



NORTH DAKOTA BOARD OF NURSING
Meeting Minutes – Draft
April 23, 2026

All motions taken by roll call.

- 1. Roll call, Presidents comments, conflict of interest:** President Seamands called the meeting to order at 9:01 a.m. CT.

NDBON roll call: Kyla Armstrong, Dr. John Carroll, Dr. Seth Fisher, Sarah Friestad, Melodi Krank, Samantha Richter, Maggie Seamands, Brooke Giannonatti. Absent: *Joseph Vetter*.

NDBON staff present: Dr. Stacey Olsen, Kyle Martin, Maureen Bentz, Melissa Hanson, Corrie Lund, Sam Breen, Dr. Charys Kunkel, SAAG Simonson.

- 2. Consent agenda:** Armstrong moved to approve the consent agenda for April 23, 2026. Carroll seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

- 3. Agenda:** Friestad moved to approve the agenda for the April 23, 2026, meeting. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

- 4. Meeting minutes:** Krank moved to approve January 22, 2026 regular meeting minutes as distributed. Richter seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

- 5. Public forum:** No testimony presented. Public forum was opened at 9:15 am and closed at 9:29 am.

- 6. Financial reports, Finance Committee (FC) & FY 2027 Budget**

- a. March 12, 2026, FC meeting minutes.** Seamands motioned to approve the draft of the March 12, 2026, FC meeting minutes as distributed. Richter seconded. Motion carried.

Armstrong	N/A	Carroll	N/A	Fisher	N/A	Friestad	N/A
Giannonatti	N/A	Krank	N/A	Richter	Yes	Seamands	Yes
Vetter	Absent	2 Yes; 0 No; 1 Absent					

- b. FC Recommendations-Consent agenda: Fee schedule, salary category, Nursing Education**

Scholarship: Richter moved to accept the recommendations as presented in the FC consent agenda. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

- c. FY 2027 Proposed budget:** Richter recommends the Board approve the proposed FY 2027 budget, which includes a projected income of \$2,088,740 and projected expenses of \$2,069,450, including a \$90,000 allocation designated for nursing education scholarships. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

- 7. Compliance:** **Select discipline matters involving discussion of an individual's medical records or any other document containing personal health information may include executive sessions as such records and documents are exempt under N.D.A.C. 54-02-07-04.*

- a. Requests for reinstatements: C. Kimpel, RN; M. Christopherson, RN; D. Schaaf, RN**

Executive Session: Richter moved to 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 Clifford Klimpel, RN-Request for Reinstatement of License, Mitchell Christopherson, RN-Request for Reinstatement of License, and Danielle Schaaf, RN-Request for Reinstatement of License. The executive session began at 9:34 am CT. Armstrong seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

Friestad moved to adjourn executive session and opened the meeting to the public at 9:56 am. Richter seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

Carroll motioned to grant reinstatement of Clifford Klimpel's RN license, upon successful completion of a nurse refresher course, 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 he has fulfilled all requirements for reinstatement. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

Richter motioned to grant reinstatement of Mitchell Christopherson'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 he has fulfilled all requirements for reinstatement. Armstrong seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

Armstrong motioned to grant reinstatement of Danielle Schaaf'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. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

b. Compliance Advisory Council Recommendations-Consent Agenda: Reissuance, Stipulations for Settlement, other compliance cases: Krank moved to accept the recommendations of the Compliance Advisory Council consent agenda. Friestad seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

c. Emergency orders (no action): Refer to public notice.

d. Closed session-pursuant to N.D.C.C. Section 44-04-19.1-Open records & open meetings-*Exemptions for attorney work product, attorney consultation, negotiation preparation, & active litigation: Vanessa Ngam, RN. Video recorded.*

Executive Session: Richter moved to hold an Executive Session to consider the following agenda items according to N.D.C.C. Section 44-04-19.1 Open records & open meetings- to discuss *attorney work product, attorney consultation, negotiation preparation, & litigation* related to: Vanessa Ngam, RN. Video recorded. The executive session began at 10:04 am CT. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

Armstrong moved to adjourn executive session and opened the meeting to the public at 10:18 am. Carroll seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

8. Nursing Education

a. Nursing Education Committee (NEC) Recommendations-Consent agenda: Krank moved to accept the recommendations as presented in the Education Consent Agenda. Carroll seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

b. Education data trends (Faculty Developmental Program & NCLEX pass rates): Krank moved to direct staff to develop and publish a public-facing data dashboard by the July 2026 Board meeting, including representative trend data across licensure, education, and compliance. Carroll seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

c. NES Disbursements for FY 2026 applicants: Krank motioned to approve the 14 eligible individuals for the Nursing Education Scholarship for a Total Amount Awarded of \$68,000. This is according to NDAC 54-04.2 Nursing Education Scholarship. Armstrong seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

d. NES for Nurses with Discipline: Discussed Nursing Education Scholarship requests by nurses going through disciplinary processes. NDBON will continue to consider these requests on a case-by-case basis.

9. Licensure & Operations

a. Late Renewal (no practice) Policy: Krank motioned to approve the NDBON policy and procedure titled "Late Renewal License or Registry (no practice)" as distributed. Friestad seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

b. Practice Without a License Policy: Carroll motioned to approve the NDBON policy and procedure titled "Practice without Active License or Registration (Late renewal during active practice)" as distributed. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

c. Professional Limited Liability Company Policy (PLLC): Armstrong motioned to approve the new NDBON policy and procedure titled "Verification of Secretary of State Certificate of Professional License" as distributed. Richter seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

d. Applicants below minimum licensure/RN criteria: Carroll motioned to ratify the non-disciplinary denial of licensure by RN exam for the following applicants: N Barah Yaya & A. Morais. Friestad seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

e. General orientation prior to licensure: Krank motioned to continue the allowance of facility general orientation (not nursing orientation) and work in other non-nursing roles prior to completing temporary permit or licensure requirements (indefinitely). Friestad seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

f. **Education Credentials Evaluators (ECE) request for approval:** Armstrong motioned to approve the addition of ECE to the board-approved credentials evaluators list. Carroll seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

8 Governance

a. **Annual Report FY 2025:** Krank motioned to approve the FY 2025 Annual Report as distributed. Friestad seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

b. **Draft Revised Strategic Plan 2026-2029:** Carroll motioned to accept the revisions to the strategic plan to be implemented July 1st, 2026, as distributed; and to review progress reports quarterly at regular board meetings. Richter seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

c. **Organizational Chart FY 2027:** Krank motioned to approve the Organizational Chart for FY 2027 as distributed. Friestad seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

d. **NEC External Member appointment:** Armstrong motioned to approve Ashley DeMakis as an external member of the NEC for a two-year term July 2026-July 2028. Richter seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Absent	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	7 Yes; 0 No; 2 Absent; 0 Abstain; 0 Recuse					

e. **Elections: Treasurer and Vice President:** Richter motioned to approve the following elections of Officers: Melodi Krank as Vice President for a two-year term ending July 2028 and Dr. John Carroll as Treasurer for a two-year term ending July 2028. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Yes	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	8 Yes; 0 No; 1 Absent; 0 Abstain; 0 Recuse					

f. **NDBON Expense Authorization policy:** Carroll motioned to approve the revisions to the NDBON Expense Authorization Policy as distributed. Krank seconded. Motion carried.

Armstrong	Yes	Carroll	Yes	Fisher	Absent	Friestad	Yes
Giannonatti	Yes	Krank	Yes	Richter	Yes	Seamands	Yes
Vetter	Absent	7 Yes; 0 No; 2 Absent; 0 Abstain; 0 Recuse					

g. **ATD Committee:** *Committee to meet before the July board meeting to review policies.*

9 **Announcements & Adjournment:** *Debrief and Future Board Meetings: July 23, 2026, regular meeting. Noted that CJIS for board members is no longer required as board will not be reviewing CHRC reports. Armstrong moved to adjourn meeting at 12:16 pm. Carroll seconded.*

Consent Agendas available upon request to contactus@ndbon.org