

**North Dakota Board of Nursing
Meeting Minutes – October 26, 2023**

Call to Order: October 26, 2023, at 9:00 a.m. – NDBON Board Conference Room – Video Conference and 919 S 7th Street, Suite 504, Bismarck, ND

Roll Call: Quorum declared with 9 members present.

Kevin Buettner, APRN Member, President	Sarah Friestad, LPN Member
Wendi Johnston, LPN Member Vice President	Maggie Seamands, RN Member
Jamie Hammer, RN Member, Treasurer	Dana Pazdernik, RN Member
Cheryl Froelich, Public Member	Joseph Vetter, RN Member
Melodi Krank, 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
Maureen Bentz, RN, Associate Director for Practice	Corrie Lund, RN, Assistant Director for Compliance
Kyle Martin, Associate Director for Operations	

SAAG: *Nicholas Simonson available for select agenda items.*

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 the consent agenda.	Johnston motioned; Hammer seconded to: Adopt the consent agenda as presented.	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
1.3 Agenda	Reviewed agenda.	Hammer motioned; Krank seconded to: Approve the agenda as distributed	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
1.4 Public Forum 9:30 am – 10:19 am	Sanford Health representatives provided public forum related to dialysis technicians and oxygen administration and requested the Board consider administration of oxygen within the scope of practice of the dialysis technician.		
2.1 Meeting Minutes – July 27, 2023	Reviewed draft July 27, 2023 meeting minutes. No corrections identified.	Johnston motioned; Krank seconded to:	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes;

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		Approve the minutes of the July 27, 2023 regular meeting as distributed.	Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
4.1 Financial statements and updates	Treasurer Hammer provided a financial overview of FY 2023 balance sheet; and the income and expense reports through September.		
4.2 Strategic plan progress report	Reviewed the January – June 2023 strategic plan progress report.	Krank motioned; Johnston seconded to: Accept the Strategic plan progress report for January – June 2023 as distributed.	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
4.3 Revised strategic plan 2024	October 25 NDBON Retreat: Board members, staff, and SAAG Simonson deliberated on the new strategic plan proposed by the Strategic Planning Committee; non-substantive edits were recommended (see Retreat Minutes). October 25 NDBON regular meeting: discussed benchmarking and requested the first progress report with benchmarks be presented at the July 2024 regular meeting.	Johnston motioned; Pazdernik seconded to: Accepted the newly developed strategic plan to be implemented January 2024 and the first progress report to be provided to the Board in July 2024.	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
5.3.1 North Dakota State College of Science, AAS, RN Program, request for enrollment increase, greater than 8 students/ 25% of current admission.	The NDSCS Nurse Administrator is requesting approval of an enrollment increase of 32 additional seats for the AAS RN program. The increase is requested to add a spring cohort of up to 32 students. The spring cohort would use an Interactive Video Network (IVN) to include students from the Wahpeton and Fargo campuses.	Hammer motioned; Krank seconded to: Approve the request for an enrollment increase of 32 seats for the North Dakota State College of Science, AAS registered nurse program as the program has full approval, and the change complies with NDAC 54 03.2-06-02. Programmatic Changes.	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
5.3.2 North Dakota State College of Science, ASN RN Program, request for new course addition.	The NDSCS Nurse Administrator is requesting approval of the addition of the 1-credit elective course, NURS 290, Nurse Internship to the current AAS RN Program curriculum. The course has been approved through the institutional governance processes. The addition of the course is requested in response to healthcare facilities requests to include AAS RN students in their internship programs. The course was structured to meet the NDBON nurse	Krank motioned; Johnston seconded to: Approve the request for the addition of new course NURS 290 for the North Dakota State College of Science, ASN registered nurse program as the program has full approval, and the change complies	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried

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	intern guidelines. Students who are offered a nurse internship must enroll in the course.	with NDAC 54-03.2-06-02. Programmatic Changes.	
5.3.3 University of Mary, LPN to BSN Program, request for change in overall credits for program completion, addition of courses, deletion of courses.	The University of Mary Nurse Administrator is requesting approval of several major programmatic changes for the LPN to BSN Program. Changes were approved through university governance channels. Requested changes include a reduction in total credits hours required for degree completion, a decrease from 70 to 68, deletion of courses NUR 343 Nursing Care of the Older Adult, NUR 323 Concepts of IV Therapy, and NUR 450 Role of the Professional Nurse. New course additions include NUR 349 Adult Health Nursing Practice, NUR 359 Clinical Judgment Family Health, NUR 457 Clinical Judgment Adult Health II, and NUR 459 Clinical Judgment and NCLEX Prep.	Hammer motioned; Krank seconded to: Approve the request for change in overall credit hours (decrease of 2 credits, from 70 to 68) required for program completion, deletion of courses NUR 343, NUR 323, and NUR 450, addition of courses NUR 349, NUR 359, NUR 457, and NUR 459 for the University of Mary, LPN to BSN program, as the program has full approval, and the changes comply with NDAC 54-03.2-06-02. Programmatic Changes.	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
6.1 LPN applicant request for consideration of licensure by endorsement - Fultz	Request from Kelby Fultz for LPN endorsement in ND and consideration of the Army 68WM6 Practical Nurse Program by the NDBON as meeting NDAC 54-02-06.1., 4. Fultz passed the NCLEX-PN in TX and was granted a single state LPN license in March 2022. The TX BON approved the Army 68WM6. Board staff reviewed Army 68MW6 and coursework met or exceeded requirements.	Krank motioned; Hammer seconded to: Approve the request from LPN endorsement applicant K. Fultz to accept the completion of the Army 68WM6 Practical Nursing Program as the equivalent of a Certificate Practical Nurse Education Program to meet NDAC 54-02-06.1(4); NDCC 43-12.1-09(2)(b).	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
6.2 IEN applicant request for consideration for licensure by exam- Wendimu	Request from Blen Wendimu for license by exam eligibility and consideration of the international nursing education program. CGFNS academic credentials evaluation showed graduation from Addis Ababa University BS Midwifery, 2014. Wendimu was licensed as a registered midwife in December 2018. Midwifery course work comparable with NDAC Nursing Education Program Curriculum, associate degree registered nurse programs.	Krank motioned; Johnston seconded to: Approve the request from RN exam applicant B. Wendimu to accept the completion of the bachelor of science in midwifery international nursing education program to meet the minimum NDAC 54-02-01-09; NDCC 43-12.1-09(2)(a); and Board policy.	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
6.3 IEN applicant request for consideration of licensure by endorsement - Devkota	Request from Shreema Devkota for license by endorsement and consideration of the Nepalese nursing education program as meeting NDAC, NDCC and Board approved policy.	Hammer motioned; Froelich seconded to: Approve the request from RN endorsement applicant S. Devkota to accept the completion of the	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent

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	<p>Credentials for Nagarik Community Teaching Hospital, Bhaktapur, Nepal with a three-year proficiency certificate level (PCL) in nursing program in 12/16. Devkota was licensed as a registered nurse in Nepal, 3/17</p> <p>Nepalese coursework reviewed and comparable to nursing program course work with <i>NDAC Nursing Education Program Curriculum, associate degree registered nurse programs</i>. Devkota is licensed by exam in NY and holds temporary ND RN license through 11/4/23 and resides in Bismarck, where she is employed as a staff nurse.</p>	<p>proficiency certificate level (PCL) in nursing diploma international nursing education program to meet the minimum NDAC 54-03.2-06-07(3) associate degree registered nurse program curriculum requirements for license by endorsement according to NDAC 54-02-06-01; NDCC 43-12.1-09(2)(b) and Board policy.</p>	<p>Motion carried</p>
<p>6.4 UAP Applicant Consideration of Program without Clinical Component - Wagendorf</p>	<p>Bentz provided an overview of O. Wagendorf's medical assistant education program which she recently completed and detailed that the program contained a virtual medication administration portion but did not provide her with hands on training in medication administration.</p>	<p>Seamands motioned; Krank seconded to:</p> <p>Deny the education for registry as a Medication Assistant for Wagendorf.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried</p>
<p>6.5 UAP Eligibility for Registration with no Clinical Component.</p>	<p>Bentz provided an overview of issues related to online only medical assistant education programs and overview of qualifications for MAIII registry in ND, noting that an online program does not give the applicant the hands-on training in medication administration.</p>	<p>Seamands motioned; Johnston seconded to:</p> <p>Require Medication Assistant III applicants to have formal training with clinical component or equivalent experience in the practice setting as approved by the Board.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried</p>
<p>7.1.2 Final Adoption Proposed Administrative Rules.</p>	<p>NDAC Chapter 54-10 Alternative to Discipline (ADT), drafted by the NDBON ATD Committee, creates a new section mandated by Senate Bill 2114 enacted during the 68th Legislative Assembly. SAAG's Simonson and Bergeson reviewed rules for legality. No fiscal impact anticipated. Revisions were made to Section 54-01-03.01 Definitions to include ATD definitions. Revisions to 54-02-01 Licensure by Examination and revisions to 54-02-06 License by Endorsement were approved in April.</p> <p>All proposed rules were public noticed; open forums were held twice with no significant comment; the hearing regarding the proposed rules was held during the Board meeting - October 26th at 1pm with no comment.</p>	<p>Seamands motioned; Krank seconded to:</p> <p>Finally adopt the following revised administrative rules subject to attorney general review as to the legality: Chapter 54-01-03-01 Definitions; 54-10 Nurse Alternative to Discipline Program; 54-02-01 Licensure by Examination; 54-02-06 License by Endorsement</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried</p>

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<p>7.2.1 Practice White Paper – ND Medical Spas</p>	<p>Shelly Botsford, APRN, presented a White Paper she authored titled, “Case in Point: The Legalities of the RN as Sole Proprietor of a Med Spa.” Botsford reported the NDNPA repealed the initial endorsement of the White Paper prior to the NDBON meeting.</p> <p>Board reviewed NDBON 2019 guidance “Role of the Licensed Nurse in Aesthetic Practices” and directed staff to add two FAQs specific to the aesthetic practice and provide guidance in North Dakota Nurse Connection, and NDBON online media.</p>		
<p>8.2 ND State Health Council Appointment - Pfenning</p>	<p>Reviewed Pfenning’s appointment to the Primary Care Advisory/State Health Council by the State Health Officer for a term effective August 1, 2023, through July 31, 2026.</p>	<p>Hammer motioned; Johnston seconded to:</p> <p>Approve the appointment of Dr. Pfenning NDBON, Executive director, to the ND State Health Council (Primary Care Advisory).</p>	<p>Buettner, yes; Friestad, absent; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 1 absent Motion carried</p>
<p>9.1.1 FTE Request – Potential Nursing Consultant Position</p>	<p>Reviewed staff rationale for requested additional FTE to support increasing workloads. Discussed potential position description. Nursing Consultant positions (Education, Practice, and APRN) are held by licensed nurses and are common positions among nursing regulatory boards nationally with roles and duties supportive to the nursing director roles.</p>	<p>Hammer motioned; Froelich seconded to:</p> <p>Approve the addition of 1 FTE to ensure sufficient operation to meet increasing workload demands within the education, compliance, practice and licensing divisions and adjust the budget accordingly for a December 2023 hire date.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried</p>
<p>10.1.1 Hearing – Review of ALJ Recommended Findings of Fact, Conclusions of Law, and Default Order – Muehlbauer, LPN</p>	<p>Board staff presented the Notice and Complaint served by sheriff service, information on a first pre-hearing conference with the Administrative Law Judge, the Administrative Law Judge’s requirement that Ms. Muehlbauer file an answer to the Notice and Complaint, and that no answer was filed by Ms. Muehlbauer by the due date, nor did she appear at the second pre-hearing conference with the Administrative Law Judge. Ms. Muehlbauer was therefore determined by the Administrative Law Judge to be in default. Board staff presented the Administrative Law Judge’s recommended findings of fact, conclusions of law and order, and the Compliance Advisory Council’s proposal to correct the exam date in the recommended facts, to adopt all</p>	<p>Johnston motioned; Krank seconded to:</p> <p>Accept the recommended findings of fact, conclusions of law, and default order for Tanya Muehlbauer, LPN with the corrected finding of fact and the additional sanctions.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried</p>

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	of the Administrative Law Judge’s recommended findings of fact and conclusions of law, and to remove one sentence from the Administrative Law Judge’s recommended order and replace it with the terms normally included by the Board in a suspension order.		
10.4.1 Request for Reissuance- Marcey Bartosh, RN	Marcey Bartosh is requesting reissuance of her RN license from encumbered status to full licensure status. NDBON reviewed the Stipulation for Settlement dated October 22, 2020, Ms. Bartosh’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 October 22, 2020.	Seamands motioned; Hammer seconded to: Accept the Order for Reissuance of License for Marcey Bartosch’s RN license to unrestricted practice and full licensure status, as she has complied with the terms and conditions of the Stipulation for Settlement dated October 22, 2020.	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
10.4.2 Request for Reissuance- Olufemi Ekisola, RN	Olufemi Ekisola is requesting reissuance of his RN license from encumbered status to full licensure status. NDBON reviewed the Stipulation for Settlement dated October 27, 2022, Mr. Ekisola’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, he has completed the terms and conditions of the Stipulation for Settlement, dated October 27, 2022.	Johnston motioned; Seamands seconded to: Accept the Order for Reissuance of License for Olufemi Ekisola’s RN license to unrestricted practice and full licensure status, as he has complied with the terms and conditions of the Stipulation for Settlement dated October 27, 2022.	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
10.4.3 Request for Reissuance- Jessica Odegard, RN	Jessica Odegard is requesting reissuance of her RN license from encumbered status to full licensure status. NDBON reviewed the Stipulation for Settlement dated October 22, 2020, Ms. Odegard’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 October 22, 2020.	Johnston motioned; Seamands seconded to: Accept the Order for Reissuance of License for Jessica Odegard’s RN license to unrestricted practice and full licensure status, as she has complied with the terms and conditions of the Stipulation for Settlement dated October 22, 2020.	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
10.4.4 Request for Reissuance – Brian Leier, RN	Brian Leier is requesting reissuance of his RN license from encumbered status to full licensure status. NDBON reviewed the Stipulation for Settlement dated October 22, 2020, Mr. Leier’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, he has completed the terms and	Krank motioned; Seamands seconded to: Accept the Order for Reissuance of License for Brian Leier’s RN license to unrestricted practice and full licensure status, as he has complied with the terms and conditions of the	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried

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	conditions of the Stipulation for Settlement, dated October 22, 2020.	Stipulation for Settlement dated October 22, 2020.	
10.8.1 Stipulation for Settlement – Amber Carlson, LPN	PVR received on 07/05/2023 from Eventide Senior Living Communities – Sheyenne Crossings in West Fargo, ND. DOE: 07/19/2022 to 07/07/2023. Employment terminated. Allegations r/t concealing a medication without a resident’s knowledge of consumption. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3)(5) and NDAC 54-02-07-01.1 (5)(6)(8).	Froelich motioned; Krank seconded to: Accept the terms of the proposed Stipulation for Settlement for Amber Carlson, LPN, and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$1,200 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
10.8.2 Stipulation for Settlement – Anthony Knoll, UAP	PVR received on 07/13/2023 from the North Dakota Department of Health and Human Services, Aging Services Division in Bismarck, ND. Anthony was working as a qualified service provider (QSP) for the agency All Embracing at time of incident. DOE: Unknown. Allegations r/t Anthony admitting he stole \$1600 from a consumer. 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)(9).	Froelich motioned; Krank seconded to: Accept the terms of the proposed Stipulation for Settlement for Anthony Knoll, UAP, and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$300 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
10.8.3 Stipulation for Settlement- Allison Pajala, RN	PVR received on 06/23/2023 from Sanford Health in Fargo, ND. DOE: 05/21/2013 to 05/11/2023. Employee resigned. Allegations r/t practicing outside of scope and falsifying documentation. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3) and NDAC 54-02-07-01.1 (5)(6)(7)(8).	Krank motioned; Seamands seconded to: Accept the terms of the proposed Stipulation for Settlement for Allison Pajala, UAP, and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$700 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
10.8.4 Stipulation for Settlement- Cartrena Watkins, UAP	PVR received on 07/11/2023 from the North Dakota Department of Health and Human Services, Health Facilities Unit in Bismarck, ND related to her contracted employment at Lakewood Landing in Mandan, ND. DOE: 03/04/2022 to 06/21/2023. Contract terminated. Allegations r/t a pattern of medication errors. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement	Krank motioned; Seamands seconded to: Accept the terms of the proposed Stipulation for Settlement for Cartrena Watkins, UAP, and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; 	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried

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	for violation of NDCC 43-12.1-14 (5) and NDAC 54-02-07-01.1 (5)(6)(7)(8).	<ul style="list-style-type: none"> • Assess \$300 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	
10.8.5 Stipulation for Settlement- Dawn Roberson, LPN	PVR received on 06/20/2023 from Knife River Care Center in Beulah, ND related to her contracted employment at the facility. DOE: 05/22/2023 to 06/16/2023. Contract terminated. Allegations r/t resident abandonment. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (3) and NDAC 54-02-07-01.1 (5)(6)(8)(10).	Krank motioned; Seamands seconded to: Accept the terms of the proposed Stipulation for Settlement for Cartrena Watkins, UAP, and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$300 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
10.8.6 Stipulation for Settlement- Brett Jordan, RN	Application submitted on April 7, 2023, with report of previous disciplinary action with MNBON in the form of a Stipulation and Consent Order for Reinstatement of License-Stayed Suspension with Participation in MNHPSP. Now desires to have NDBON monitor his nursing practice as he has moved to ND. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (2) and NDAC 54-02-07-01.1 (8).	Hammer motioned; Krank seconded to: Accept the terms of the proposed Stipulation for Settlement for Brett Jordan, RN and enter its order to: <ul style="list-style-type: none"> • Encumber the license for three years; • Assess \$700 penalty plus costs and disbursements; and; • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
10.8.7 Stipulation for Settlement – Stephanie Inscore, LPN	PVR received on 05/24/2023 from an anonymous source. DOE at James River Correctional Center in Jamestown, ND: 08/06/2020 to 11/30/2022. Employee resigned. Allegations r/t violating professional boundaries. NDBON reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (4)(5) NDAC 54-02-07-01.1 (5)(6)(8)(17).	Krank motioned; Seamands seconded to: Accept the terms of the proposed Stipulation for Settlement for Stephanie Inscore, LPN, and enter its order to: <ul style="list-style-type: none"> • Issue a Reprimand; • Assess \$1,200 penalty plus costs and disbursements; and • Other terms as set out in Board order. 	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
10.9.1 Emergency Actions- No Board Action Required:	Notice of Suspension: Respondent must complete a Board approved refresher course, which includes both a theory component and a clinical component, within one (1) year from the date of the Order; however, Respondent violated paragraph A as she did not complete a Board approved refresher course within the one (1) year time frame		

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Bogo, Tamara R19790			
10.9.2 Emergency Actions- No Board Action Required: Evans, Karen L12722	Notice of Suspension: Respondent must complete a Board approved refresher course, which includes both a theory component and a clinical component, within one (1) year from the date of the Order; provided, the Amendment extended the deadline to complete the refresher course, including both a theory component and a clinical component, to July 31, 2023. Despite the extension provided by the Amendment, Respondent violated the Order and Amendment as she did not complete a Board approved refresher course by July 31, 2023.		
10.9.3 Emergency Actions- No Board Action Required: Sellers, Jeremy TX MS LPN 198497	Notice of Suspension: Failure to submit to a chemical dependency evaluation within 30 days from request. Privilege to practice in North Dakota is suspended until a chemical dependency evaluation is submitted and the Board deems the nurse is safe to return to practice.		
10.9.4 Emergency Actions- No Board Action Required: Cushen, Julie R51677 DOB: 10/04/1977	Notice of Suspension: Respondent failed to follow the terms and conditions of her Board Order dated July 27, 2022, and the Board's Amendment to Order dated April 28, 2022.		
10.12.1 Other: Second Amendment to Order – Chenoa Peterson, RN	Licensee's request for an extension of time to complete the refresher course. If granted Licensee shall be required to complete the refresher course, including both a theory component and a clinical component, by March 31, 2024. Amendment signed by Executive Director Pfenning on September 8, 2023	Froelich motioned; Seamands seconded to: Ratify the Second Amendment to Order for Chenoa Peterson, RN. The Amendment to Order was signed by Executive Director Stacey Pfenning on September 8, 2023.	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried
10.12.2 Other: Amendment to Order – Dawn Tweten, RN	Licensee was required to comply with the encumbrance terms and conditions set forth in the Order; however, Licensee has requested that she be required to comply with certain terms and conditions only after she obtains employment as a Registered Nurse. Amendment signed by Executive Director Pfenning on September 8, 2023	Seamands motioned; Krank seconded to: Ratify the Amendment to Order for Dawn Tweten, RN. The Amendment to Order was signed by Executive Director Stacey Pfenning on September 8, 2023.	Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried

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<p>10.12.3 Other: Order Denying Application and Cease and Desist Order – Harmonie Hoffman, LPN (lapsed). Emergency Limited License Applicant.</p>	<p>On June 19, 2023, Applicant began working as an LPN in ND, however, prior to beginning such work, she did not seek reactivation of her ND LPN license which had lapsed on December 31, 2010. On or about July 28, 2023, Applicant submitted her Application to the Board. On her Application, Applicant falsely answered “no” when asked if she has had previous discipline. Contrary to her answer, she disciplinary action against her Minnesota LPN license issued by the Minnesota Board of Nursing. In addition to the denial of the Application, the Board orders Applicant to Cease and Desist from the practice of nursing in the state of North Dakota under any authority or privilege that Applicant may have to practice nursing in the state of North Dakota, including pursuant to any multi-state nursing licensure compact with the Board.</p>	<p>Hammer motioned; Krank seconded to:</p> <p>Approve the Order Denying Application and Cease and Desist Order of Harmonie Hoffman, LPN (lapsed), emergency Limited License Applicant.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried</p>
<p>10.12.4 Other: Order Denying Application – Edmond Simon, RN Exam Applicant.</p>	<p>Applicant submitted his Application to the Board on August 4, 2023. Applicant reported on his application that he received his nursing education from Med-Life Institute in West Palm Beach, Florida, which was identified as participating in a scheme to issue fraudulent nursing diplomas and supporting documents through Operation Nightingale. On August 25, 2023, Board staff emailed a questionnaire to Applicant which requested that he submit information to verify his academic credentials. To date, Applicant has not provided any of the additional requested information to verify his academic credentials.</p>	<p>Froelich motioned; Hammer seconded to:</p> <p>Approve the Order Denying Application of Edmond Simon, RN Exam Applicant.</p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Hammer, yes; Johnston, yes; Krank, yes; Pazdernik, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent Motion carried</p>
<p>Adjournment</p>	<p>Adjournment at 3:07 p.m.</p>	<p>Seamands motioned; Krank seconded to:</p> <p>Adjourn the meeting</p>	
<p>3 Consent Agenda (Ratifications and acknowledgements of requests and notifications to the NDBON)</p> <ul style="list-style-type: none"> 3.1 Meetings, conferences, committees-Board representation <ul style="list-style-type: none"> 3.1.1 NLC Commission, Rules Committee-Pfenning 3.1.2 NLC Compliance Committee-Hanson; NLC Research Committee-Buchholz (Chair); NLC Policy Committee-Bentz; NLC Technology Task Force - Martin 3.1.3 NCSBN Leadership Succession Committee – Buchholz Chair 2020-2024 3.2 Notifications/Requests to the Board <ul style="list-style-type: none"> 3.2.1 AAMA position statement 3.2.2 IV hydration position statement 			

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- 3.3 Legislative Update
 - 3.3.1 ND Department of Labor: Licensing interim study-NDBON meeting in 2024
 - 3.3.2 Special Session October 23 [Special Session | North Dakota Legislative Branch \(ndlegis.gov\)](https://ndlegis.gov)
- 3.4 Unlicensed Assistive Person /Medication Assistant
- 3.5 Licensure
 - 3.5.1 NCLEX RN Quarterly & EOY Statistics
 - 3.5.2 NCLEX PN Quarterly & EOY Statistics
 - 3.5.3 Emergency Limited License
- 3.6 Discipline
 - 3.6.1 Discipline statistics/case activity report
 - 3.6.2 NLC case log
- 3.7 Academic and Continuing Nursing Education
 - 3.7.1 Ratification of approval for continuing education for contact hours: July 1-Sept 30, 2023
 - 3.7.2 Recognized Distance Nursing Education Programs student placements: Fall 2023
 - 3.7.3 Faculty Developmental Program- October 1, 2023, submissions
 - 3.7.4 Education Program Survey Schedule Fall 2023-Spring 2024
 - 3.7.5 Sitting Bull College, (SBC) ASPN Program, Notification of a change in nurse administrator, interim appointment of Dr. Becka Schelske, RN effective October 16, 2023.
 - 3.7.6 Dakota Nursing Program Consortium (DNPC), Bismarck State College (BSC), Practical Nursing Certificate and Associate of Applied Science in Nursing Programs, Notification of change in director, Alex Glatt, MSN, RN, effective August 1, 2023.
- 3.8 Practice
- 3.9 Board Committees/meetings/staff presentations/DNC/Staff updates
 - 3.9.1 Recovery Reinvented-attendance and ATD outreach exhibit-Bentz, Hanson, Lund
 - 3.9.2 Report at NDNA Annual Meeting-Buchholz, Bentz

Break from 10:21 am to 10:33 am.

Recessed for lunch from 12:30 pm to 1:00 pm

Stacey Pfenning, DNP, APRN, FNP, FAANP
North Dakota Board of Nursing Executive Director
[Approved by ND Board of Nursing 01/2024](#)