency evaluation with a Board approved Licensed Addiction Counselor within thirty (30) days. To date, the Board has not received any response from Respondent regarding the PVR, or any response from Respondent regarding the chemical dependency evaluation letter. On July 8, 2024, based upon the credible evidence obtained by the Board, the Executive Director of the Board therefore orders Respondent to CEASE AND DESIST from the practice of nursing in the state of North Dakota under any authority or privilege Respondent may currently or later have to practice nursing in the state of North Dakota, including pursuant to any multi-state nursing licensure compact with the Board, until such time as this Cease and Desist Order is retracted, modified or superseded by final disciplinary action by the Board or upon agreement between Respondent and the Board.		
	10.9.3 Good, Chad, R45482 -Cease and Desist Order: On July 18, 2024, Respondent was ordered to CEASE AND DESIST from the practice of nursing in the state of North Dakota under any license, authority or privilege Respondent may currently or later have to practice nursing in the state of North Dakota, including pursuant to any multi-state nursing licensure compact with the Board, until such time as (i) Respondent has completed all of the continuing education requirements for licensure, has submitted verification of his successful completion of the required continuing education, has paid all applicable fees, and has submitted to the Board a written request for reinstatement of his Registered Nurse license, and (ii) the reinstatement is approved by the Board in a subsequent order.		
	10.9.4 Fournier, Debra, R32772 -Cease and Desist Order: On July 18, 2024, Respondent was ordered to CEASE AND DESIST from the practice of nursing in the state of North Dakota under any license, authority or privilege Respondent may currently or later have to practice nursing in the state of North Dakota, including pursuant to any multi-state nursing licensure compact with the Board, until such time as (i) Respondent has completed all of the continuing education requirements for licensure, has submitted verification of her successful completion of the required continuing education, has paid all applicable fees, and has submitted to the Board a written request for reinstatement of her Registered Nurse license, and (ii) the reinstatement is approved by the Board in a subsequent order.		
10.12.1 Order Denying Application– Mohamed Bockarie, RN Exam Applicant, LPN	Applicant submitted application to the Board on September 20, 2021. The Application has remained open as Applicant failed the initial NCLEX test and subsequently requested retesting. Applicant reported on Application that he received his nursing education from Florida College of Health Science in Tampa, Florida. In an Affidavit of Cheryl Stanley, the owner of Florida College of Health Science, that was signed as a part of Operation Nightingale, Stanley stated that: (i) she owned and operated Florida College of Health Science in Tampa, Florida; and (ii) from on or about February 21, 2017, to the present, none of the individuals who were issued Associate of Science diplomas or transcripts from Florida College of Health Science completed the required program hours and clinical training necessary to obtain an	Krank motioned; Seamands seconded: Approve the Order Denying Application for Mohamed Bockarie, RN Exam Applicant.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried

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	Associate of Science nursing degree and transcript, except for 60 individuals named in the attachment to the affidavit. Applicant's name was not included in the attachment to Stanley's affidavit, and his graduation date of January 18, 2019, was recorded on his transcript from Florida College of Health Science.		
10.12.2 Amendment to Order – Agaure Ugboke, RN	Licensee's request for an extension of time to complete the refresher course is granted. Licensee shall be required to complete the refresher course, including both a theory component and a clinical component, by December 31, 2024. Licensee shall not be entitled to have any written request for reissuance heard by the Board until the later of one year of employment as a Registered Nurse or the date on which Licensee has successfully completed the refresher course. The other terms and conditions of the Order shall remain in effect until the Board has heard and approved Licensee's written request for reissuance.	Seamands motioned; Pazdernik seconded: Accept the Amendment to Order for Adaure Ugboke, RN.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, recuse; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent, 1 recuse Motion carried
	<u>Conflict of Interest Disclosure and Neutral Review:</u> Per North Dakota Ethic Commission rules, NDBON serves as neutral reviewer to vote on if a conflict of interest exists. Richter would not participate in neutral reviewer vote nor be included in vote tally.	Seamands motioned; Pazdernik seconded: Affirm that a conflict of interest exists and grant the request for recusal of Richter from deliberating on item 10.12.2.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 7 Yes, 0 No, 0 absent Motion carried
10.12.3 Amendment to Order – Nadia Nunez, LPN	Licensee's request for an extension of time to complete the refresher course is granted. Licensee shall be required to complete the refresher course, including both a theory component and a clinical component, by December 31, 2024. Licensee shall not be entitled to have any written request for reissuance heard by the Board until the later of one year from the date of the Order or the date on which Licensee has successfully completed the refresher course. The other terms and conditions of the Order shall remain in effect until the Board has heard and approved Licensee's written request for reissuance.	Pazdernik motioned; Krank seconded: Accept the Amendment to Order for Nadia Nunez, LPN.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent Motion carried
10.12.4 Order Denying Application – Kayla Grabar, MAIII Applicant	Applicant submitted application for Medication Assistant III registry on May 28, 2024, including a "Verification of Eligibility for Medication Assistant Registration (Students in Nursing Education Program)" form, as required for the Medication	Vetter motioned; Richter seconded: Approve the Order Denying Application for Kayla Grabar, MAIII Applicant.	Buettner, yes; Friestad, yes; Froelich, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 0 absent

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	Assistant III registry. This form must be completed and signed by the Program Administrator or their Designee. On Applicant's form, the "Program Administrator/Designee name (printed)" line had a typed name, and the "Signature of Nursing Program Administrator or Designee" line also had a typed name. The Nursing Program Administrator reported that she did not fill out the form, and that she had not given authority to anyone else to fill out the form.		Motion carried
Adjournment	Adjournment at 3:03 p.m. CT.	Seamands motioned; Vetter seconded: Adjourn the meeting	
<p>3.0 Consent Agenda (Ratifications and acknowledgements of requests and notifications to the NDBON)</p> <ul style="list-style-type: none"> Meetings, conferences, committees-Board representation <ul style="list-style-type: none"> NLC Committees: Commission & Rules Committee-Pfenning; Compliance Committee-Hanson (Vice Chair); Research Committee-Buchholz (Chair); Policy Committee-Bentz; Technology Task Force - Martin NCSBN: Leadership Succession Committee–Buchholz Chair; Model Act & Rules Committee-Pfenning PDMP Advisory Council-June 20-Buettner, Breen ND State Health Council-Pfenning ND Professional Health Program-Bentz ND Center for Nursing-Bentz Vice President; NDBON representative Notifications/Requests to the Board <ul style="list-style-type: none"> Advanced Correctional Healthcare letter Malpractice reports Legislative Update <ul style="list-style-type: none"> Connecticut is 42nd jurisdiction to enact the NLC, May 30, 2024 Chapter 33-11-02 Basic Life Support Ground Ambulance License - Role of the Nurse Unlicensed Assistive Person /Medication Assistant Licensure <ul style="list-style-type: none"> NCLEX RN Quarter 4 end of FY Statistics NCLEX PN Quarter 4 end of FY Statistics Emergency Limited License Exemption review for Nursing Practice Discipline <ul style="list-style-type: none"> Discipline statistics/case activity report NLC case log Academic and Continuing Nursing Education <ul style="list-style-type: none"> Ratification of approval for continuing education for contact hours: April 1-June 30, 2024 Recognized Distance Nursing Education Programs student placements: FY & Summer 2024 Faculty Developmental Program- June 1, 2024, next submissions due October 1, 2024 Education Program Survey Schedule Fall 2024-Spring 2025 			

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DNP Consortium, Bismarck State College, AAS RN Program, ACEN notification of affirmation of continuing accreditation.
DNP Consortium, Lake Region State College, AAS RN Program, ACEN notification of affirmation of continuing accreditation.
Dickinson State University, BSN Program, ACEN notification of continuing accreditation with good cause, Standard 1, lack of evidence nurse administrator has sufficient time for role.
Dickinson State University, AASPN Program, ACEN notification of continuing accreditation with good cause, Standard 1, lack of evidence nurse administrator has sufficient time for role.
University of Jamestown, School of Nursing, Notification of a change in nurse administrator, Jennifer Jacobson, MSN, RN appointed effective July 1, 2024. Dr. Kim Ash assumed position of BSN program director.
Pearson Vue on-site visit and survey-May 31, 2024
Practice
Board Committees/meetings/staff presentations/DNC/Staff updates
NCSBN IT/Conference-Martin presented- “Leveraging Prompting in AI to Improve Operational Efficiency”-Salt Lake City, UT-May 14
Sigma Theta Tau Conference-Bentz and Lund presented- “Scope of Practice, Delegation, and ATD”-Minot, ND-April 12.

Stacey Pfenning, DNP, APRN, FNP, FAANP
North Dakota Board of Nursing Executive Director
Approved by ND Board of Nursing 10/2024