

**North Dakota Board of Nursing  
Meeting Minutes – October 24, 2024**

**Call to Order:** October 24, 2024, at 9:00 a.m. Central Time  
NDBON Board Conference Room: 919 S 7<sup>th</sup> Street, Suite 504, Bismarck, ND and Video Conference

**Roll Call:** Quorum declared with 9 members present.

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
Brooke Giannonatti, LPN 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: Bergeson and Simonson 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 agenda item 3.0 Consent Agenda (informational, acknowledgement of notifications, and ratifications).	Froelich motioned; Seamands seconded:  <b>Adopt the consent agenda as presented.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
1.3 Agenda-revise, reorder, additions, adoption	Reviewed agenda. Addition to 10.12 Other-Order denying application	Seamands motioned; Krank seconded:  <b>Approve the agenda as distributed.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
1.4 Public Forum 9:15 a.m.- 9:30 a.m.	No public forum testimony.		
2.1 Regular meeting Minutes-July 25, 2024	Reviewed draft July 2024 regular board meeting minutes. No corrections identified.	Krank motioned; Richter seconded:  <b>Approve July 25, 2024, Regular Board meeting minutes as distributed.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>

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2.2 Executive Committee Meeting Minutes-August 5, 2024	Reviewed the draft August 2024 Executive Committee meeting minutes. No corrections identified.	<p><u>Executive Committee:</u> Krank motioned; Vetter seconded:</p> <p><b>Approve August 5, 2024, 2024, Executive Committee meeting minutes as distributed.</b></p>	<p>Buettner, yes; Krank, yes; Vetter, yes 3 Yes, 0 No, 0 absent <b>Motion carried</b></p>
2.3 Special NDBON Meeting minutes-August 22, 2024	Reviewed the draft August 2024 Special NDBON meeting minutes. No corrections identified.	<p>Pazdernik motioned; Richter seconded:</p> <p><b>Approve August 22, 2024, Special NDBON meeting minutes as distributed.</b></p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b></p>
2.4 NDBON Retreat minutes-October 23, 2024	Reviewed the draft October 2024 NDBON Retreat minutes. No corrections identified.	<p>Richter motioned; Friestad seconded:</p> <p><b>Approve October 23, 2024, NDBON Retreat minutes as distributed.</b></p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b></p>
4.1 Financial statements and update	Frovarp provided an overview of the current income and expense reports, financial statements, and reserve funds; and reported on status of Eide Bailly audit.		
4.2 Bank account ratification	Vetter elected as NDBON treasurer July 2024 requiring update of bank accounts to add to select accounts.	<p>Vetter motioned; Pazdernik seconded:</p> <p><b>Approve the management of the following Bank accounts:</b></p> <ul style="list-style-type: none"> <li>• <b>Kirkwood Bank:</b> <ul style="list-style-type: none"> <li>○ <b>Main Checking: Stacey Pfenning, Maureen Bentz, Joseph Vetter (Board Treasurer); and</b></li> <li>○ <b>ACH: Stacey Pfenning, Michael Frovarp, Karen Hahn, Brady Martz (limited to payroll &amp; benefits)</b></li> <li>○ <b>Savings: Stacey Pfenning, Joseph Vetter (Board Treasurer); and Michael Frovarp (Savings/Checking transfers only).</b></li> </ul> </li> <li>• <b>Bank of North Dakota</b> <ul style="list-style-type: none"> <li>○ <b>NEL Checking &amp; Savings: Stacey Pfenning, Joseph Vetter (Board Treasurer)</b></li> </ul> </li> </ul>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b></p>

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		<ul style="list-style-type: none"> <li>○ <b>Merchant Account–Stacey Pfenning and Joseph Vetter (Board Treasurer)</b></li> <li>• <b>Dakota Community Bank, BND, BNC, Kirkwood Bank (Investment/Reserve funds)–Stacey Pfenning</b></li> <li>• <b>On-line Banking Transfers–Stacey Pfenning, Michael Frovarp, Karen Hahn</b></li> <li>• <b>KBT Safety Deposit Box–Stacey Pfenning, Michael Frovarp</b></li> </ul>	
The Nursing Education Committee (NEC) met October 3, 2024, to deliberate on nursing education program items and provide recommendations (items 5.1 – 5.5).			
<p>5.1.1. Dakota Nursing Program Consortium (DNP), Certificate PN &amp; AAS Programs:</p> <p>5.1.1a. Williston State College</p> <p>5.1.1b. Bismarck State College</p> <p>5.1.1c. Lake Region State College</p> <p>5.1.1d. Dakota College at Bottineau</p>	<p>The NEC reviewed the request from the DNP Consortium Director for continued full approval for Dakota Nursing Program Consortium Certificate PN &amp; AAS Programs at Williston State College, Bismarck State College, Lake Region State College, and Dakota College at Bottineau, and has made a recommendation for the Board’s consideration (supporting documents provided to the Board).</p>	<p>NEC motioned; Vetter seconded:</p> <p><b>Accept the NEC recommendation to:</b></p> <ol style="list-style-type: none"> <li><b>1. Find the Dakota Nursing Program Consortium, Certificate Practical Nurse and Associate of Applied Science in Nursing, Nurse Education Programs at BSC, LRSC, DCB, and WSC in Substantial Compliance with ND Administrative Code Standards for Nursing Education Programs; and</b></li> <li><b>2. Grant Full Approval of the Dakota Nursing Program Consortium, Practical Nurse and Associate of Applied Science in Nursing, Nurse Education Programs at BSC, LRSC, DCB, and WSC through October 2029; and</b></li> <li><b>3. Require an Onsite Survey of the Dakota Nursing Program Consortium, Practical Nurse and Associate of Applied Science in Nursing, Nurse Education Programs at BSC, LRSC, DCB, and WSC Spring 2029.</b></li> </ol>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b></p>
<p>5.2.1 Dickinson State University, AASPN and BSN Programs: Progress Update</p>	<p>The NEC received the progress update from the interim Nurse Administrators, Christophers and Haugen, from Dickinson State University AASPN and BSN Programs, and made a recommendation about the report for the Board’s consideration.</p>	<p>NEC motioned; Friestad seconded:</p> <p><b>Accept the NEC recommendation to: Approve the progress report update from the Dickinson State University</b></p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent</p>

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		interim nurse administrators addressing compliance with applicable sections of the ND Administrative Code Standards for Nursing Education Programs for the AASPN and BSN Programs.	<b>Motion carried</b>
5.4.1 Minnesota State Community & Technical College, LPN Refresher Course, request for continued full approval, survey report	The NEC reviewed the request from the M State, LPN 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).	NEC motioned; Froelich seconded:  <b>Accept the NEC recommendation to:</b> <ol style="list-style-type: none"> <li>1. Find the Minnesota State Community and Technical College, Workforce Development Solutions, LPN Refresher Course in full compliance with requirements as outlined in the NDBON Refresher Course Guidelines, NDAC Nurse Licensure and Standards for Nursing Education Programs, and</li> <li>2. Grant Continued Full Approval of the LPN Refresher Course until October 2028, and</li> <li>3. Require a Paper Survey of the LPN Refresher Course in August 2028 for Continued Full Approval.</li> </ol>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
5.5.1 Recognized Distance Program: Minnesota State University Moorhead, MN, request to use BSN prepared RN enrolled in graduate nursing program as clinical instructor for pediatrics spring 2025, January-May.	The NEC reviewed the request from the nurse administrator for Minnesota State University Moorhead, Moorhead, MN, BSN program for approval to use a baccalaureate-prepared nurse enrolled in graduate programs as clinical instructor and made a recommendation for the Board's consideration (supporting documents provided to the Board).	NEC motioned; Seamands seconded:  <b>Accept the NEC recommendation to approve the request from the Minnesota State University Moorhead, MN, BSN Program allowing the use of a BSN-prepared RN enrolled and making progress in a master's program for clinical practice instruction Spring 2025 Semester, January 13-May 14, as the program holds NDBON Annual Recognition, complies with NDCC Nursing Education Programs, Section 1. and the Request Aligns with NDAC Employment of Academically Unqualified Faculty, Subsection 3. Other Circumstances as Approved by the Board.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>

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6.1 Consideration of applicants not meeting minimum licensure qualifications	Discussed licensure applicants, Gomez, Joseph, and Saywah, including review of education, transcripts, and current licensures.	Seamands motioned; Richter seconded:  <b>Consider the following applicants who do not meet minimum qualifications for licensure in ND:</b> <ul style="list-style-type: none"> <li>• <b>A. Gomez, RN exam applicant ratify non-disciplinary denial</b></li> <li>• <b>O. Joseph, LPN endorsement applicant ratify non-disciplinary denial</b></li> <li>• <b>L. Saywah, LPN endorsement applicant ratify non-disciplinary denial</b></li> </ul>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
6.2 Policy update - Audit: Continuing Education Requirements for Renewal of License	Reviewed the policy update for the audit of continuing education requirements for renewal of licensure. Staff suggesting adjusting CE audit amount change from 2% to 1% of nurse licensure renewals annually.	Krank motioned; Pazdernik seconded:  <b>Approve the proposed revisions to the audit policy now named “Audit: Continuing Education Requirements for Renewal of License”.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
6.3 Credentials evaluation service- Discontinuation of Foundation for International Services Inc.(FIS)	Discussed staff communications with FIS representatives and their review of international educated nurse (IEN) academic evaluation requirements set forth by the Board. FIS indicated currently they are not able to provide evaluations for IENs that meet all NDBON requirements. Discussed removal of FIS from the recognized list of agencies.	Richter motioned; Krank seconded:  <b>Approve the removal of Foundation for International Services, Inc. evaluation service from the Board-approved list of credentials evaluation agencies.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
7.1.1 Open Forum-Legislative Meet and Greet (3:30 p.m.– 4:00 p.m. CST)	President Buettner welcomed legislators and stakeholders. Provided presentation on NDBON law, rules, divisions, and operations. Q&A provided to legislators in attendance.		
7.1.2 Draft Nursing Education Scholarship rules and timeline	Discussed rule promulgation to address revisions to the N.D.C.C. Nurse Practices Act 43-12.1-08 (2) during the 68 <sup>th</sup> Legislative Session. Revisions included the repeal of short-term clinical education and changes to 43-12.1-08 (2)(g) to remove loan language and provide nursing education funding assistance.  Reviewed the proposed Nursing Education Scholarship Program rules drafted by staff and SAAG Simonson.  Reviewed the rule promulgation process and timeline.	Krank motioned; Froelich seconded:  <b>Approve the following draft revisions to the N.D.A.C. Title 54 to address amendments to the N.D.C.C. Nurse Practices Act to Section 43-12.1-08 (2) enacted during the 68th legislative session.</b> <ul style="list-style-type: none"> <li>• <b>Addition of Article 54-04.2: Nursing Education Scholarship Program to address the language changes to 43-12.1-08 (2)(g) removing language referencing a loan program and adding language</b></li> </ul>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>

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		<p>providing funding assistance for students and nurses pursuing nursing education.</p> <ul style="list-style-type: none"> <li>• Repeal of Article 54-04.1 Nursing Education Loans</li> <li>• Repeal of Section 54-02-11 Short-Term Clinical Education to address the removal of 43-12.1-08 (2)(k) which removed redundant language already included in exemptions.</li> </ul> <p>And to hold a public hearing for the rule promulgation on January 23, 2025 NDBON regular board meeting.</p>	
7.2.1 RN and Anesthesia Permits in the Dental Setting-ND Board of Dental Examiner (11:00 a.m. appointment – David Schaibley)	Reviewed revised NDBON/NDBDE joint statement related to nurses and anesthesia practices in the dental setting.	<p>Seamands motioned; Richter seconded:</p> <p><b>Decline the revised draft NDBON/NDBDE Joint Statement: RN and Anesthesia Practices in the Dental Setting; and direct licensees and facilities to the NPA, NDAC Title 54, and the NDBON guidance titled, “Role of the Nurse in Sedation-Analgesia”.</b></p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b></p>
7.2.2 Draft Role of the nurse in retail IV therapy guidance	Reviewed draft Role of the Nurse in Retail IV Therapy guidance, contextual history, and timeline for adoption. Mark Hardy, Executive Director of North Dakota Board of Pharmacy, was available for questions. Board members recommended revisions.	<p>Seamands motioned; Vetter seconded:</p> <p><b>Direct staff to revise the practice guidance “Role of the Nurse in Retail IV Therapy” with advised revisions and present updated draft with changes at the Special Board Meeting.</b></p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b></p>
8.1 Appointment of two external members to the NEC, October 2024-2026 term.	Reviewed several applications for NEC external member openings and voted by electron ballot.	<p>Vetter motioned; Richter seconded:</p> <p><b>Approve the following External Member Nursing Education Committee Appointments:</b></p> <ul style="list-style-type: none"> <li>• Melanie Schock to a two-year term, October 2024-2026</li> <li>• Deb Smith to a two-year term, October 2024-2026</li> </ul>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, Absent; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 1 absent <b>Motion carried</b></p>
9.1.1 Staff Update- Employee Handbook	Reviewed new Employee Handbook draft and rationale for the new format. Delegated Froelich, NDBON public member, to provide additional human resource expertise in a subcommittee.	<p>Seamands motioned, Richter seconded:</p> <p><b>Appoint Froelich to a subcommittee to work on adjustments to the Draft</b></p>	<p>Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent</p>

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		<b>Employee Handbook and present at the November Special Board Meeting.</b>	<b>Motion carried</b>
9.2 Operations Update	Martin provided an update on ORBS migration, the upcoming enhancements to the NDBON website, and other details specific to operations.		
10.3 Executive Session	Agenda item 10.3.1 included personal health information, which requires an executive session. The executive session began at 2:04 pm and was attended by Board Members as indicated on the 10.3.1 roll call voting, Board staff (Pfenning, Hanson, Bentz, Lund, Breen, Buchholz, and Martin), SAAG Bergeson and Simonson, and the licensee (individually for an assigned period during the respective agenda item discussion).	Richter motioned; Pazdernik seconded:  <b>Hold an Executive Session to consider the following agenda items according to NDCC Section 44-04-18.1 to discuss closed, confidential, or exempt records of:</b>  <ul style="list-style-type: none"> <li>• 10.3.1 Christina Silkey</li> <li>• 10.3.2 Sherry Fjestad</li> <li>• 10.3.3 Jane Krahn</li> </ul> <b>Executive session begins at 2:05 p.m.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
	Adjourned executive session at 3:04 pm and meeting opened to public onsite and videoconference.	Seamands motioned; Friestad seconded:  <b>Adjourn the Executive Session and open the meeting to the public at 3:04 pm.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.3.1 Request for Reinstatement- Christina Silkey, RN	Convened in open meeting to consider Christina Silkey request for reinstatement. The Compliance Advisory Council's recommendation of reinstatement to a three-year encumbrance was reviewed.	Seamands motioned; Richter seconded:  <b>Grant reinstatement of Christina Silkey'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.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.3.2 Request for Reinstatement- Sherry Fjestad, RN	Convened in open meeting to consider Sherry Fjestad, request for reinstatement. The Compliance Advisory Council recommendation of reinstatement to a three-year encumbrance was reviewed.	Pazdernik motioned; Richter seconded:  <b>Grant reinstatement of Sherry Fjestad 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.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>

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10.3.3 Request for Reinstatement- Jane Krahn, RN	Convened in open meeting to consider Jane Krahn, request for reinstatement. The Compliance Advisory Council recommendation of reinstatement with stipulations was reviewed.	Seamands motioned; Richter seconded:  <b>Deny the request for reinstatement of Jane Krahn.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.4.1 Request for Reissuance – Misty (Cloos) Kalina, RN	Board members reviewed Kalina’s request for reissuance of RN license from encumbered status to full licensure status, Kalina’s compliance with Order for Reinstatement dated October 28, 2021, and the Compliance Advisory Council recommendation to reissue her license to unrestricted and full licensure status.	Pazdernik motioned; Froelich seconded:  <b>Grant the request for reissuance of Misty Kalina’s RN license to unrestricted practice and full licensure status as she has complied with the terms and conditions of the Order for Reinstatement of License dated October 28, 2021.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.4.2 Request for Reissuance – Lynn Ward, RN, APRN	Board members reviewed Ward’s request for reissuance of APRN and RN licenses from encumbered status to full licensure status, Ward’s compliance with Stipulation for Settlement dated April 22, 2021, and the Compliance Advisory Council recommendation to reissue her license to unrestricted and full licensure status.	Seamands motioned; Pazdernik seconded:  <b>Grant the request for reissuance of Lynn Ward’s RN and APRN licenses to unrestricted practice and full licensure status as she has complied with the terms and conditions of the Stipulation for Settlement dated April 22, 2021.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.4.3 Request for Reissuance – Katelyn Watson, RN	Board members reviewed Watson’s request for reissuance of RN license from encumbered status to full licensure status, Watson’s compliance with Order for Reinstatement dated October 28, 2021, and the Compliance Advisory Council recommendation to reissue her license to unrestricted and full licensure status.	Richter motioned; Seamands seconded:  <b>Grant the request for reissuance of Katelyn Watson’s RN license to unrestricted practice and full licensure status as she has complied with the terms and conditions of the Order for Reinstatement of License dated October 28, 2021.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.5.1 Request for Reconsideration – Mohamed Bockarie, LPN	SAAG Bergeson provided a review of history regarding denial of licensure issued July 25, 2024, legal review of application appeal, letters, transcript, and additional documents.	Seamands motioned; Krank seconded:  <b>Deny the request for reconsideration of Mohamed Bockarie’s Order Denying Application issued by the Board on July 25, 2024</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.5.2 Request for Reconsideration – Tina Bear, RN	SAAG Bergeson provided a review of history regarding Order of Emergency Suspension issued by the Board	Froelich motioned; Friestad seconded:	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes;



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	July 8, 2024, and Ms. Bear's request for reconsideration of the Order.	<b>Not agree to consider Tina Bear's request for reconsideration of her Order of Emergency Suspension issued by the board on July 8, 2024.</b>	Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.6.1 Surrender – Marnie Dondoneau, RN	Board members reviewed information regarding Dondoneau's failure to comply with the terms of the Stipulation for Settlement signed on 1/30/2024. Dondoneau states she no longer desires to be licensed or registered to practice nursing in North Dakota, and freely and knowingly surrenders her license to the Board. Dondoneau signed and submitted a surrender on 8/14/2024.	Seamands motioned; Friestad seconded:  <b>Ratify the Surrender of Marnie Dondoneau's RN license, which was signed by Executive Director Pfenning on August 16, 2024.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.6.2 Surrender – Samantha Caufield, RN	Board members reviewed information regarding Caufield's the terms of the Stipulation for Settlement signed on 7/25/2024. Caufield states she no longer desires to be licensed or registered to practice nursing in North Dakota, and freely and knowingly surrenders her license to the Board. Caufield signed and submitted a surrender on 8/16/2024.	Vetter motioned; Seamands seconded:  <b>Ratify the Surrender of Samantha Caufield, RN license, which was signed by Executive Director Pfenning on October 22, 2024.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.7.1 Stipulation for Settlement – Kyle Schwab, RN	Board members reviewed information regarding reactivation application submitted by Schwab in which he failed to disclose disciplinary action in another jurisdiction.	Richter motioned; Pazdernik seconded:  <b>Accept the terms of the proposed Stipulation for Settlement for Kyle Schwab, RN and enter its order to:</b> • 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; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.8.1 Stipulation for Settlement- Alexia Stein, RN	PVR rec'd from Sanford Health, Fargo, ND. Employment Terminated. Allegations r/t administering Botox/Dysport out of her case management office at Sanford.	Froelich motioned; Richter seconded:  <b>Accept the terms of the proposed Stipulation for Settlement for Alexia Stein, RN and enter its order to:</b> • Issue a Reprimand; • Assess \$1,400 penalty, plus costs and disbursements; • Courses on professional accountability, ethics in nursing and the ND NPA; and • Other terms as set out in Board order.	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.8.2 Stipulation for Settlement- Pamela Pfeifle, LPN	PVR rec'd 3/7/2024 from Wishek Living Center, Wishek, ND. Resigned from employment. Allegations r/t failure to	Vetter motioned; Krank seconded:	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes;

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	assess a resident before sending him to the hospital and concerns of neglect of resident.	<b>Accept the terms of the proposed Stipulation for Settlement for Pamela Pfeifle, LPN and enter its order to:</b> <ul style="list-style-type: none"> <li>• Issue a Reprimand;</li> <li>• Assess \$600 penalty plus costs and disbursements;</li> <li>• Course on professional accountability; and</li> <li>• <b>Other terms as set out in Board order.</b></li> </ul>	Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.8.3 Stipulation for Settlement – George Abdiinour, RN	PVR rec'd 8/23/2024 from McKenzie County Healthcare in Watford City, ND. Employment terminated. Allegations r/t unnecessary and inappropriate assessment of a patient presenting to the Emergency Department.	Seamands motioned; Richter seconded:  <b>Accept the terms of the proposed Stipulation for Settlement for George Abdiinour, RN and enter its order to:</b> <ul style="list-style-type: none"> <li>• Issue an Indefinite Suspension;</li> <li>• Assess \$2,000 penalty plus costs and disbursements; and</li> <li>• <b>Other terms as set out in Board order.</b></li> </ul>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, recused. 8 Yes, 0 No, 0 absent, 1 recused <b>Motion carried</b>
	<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. Vetter would not participate in neutral reviewer vote nor be included in vote tally.	Froelich motioned; Friestad seconded:  <b>Affirm that a conflict of interest exists and the Board grants the request for recusal of Vetter from deliberation and voting for Agenda item 10.8.3.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; 8 Yes, 0 No, 0 absent <b>Motion carried</b>
10.11.1 Request to switch to a new 3rd party administrator for encumbrance and alternative to discipline monitoring.	Staff reported difficulties for participants and staff with current third-party administrator (Vault) for compliance and ATD monitoring and proposed a change to new third-party administrator, Affinity. Benefits of this proposed change were discussed.	Seamands motioned; Froelich seconded:  <b>Approve the staff request to discontinue the use of the 3rd party administrator “Vault” and initiate the use of the 3rd party administrator services “Affinity” for encumbrance and alternative to discipline monitoring.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, absent; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 8 Yes, 0 No, 1 absent <b>Motion carried</b>
10.12.1 Fourth Amendment to Order for Reinstatement of License – Chenoa Peterson, RN	Peterson unable to complete the refresher course by September 13, 2024, as required in her Third Amendment to Order dated April 25, 2024; however, prior to September 13, 2024, she requested an additional extension of time until December 31, 2024 in which to complete the refresher course.	Vetter motioned; Pazdernik seconded:  <b>Accept the Fourth Amendment to Order for Reinstatement for Chenoa Peterson, RN.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
10.12.2 Second Amendment to Order – Nadia Nunez, LPN	Nunez was required to comply with the encumbrance terms and conditions set forth in the Stipulation for Settlement dated January 25, 2024, and the Amendment to Order, dated July 25, 2024; however, she has requested that she be required to comply with	Richter motioned; Vetter seconded:  <b>Accept the Second Amendment to Order for Nadia Nunez, LPN.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent

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	certain terms and conditions only after she obtains employment as a Licensed Practical Nurse.		<b>Motion carried</b>
10.12.3 Order Denying Application – Tiana Williams, UAP	Williams submitted her application for Unlicensed Assistive Person (“UAP”) - Surgical Technician registry on April 1, 2024, completed her application, and submitted a personal check for \$60.00 as payment of the non-refundable application/processing fee. The Board was notified on April 30, 2024 that she had stopped payment on her check. She was notified recurrently that her application fee was non-refundable, and to date has not made payment. By failing to pay the application/processing fee and check chargeback fee, applicant has submitted an incomplete application and has failed to comply with all the requirements for registration as a UAP.	Vetter motioned; Richter seconded:  <b>Approve the Order Denying Application for Tiana Williams, UAP.</b>	Buettner, yes; Friestad, yes; Froelich, yes; Giannonatti, yes; Krank, yes; Pazdernik, yes; Richter, yes; Seamands, yes; Vetter, yes. 9 Yes, 0 No, 0 absent <b>Motion carried</b>
Adjournment	<b>Adjournment at 5:52 p.m. CST.</b>	Seamands motioned; Pazdernik seconded:  <b>Adjourn the meeting</b>	
<p><b>3.0 Consent Agenda</b> (informational, acknowledgement of notifications, and ratifications)</p> <ul style="list-style-type: none"> <li>Notifications/Requests to the Board <ul style="list-style-type: none"> <li>U.S. Census Bureau and NCSBN request for Nursys licensee data (12<sup>th</sup> cycle) (<i>ratification</i>)</li> </ul> </li> <li>Legislative Update <ul style="list-style-type: none"> <li>Legislative Council: Memos on Agency Bills and Fiscal Notes</li> </ul> </li> <li>Licensure <ul style="list-style-type: none"> <li>NCLEX RN Quarterly Statistics</li> <li>NCLEX PN Quarterly Statistics</li> <li>Limited Reactivations <ul style="list-style-type: none"> <li>Applicants from nursing programs without in-person clinical experience (<i>ratification</i>)</li> </ul> </li> </ul> </li> <li>Discipline <ul style="list-style-type: none"> <li>Discipline statistics/case activity report</li> <li>NLC case log</li> </ul> </li> <li>Academic and Continuing Nursing Education <ul style="list-style-type: none"> <li>Approval for continuing education for contact hours: July 1- September 30, 2024 (<i>ratification</i>)</li> <li>Recognized Distance Nursing Education Programs student placements: Fall 2024</li> <li>Faculty Developmental Program- October 1, 2024, next submissions due February 1, 2025</li> <li>Education Program Survey Schedule Fall 2024-Spring 2025</li> </ul> </li> <li>NDBON state &amp; national representation (meetings, conferences, committees) <ul style="list-style-type: none"> <li>NLC Committees: Commission &amp; Rules Committee-Pfenning; Compliance Committee-Hanson (Vice Chair); Research Committee-Buchholz (Chair); Policy Committee-Bentz; Technology Task Force–Martin</li> <li>NCSBN Committees: Leadership Succession–Bentz, 2025-2026; NCLEX Examination- Buchholz, 2025-2027; Model Act &amp; Rules-Pfenning</li> <li>ND State Health Council-October 16-Pfenning</li> </ul> </li> </ul>			

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ND Professional Health Program-Bentz  
ND Center for Nursing-Seamands and Bentz  
ND Microsoft SharePoint Conference-October 10-Martin  
NDBON presentations/staff updates  
NCSBN Annual Meeting, Regulatory Debate Discussion- “Virtual Simulation in Nursing Education”- Buchholz presented; “Use of AI by Regulatory Agencies”- Martin presented, Chicago, IL, August 29, 2024.  
Report at NDNA Annual Meeting - Buchholz, Bentz, & Breen.  
Report at NDNPA Annual Pharmacology Conference-Pfenning-September 27  
Council on Licensure, Enforcement and Regulation (CLEAR) – Buchholz presented “Unlocking Talent: Innovative Practices for Inclusive Integration of Internationally Trained Nurses in the U.S. and Canada”- Baltimore, MD, September 16-19, 2024.

Stacey Pfenning, DNP, APRN, FNP, FAANP  
North Dakota Board of Nursing Executive Director  
Approved by ND Board of Nursing 01/2025