

**North Dakota Board of Nursing  
Meeting Minutes – March 15, 2007**

Call to Order: March 15, 2007 at 8:30 a.m. – Board office Conference Room, 919 S 7<sup>th</sup> Street Ste 504, Bismarck, ND.

Roll Call: Nine board members present as follows:

JoAnn Sund, RN, President	Claudia Dietrich, RN
Nelson (Buzz) Benson, RN, Vice-President	Roxane Case, Public Member
Mary Tello-Pool, LPN, Treasurer	Metta Schell, LPN
Renee Olson, LPN	Julie Traynor, RN
Donna Hegle, RN	

Staff Present:

Constance Kalanek, RN, Executive Director	Karla Bitz, RN, Associate Director
Patricia Hill, RN, Asst. Director for Practice & Discipline	Linda Shanta, RN, Associate Director for Education
Julie Schwan, Admin Services Coordinator	

Other observers present are indicated on the meeting attendance roster.

**MINUTES REFLECT ACTIVE AGENDA ITEMS THAT WERE REVIEWED AND DISCUSSED AT THE MEETING.**

AGENDA ITEM	ACTION																																																							
1.1 Consent Agenda	<p><i>Discussion:</i> The board reviewed the consent agenda.</p> <p><i>Motion:</i> Olson, seconded by Schell to: <b>ADOPT THE CONSENT AGENDA.</b></p> <p><i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>																																																							
1.2 Agenda	<p><i>Discussion:</i> The agenda was reviewed as distributed. Shanta requested reorder of Agenda Item 5.12 prior to Agenda Item 5.11.</p> <p><i>Motion:</i> Hegle, seconded by Case to: <b>APPROVE THE AGENDA AS REORDERED.</b></p> <p><i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>																																																							
1.3 Open Forum (9:00 a.m.) 3/15/07	<p>Marlene Seiler, RN was present to address the board regarding an administrative settlement for practice without a license that she submitted. Ms. Seiler has been an RN 30 years and this past year did not receive her license renewal notice and failed to renew in the required time frame. Ms. Seiler indicated she had moved and had informed the post office of her address change, but not the board office directly. Ms. Seiler indicates the failure to renew was an oversight that she feels does not rise to the level of a reprimand. Ms. Seiler did renew the first week in February and signed the administrative settlement in order to continue to be employed, and requests the board to reconsider the reprimand. The board will discuss this issue as an agenda item.</p>																																																							
2.1 January 18-19, 2007 Meeting Minutes	<p><i>Discussion:</i> The minutes of the January 18-19, 2007 meeting were reviewed. No corrections were identified.</p> <p><i>Motion:</i> Dietrich, seconded by Traynor to: <b>APPROVE THE MINUTES OF THE JANUARY 18-19, 2007 MEETING AS DISTRIBUTED.</b></p> <p><i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>																																																							
3.1 Financial Statements	<p>Financial Statements through February 28, 2007 were reviewed. The board reviewed the comparison in actual expenditures to date from last year to this year. Income is at 94% of budgeted for the year and expenses are at 68% of budgeted.</p>																																																							
3.2 Strategic Planning – progress report	<p>The board reviewed the current status and progress of the strategic plan for 2006 to 2009.</p>																																																							
4.1 Administrative Settlements - Practice Without a License	<p><i>Discussion:</i> Ten individuals have signed and submitted administrative settlements for practice without a license/registration since the last meeting. Each was reviewed and considered by the Board.</p> <p><i>Motion:</i> Olson, seconded by Case to: <b>ACCEPT THE ADMINISTRATIVE SETTLEMENTS FOR PRACTICE WITHOUT A LICENSE/REGISTRATION FOR THE FOLLOWING INDIVIDUALS:</b></p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Name</th> <th style="text-align: left;">Lic/Reg #</th> <th style="text-align: left;">City, State</th> <th style="text-align: left;">Sanction</th> <th style="text-align: left;">Penalty Fee</th> </tr> </thead> <tbody> <tr> <td>Alexander, Valerie</td> <td>UAP applicant</td> <td>Grand Forks, ND</td> <td>Reprimand</td> <td>\$400</td> </tr> <tr> <td>Gustafson, Jean</td> <td>UAP applicant</td> <td>Fargo, ND</td> <td>Reprimand</td> <td>\$400</td> </tr> <tr> <td>Herrmann, Christina</td> <td>RN/APRN applicant</td> <td>East Grand Forks, MN</td> <td>Reprimand</td> <td>\$200</td> </tr> <tr> <td>Klein, Taren</td> <td>100734UAP</td> <td>Fargo, ND</td> <td>Reprimand</td> <td>\$400</td> </tr> <tr> <td>Krump, Marissa</td> <td>UAP applicant</td> <td>Barnesville, MN</td> <td>Reprimand</td> <td>\$200</td> </tr> <tr> <td>Kutter, Jodeen</td> <td>L7874</td> <td>Hankinson, ND</td> <td>Reprimand</td> <td>\$600</td> </tr> <tr> <td>Lachance, John</td> <td>98385UAP</td> <td>Fargo, ND</td> <td>Reprimand</td> <td>\$200</td> </tr> <tr> <td>Porter, Amy</td> <td>UAP applicant</td> <td>Park River, ND</td> <td>Reprimand</td> <td>\$100</td> </tr> <tr> <td>Prom, Beverly</td> <td>102596UAP</td> <td>Bismarck, ND</td> <td>Reprimand</td> <td>\$200</td> </tr> <tr> <td>Stein, Melissa</td> <td>101263UAP</td> <td>Bismarck, ND</td> <td>Reprimand</td> <td>\$300</td> </tr> </tbody> </table>	Name	Lic/Reg #	City, State	Sanction	Penalty Fee	Alexander, Valerie	UAP applicant	Grand Forks, ND	Reprimand	\$400	Gustafson, Jean	UAP applicant	Fargo, ND	Reprimand	\$400	Herrmann, Christina	RN/APRN applicant	East Grand Forks, MN	Reprimand	\$200	Klein, Taren	100734UAP	Fargo, ND	Reprimand	\$400	Krump, Marissa	UAP applicant	Barnesville, MN	Reprimand	\$200	Kutter, Jodeen	L7874	Hankinson, ND	Reprimand	\$600	Lachance, John	98385UAP	Fargo, ND	Reprimand	\$200	Porter, Amy	UAP applicant	Park River, ND	Reprimand	\$100	Prom, Beverly	102596UAP	Bismarck, ND	Reprimand	\$200	Stein, Melissa	101263UAP	Bismarck, ND	Reprimand	\$300
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AGENDA ITEM	ACTION												
4.1 Administrative Settlements - Practice Without a License (cont)	<i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.												
Administrative Settlement – Marlene Seiler, R18071	<i>Discussion:</i> The board discussed Marlene Seiler's concerns regarding the administrative settlement for practice without a licenser and discussed the law and administrative rules that govern the penalties for practice without a license. The board reviewed an e-mail Ms. Seiler sent to Senator Jerry Klein and Judy Lee regarding her issue, and clarified some misinformation regarding the reprimand and how and where it is published. The board suggested that Ms. Seiler provide a written explanation to attach to the administrative settlement that the failure to renew was an oversight and in five years she can request that the practice without a license be expunged from her record. <i>Motion:</i> Traynor, seconded by Olson to: <b>ACCEPT THE ADMINISTRATIVE SETTLEMENT FOR PRACTICE WITHOUT A LICENSE/REGISTRATION FOR MARLENE SEILER, RN, AND ISSUE A REPRIMAND FOR PRACTICE WITHOUT A LICENSE AND ASSESS A PENALTY FEE FOR \$400.00.</b> <i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.												
4.3 Voluntary Surrender	<i>Discussion:</i> Two individuals have signed and submitted a voluntary surrender, seeking the Board's consideration and approval of its terms. The board discussed the facts and terms of the Voluntary Surrender. <i>Motion:</i> Olson, seconded by Traynor to: <b>APPROVE AND ACCEPT THE TERMS OF THE PROPOSED VOLUNTARY SURRENDER AND ENTER AS A FINAL ORDER OF THE BOARD FOR THE FOLLOWING INDIVIDUALS:</b>												
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	<i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.												
4.41 Stipulation for Settlement – Corilss Berg, L9936	<i>Discussion:</i> A Stipulation for Settlement was received from Corliss Berg, LPN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (4). <i>Motion:</i> Schell, seconded by Case to: <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR CORLISS BERG, LPN, AND ENTER ITS ORDER TO:</b> <ul style="list-style-type: none"> <li>◆ <b>ISSUE A REPRIMAND;</b></li> <li>◆ <b>ASSESS A \$500.00 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>◆ <b>OTHER TERMS AS SET OUT IN BOARD ORDER</b></li> </ul>												
	<i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.												
4.42 Stipulation for Settlement – Paulette Long Chase, L11394	<i>Discussion:</i> A Stipulation for Settlement was received from Paulette Long Chase, LPN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Stipulation for Settlement for violation of NDCC 43-12.1-14 (1) (4). <i>Motion:</i> Case, seconded by Olson to: <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR PAULETTE LONG CHASE, LPN, AND ENTER ITS ORDER TO:</b> <ul style="list-style-type: none"> <li>• <b>ISSUE A REPRIMAND;</b></li> <li>• <b>ENCUMBER HER LICENSE THROUGH DURATION OF CRIMINAL PAROLE;</b></li> <li>• <b>ASSESS A \$500.00 PENALTY FEE PLUS COSTS AND DISBURSEMENTS; AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul>												
	<i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.												
4.43 Stipulation for Settlement – Alicia Heick, R12909	<i>Discussion:</i> A Stipulation for Settlement was received from Alicia Heick, RN, seeking the Board's consideration and approval of its terms. The Board 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). <i>Motion:</i> Hegle, seconded by Benson to: <b>ACCEPT THE TERMS OF THE PROPOSED STIPULATION FOR SETTLEMENT FOR ALICIA HEICK, RN, AND ENTER ITS ORDER TO:</b> <ul style="list-style-type: none"> <li>• <b>ISSUE A REPRIMAND, AND</b></li> <li>• <b>ASSESS A \$800.00 PENALTY FEE PLUS COSTS AND DISBURSEMENTS, AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul>												
	<i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, recuse; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.												

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4.51 Consent Order – George Abdilnour, L10270	<p><i>Discussion:</i> A consent Order was received from George Abdilnour, LPN, seeking the Board's consideration and approval of its terms. The Board reviewed and discussed the facts and terms of the Consent Order for violation of NDCC 43-12.1-14 (3) and NDAC 54-02-07-01.1 (7).</p> <p><i>Motion:</i> Olson, seconded by Benson to:</p> <p><b>ACCEPT THE TERMS OF THE PROPOSED CONSENT ORDER FOR GEORGE ABDILNOUR, LPN, AND ENTER ITS ORDER TO:</b></p> <ul style="list-style-type: none"> <li>• <b>SUSPEND THE LPN LICENSE FOR ONE YEAR; HOWEVER, THE SUSPENSION SHALL BE STAYED FOR ONE YEAR, DURING WHICH STAY THE LICENSE SHALL BE ENCUMBERED FOR ONE YEAR UNDER THE TERMS SET OUT IN THE BOARD ORDER;</b></li> <li>• <b>ASSESS A \$1600.00 PENALTY FEE PLUS COSTS AND DISBURSEMENTS;</b></li> <li>• <b>REQUIRE A PERSONAL APPEARANCE FOR REINSTATEMENT; AND</b></li> <li>• <b>OTHER TERMS AS SET OUT IN BOARD ORDER.</b></li> </ul> <p><i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, recuse. 8 yes, 0 no, 0 absent, 1 recuse. Motion carried.</p> <p><i>Discussion:</i> The board discussed that Mr. Abdilnour is still employed at the facility. The board discussed whether issuing a letter of concern should be Issued to the employer for continuing to employ Mr. Abdilnour despite the facts admitted. Employer reports have indicated that Ms. Abdilnour's behavior has been monitored.</p> <p><i>Motion:</i> Tello-Pool, seconded by Dietrich to:</p> <p><b>ISSUE A LETTER OF CONCERN TO THE EMPLOYING SUPERVISOR.</b></p> <p>The board continued to discuss this issue, and reviewed the current sanctions and monitoring requirements that include quarterly employer reports. Upon discussion, Tello-Pool and Dietrich requested to withdraw the motion.</p>
5.11 Medcenter One College of Nursing Survey Report	<p><i>Discussion:</i> The Nursing Education Committee met and reviewed the Medcenter One College of Nursing survey report in detail. An on-site survey was performed on February 5-6, 2007 by Shanta and Kalanek. There were no issues of non-compliance or partial compliance and all requirements were fully met.</p> <p><i>Nursing Education Committee:</i></p> <p><b>ACCEPT THE RECOMMENDATION OF THE NURSING EDUCATION COMMITTEE THAT:</b></p> <ul style="list-style-type: none"> <li>◆ <b>MEDCENTER ONE COLLEGE OF NURSING BACCALAUREATE PROGRAM IS IN FULL COMPLIANCE WITH NORTH DAKOTA ADMINISTRATIVE CODE 54-03.2 STANDARDS FOR NURSING EDUCATION PROGRAMS.</b></li> <li>◆ <b>RECOMMEND CONTINUED FULL APPROVAL THROUGH MARCH 2012.</b></li> </ul> <p><i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
5.12 Levels of Approval for Nursing Programs	<p>The board reviewed a handout prepared by staff to clarify the different levels of program approval for nursing education programs. The table identified requirements for Initial Approval for New Programs, Full Approval, Conditional Approval, and Withdrawal of Approval and a list of the programs that are currently under each level of approval.</p>
5.21 DNP program request for additional sites of instruction for PN and ADN programs (11:00 a.m.)	<p><i>Discussion:</i> Individuals who were present for this agenda item that addressed the board in support of the requests were: Dr. Elizabeth Pross, Director of DNP, Sandra Sund, Coordinator for the MSU-Bottineau DNP site; Dave Ellingson, Wayde Sick, and DeeAnne Olson from Burdick Job Corps in Minot, and Senator David O'Connell from Lansford, ND. The Dakota Nurse Program requests the board approve MSU-Bottineau to deliver the Dakota Nursing PN Program to the Minot Burdick Job Corps Center and to deliver the didactic instruction to the Dakota Nursing ADN Program to Rugby beginning the Fall 2007 semester. Ms. Sund reviewed a list of questions for clarification from staff and her responses to the questions. Burdick Job Corps representatives indicated that the student population was requesting the program be provided at the Job Corps. They also discussed the type of student at the Job Corps and indicated that approximately six students are interested in enrolling in the program. Board members expressed concern with approving satellites of a program that is currently under conditional approval. Dr. Pross indicated that the certificate program is new to ND since 1987, and conditional approval should not be alarming. The board discussed upcoming staff changes with the Dakota Nurse Program, as Dr. Pross has resigned as Director of the DNP and has taken a position in an out-of-state university. Ms. Sund indicated that progress has been made thus far for the position of site coordinators, and that progress will continue. The board discussed clinical experience for clarification.</p> <p><i>Motion:</i> Dietrich, seconded by Hegle to:</p> <p><b>ACCEPT THE REQUEST FROM DAKOTA NURSE PROGRAM MSU-BOTTINEAU TO DELIVER THE DAKOTA NURSING PN PROGRAM TO THE MINOT BURDICK JOB CORPS CENTER ACCORDING TO NDAC SECTION 54-03.2-06-07(6).</b></p> <p><i>Roll call vote:</i> Benson, no; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, recuse. 7 yes, 1 no, 1 recuse, 0 absent. Motion carried.</p> <p><i>Discussion:</i> The board discussed the second request for delivery of the didactic instruction for the ADN program to the Rugby site. Julie Baustad, Director of America Medical Center was present via conference call, and Dr Pross and Sandra Sund of DNP were also present for this discussion. Ms. Sund reviewed questions for clarification from staff and program responses. The program will only deliver the didactic portion of the program to Rugby via IVN network.</p> <p><i>Motion:</i> Dietrich, seconded by Olson to:</p> <p><b>ACCEPT THE REQUEST FROM DAKOTA NURSE PROGRAM MSU-BOTTINEAU TO DELIVER THE DAKOTA NURSING ADN PROGRAM DIDACTIC INSTRUCTION BY THE IVN TECHNOLOGY TO RUGBY BEGINNING THE FALL 2007 SEMESTER ACCORDING TO NDAC CURRICULUM SECTION 54-03.2-06-07(6).</b></p>

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5.21 DNP Program requests (continued)	<i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, absent; Sund, yes; Tello-Pool, yes, Traynor, recuse. 7 yes, 0 no, 1 recuse, 1 absent. Motion carried.
5.31 Knife River Care Center (Med Assist Program II)	<p><i>Discussion:</i> Knife River Care Center in Beulah has submitted a Medication Assistant Program II for board review and approval. Hill Indicated the program meets the board's guidelines.</p> <p><i>Motion:</i> Dietrich, seconded by Olson that:</p> <ul style="list-style-type: none"> <li>◆ <b>THE KNIFE RIVER CARE CENTER MEDICATION ASSISTANT II MEETS THE REQUIREMENTS FOR MEDICATION ASSISTANT PROGRAM II AS SET BY NDAC CHAPTER 54-07-07 AND</b></li> <li>◆ <b>THE BOARD GRANT INITIAL APPROVAL FOR THIS COURSE TO BE OFFERED BY KNIFE RIVER CARE CENTER, BEULAH, ND FROM MARCH 2007 THROUGH MARCH 2011.</b></li> </ul> <p><i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
5.41 Report of the 2007 CE Audit for renewal	The board reviewed the Preliminary Report for the 2007 Continuing Education Audit that is currently being conducted. A total of 132 individuals were randomly selected for the audit during the renewal cycle. Ninety-five percent fully met the audit requirements. The final report will be reviewed in May.
5.42 Ratification of approval workshops etc for contact hours	<p><i>Discussion:</i> The board reviewed a list of courses approved by board staff for contact hours as of March 14, 2007.</p> <p><i>Motion:</i> Dietrich, seconded by Schell to:</p> <p><b>RATIFY APPROVAL OF THE WORKSHOP FOR CONTACT HOURS SUBMITTED TO THE ND BOARD OF NURSING, WHICH INCLUDES COURSE #612 THROUGH #621.</b></p> <p><i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
5.51 Nurse Faculty Intern Applications and Report	<p><i>Discussion:</i> The board reviewed a descriptive summary related to the Nurse Faculty Intern Pilot Study. There has been one new applicant for the Nurse Faculty Intern since the last meeting, and one withdrew.</p> <p><i>Motion:</i> Dietrich, seconded by Case to:</p> <p><b>RATIFY THE FOLLOWING NURSE FACULTY INTERN APPLICATIONS:</b></p> <ul style="list-style-type: none"> <li>◆ <b>KIMBERLY ASH – JAMESTOWN COLLEGE</b></li> </ul> <p><i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
5.52 NCSBN Center For Regulatory Excellence Grant Program	Kalanek reported that the board has received the NCSBN Center for Regulatory Excellence Grant in the amount of \$118,000 for the next two years for the Nurse Faculty Intern Pilot Project. NCSBN was very supportive of this project. Staff indicated a majority of funding from the grant is for stipends to the NFI participants and for the statisticians from UND Center for Rural Health who are partnering in the project.
5.53 - ND Student Nurse of the Year	Tamar Wright from Dickinson State University was named the 2007 Student Nurse of the Year for ND by the Nursing Students Association of ND.
5.54 Military NEL Recipient	<p><i>Discussion:</i> Jessica Winkler received a nursing education loan and graduated in December 2005. She worked in Grand Forks for three months after graduation, and was then deployed to Wright-Patterson AFB in Dayton, OH with the military. She currently holds a ND compact license. The rules regarding repayment of the nursing education loan require employment in ND for repayment, and do not address military deployment. Staff request the board approve an exception to the rule, with intent to change the rule during the next rule promulgation to allow repayment through military deployment.</p> <p><i>Motion:</i> Dietrich, seconded by Olson that:</p> <p><b>THE BOARD MAKE AN EXCEPTION TO NDAC 54-04.1-04-01 REPAYMENT OF LOAN BY EMPLOYMENT AND ALLOW JESSICA WINKLER, RN, TO USE HER MILITARY NURSING EMPLOYMENT AT WRIGHT-PATTERSON AFB IN DAYTON, OH TOWARD CANCELLATION OF HER NURSING EDUCATION LOAN WHILE SHE IS DEPLOYED WITH THE MILITARY.</b></p> <p><i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.</p>
5.55 Out of State Students in ND Facilities – Spring 2007	The board reviewed a table of out of state students that are obtaining clinical experience in ND. There are 304 out of state students receiving clinical experience in ND facilities for the spring 2007 semesters.
6.1 Renewal of License	A list of non-renewals for RN and LPN licensure was reviewed by the board. 763 did not renew, which is comparable to the number that do not renew each year. 87% of renewals were completed on-line.
6.2 License by Endorsement – Forkel	<p><i>Discussion:</i> Amy Forkel completed an RN program in SD, and was licensed by exam as an LPN by waiver in the state of SD. Under current law, she is not eligible for licensure in ND. Revision to the law addressed in HB1118 will allow Ms. Forkel to be licensed when the bill has been signed by the Governor. An e-mail to Senator Judy Lee regarding this issue was reviewed.</p> <p><i>Motion:</i> Olson, seconded by Tello-Pool to:</p> <p><b>APPROVE THE APPLICATION FOR LICENSE BY ENDORSEMENT AS A PRACTICAL NURSE FOR AMY FORKEL PENDING GOVERNOR'S SIGNATURE ON HB1118.</b></p>

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AGENDA ITEM	ACTION
6.2 License by Endorsement – Forkel (continued)	<i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.
6.3 Renewal of License – Hersey	<i>Discussion:</i> HB1118 also changes the limited license requirement to allow for a limited license to be issued to a nurse that does not meet all of the licensure requirements. Alice Hersey is semi-retired and was unable to obtain the required 400 hours of practice as she and her husband left the state to care for their grandchildren while their son was deployed to Iraq. Ms. Hersey would be issued a limited license that would limit her practice setting to her current employer, Johnson Clinic in Rugby, ND. <i>Motion:</i> Case, seconded by Traynor to: <b>APPROVE THE 2007-2008 REACTIVATION APPLICATION FOR ALICE HERSEY, LPN, AND ISSUE A LIMITED LICENSE PENDING THE GOVERNOR'S SIGNATURE ON HB1118.</b> <i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, recuse; Sund, yes; Tello-Pool, yes, Traynor, yes. 8 yes, 0 no, 1 recuse, 0 absent. Motion carried.
7.12 ND Health Care Workforce: Policy Brief	The board reviewed a Policy Brief developed by the UND Center for Rural Health titled <i>ND Health Care Workforce: Planning Together to Meet Future Health Care Needs</i> . A second report is being developed and will focus on action steps that employers, educators, statewide organizations and other can consider to Address healthcare workforce problems.
7.21 Trends – Better Late than Never: Workforce Supply	An article titled “ <i>Better Late Than Never: Workforce Supply Implications Of Later Entry Into Nursing</i> ” was distributed.
7.31 Prescriptive Authority Applications	<i>Discussion:</i> Two individuals have submitted applications for prescriptive authority since the last meeting. <i>Motion:</i> Hegle, seconded by Schell to: <b>RATIFY PRESCRIPTIVE AUTHORITY FOR THE FOLLOWING: Jennifer Bryan, FNP, Bismarck, ND Karla Baker, FNP, Fargo, ND</b> <i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.
7.41 NLC Case Log	The board reviewed the Nurse Licensure Compact case log showing five individuals with practice sanctions under the nurse licensure compact.
7.51 Legislative Bills Affecting State Agencies	Agenda Item 10.13 was discussed at this time with a review of the report presented to the Administrative Rules Committee on March 8, 2007. The rules are related to consumer directed care and were approved and will take effect on April 1, 2007.
7.52 Communication with Legislators	The board discussed informal conversations with state senators and representatives and indicated no issues have been identified by legislators.
7.53 Board of Nursing Legislation	The board discussed the following status of bills the board is tracking or involved in: 7.541 HB 1118 Limited Licenses and registration and License by Endorsement – Passed senate with emergency clause, waiting in house for approval of emergency clause, needs governor signature. 7.542 SB 2025 Medication in Corrections Facilities – passed senate – to be voted on in house today – emergency clause. 7.543 SB 2133 Consumer Directed Care – passed both houses and signed by the governor. 7.544 SB2260 Criminal Background Checks – amended – passed senate, hearing in house, amendments passed in house committee. 7.545 SB1293 Application of topical fluoride varnish – emergency clause – passed both chambers, back in house for approval of amendments. 7.546 SB2385 School Nursing – failed. 7.547 SB2377 Lay Midwife Study – passed Senate – heard in house committee. 7.548 SB2379 Consortium and simulators – no changes – funding reduced to 500,000 – attempt to reinstate funding.
7.61 Online Examination and Endorsement Application	The progress of implementation of initial on-line applications was discussed. The application for license by examination prototype was reviewed with the NEC at the March 14 <sup>th</sup> meeting. It was recommended that notification be sent to employing facilities throughout the state informing them of the new process.
7.71 Nurses Day at the Legislature – Feb 13-14, 2007	The board had a booth at the 2007 Nurses Day at the Legislature and presented educational sessions for the educational day. The board discussed whether the booth was necessary, as it was not well attended. The board discussed options for next year, and Sund will discuss this issue with NDNA.
7.72 Commitment to Ongoing Regulation Excellence Report – preliminary	Kalanek indicated that the survey data for NCSBN's Commitment to Ongoing Regulation Excellence has been gathered, and preliminary data shows that the ND Board of Nursing is a high performing board. The data indicates the board has done well with turnaround time for licensure, disciplinary process, number of cases resolved, monitoring reports, and other processes. The report will be available to the board at a later date.
Environmental Scan	The board discussed workplace and professional issues affecting nursing.
12.11 Speakers for 9/07 Retreat	Kalanek requested board members e-mail any suggestions for a speaker for the 2007 board retreat.
12.12 Approval of revised position description for Executive Director	<i>Discussion:</i> NCSBN did job analysis for Executive Directors. Revisions were made to the NDBON Executive Director job description based on that analysis. <i>Motion:</i> Traynor, seconded by Case to: <b>ACCEPT THE REVISED POSITION DESCRIPTION FOR THE EXECUTIVE DIRECTOR.</b> <i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes. 9 yes, 0 no, 0 absent. Motion carried.

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AGENDA ITEM	ACTION
12.13 Board Source Article	The board reviewed an article from the Board Source Magazine titled “ <i>Declaration of Independence</i> ” related to board processes.
12.55 Discuss Use of BTWAN and IVN System for January meeting	<p>The January 2007 meeting was held via BTWAN and IVN as a way for nursing programs to observe a meeting without having to travel. Staff requested feedback from the board regarding offering meetings in this manner. Staff indicated that the first meeting was very resource intense to set up, but that subsequent meetings may not be as time consuming. The board agreed to offer the January meeting via BTWAN or IVN each year. Students can always come to any other meeting as they have in the past.</p> <p><i>Motion:</i> Case, seconded by Olson to:  <b>DIRECT STAFF TO PLAN FOR THE USE OF THE BTWAN &amp; IVN SYSTEM FOR JANUARY MEETING EACH FISCAL YEAR BASED ON THE STRATEGIC PLAN – GOAL 2.</b></p> <p><i>Roll call vote:</i> Benson, yes; Case, yes; Dietrich, yes; Hegle, yes; Olson, yes; Schell, yes; Sund, yes; Tello-Pool, yes, Traynor, yes.            9 yes, 0 no, 0 absent. Motion carried.</p>

**CONSENT AGENDA:**

8.1 NCSBN
8.11 Make your Mark
8.12 Collaborative Health Care Scope of Practice Document
8.13 NCSBN selects sites
8.2 Office Management
8.3 Nursing Practice
8.31 Summary of practice calls
8.4 Workplace Impairment Program Report
8.41 Statistics
8.5 Unlicensed Assistive Person/Medication Assistant
8.51 Testing Summary Report
8.52 NNAAP Testing
8.53 2007 NNAAP Skills Review & Standard Setting Meeting
8.6 Licensure
8.61 Licensed Nurse
8.62 Unlicensed Assistive Person
8.63 NCLEX-RN – none
8.64 NCLEX-PN - none
8.65 Late Renewal Summary
8.7 Discipline
8.71 Disciplinary Statistics/Case Activity Report
8.8 Legal Counsel
8.9 Education
8.91 MSU-M notification of 63 BSN students engaging in clinical experiences in ND facilities
8.92 Presentation College notification of 8 additional students and additional sites of clinical experiences in ND facilities
8.93 Northland Community & Technical College notification of addition of site of instruction
8.94 Northland Community & Technical College notification of 90 AASPN students engaging in clinical experiences in ND facilities
8.95 Gonzaga University, Dept of Nursing, Family Nurse Practitioner Student clinical in ND facilities
8.96 Presentation College notification of 3 ADN students practicing in ND facilities
8.97 Lake Area Technical Institute – Watertown SD notification of 1 PN student practicing in ND facilities

**BOARD COMMITTEES:**

9.0 Program Monitoring Committee	No Meeting
9.1 Nursing Education Committee	March 14, 2007 at 2:00 p.m.
9.2 Finance Committee	No Meeting
9.3 Executive Committee	No Meeting
9.4 Prescriptive Authority Committee	No Meeting
9.5 Nursing Practice Committee	No meeting

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### UPCOMING MEETINGS & REPORT OF MEETINGS ATTENDED:

10.1 NCSBN Annual Meetings – August 7-10, 2007
10.2 NCSBN Monthly Meetings by teleconference calls and onsite:
10.2-1 National and State Policy
10.2-2 Education Consultants
10.2-3 Discipline Networking
10.2-4 EO Network
10.2-5 NLCA Meeting
10.2-6 Mid-Year Meeting, April 2-4, 2007, New Orleans – Sund, Kalanek, & Bitz
10.2-7 Bylaws Committee
10.2-8 NCSBN Executive Officers Seminar
10.2-9 Annual Institute of Regulatory Excellence
10.2-10 IT Summit, Portland, OR
10.2-11 IRE Tele-conference
10.2-12 Board Investigator & Attorney Workshop
10.2-13 NCLEX Invitational
10.2-14 Education Consultants Focus Group, Feb 19-20, 2007
10.2-15 Continued Competency Advisory Panel, February 27 – March 1, 2007
10.2-16 TERCAP Task Force, February 26-27, 2007 – Now ready to be used, staff will enter cases and collect data.
10.2-17 Member Board Leadership Development Panel – January 29-30; March 6-7, 2007
10.2-18 Transition of New Nurses from Education to Practice: A Regulatory Perspective – February 22, 2007 – Shanta will have summary for the next meeting.
10.3 ND Nurse Leadership Council – January 25; March 29; June 14
10.4 ND Organization of Nurse Executives – March 8
10.5 ND Nurses Association
10.6 ND Rural & Public Health Conference – March 20-22, 2007 – Seven Seas, Mandan
10.7 ND LTCA Conference
10.8 ND Health Care Association Annual Meeting
10.9 ND Domestic and Sexual Violence State Prevention Team
10.10 Nurses Day at the Legislature – Feb 13-14, 2007
10.11 Nurse Education Articulation Taskforce
10.12 American Academy of Nurse Practitioners Region 8 Invitational Leadership Meeting – March 2, 2007
10.13 Administrative Rules Committee – March 8
10.14 Consumer Directed Care – S. Reinhardt – May 17 – Bismarck

### Staff Presentations:

- 11.1 **APRN – University of Mary – January 4**
- 11.2 **Emerging Issues – SCCI – Mandan – March 9**
- 11.3 **Emerging Issues – Altru – June 11**
- 11.4 **Development, Implementation, & Evaluation of a Continued Competence Mandate – Dakota Conference – March 20-21 – poster presentation – Kalanek**
- 11.5 **Nurse Faculty Intern Pilot Study – Dakota Conference – March 20-21 – poster presentation – Shanta**
- 11.6 **TERCAP: New Pathways for Safe Nursing Practice – Dakota Conference – March 20-21 – poster presentation – Bitz**
- 11.7 **Nurse Executive Leadership Conference – IHS – May 9 @ Seven Seas - Mandan**

The meeting recessed for lunch from 12:30 p.m. to 1:00 p.m. on March 15, 2007.

The meeting adjourned at 2:10 p.m.

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Constance B. Kalanek, RN, PhD  
Executive Director  
Draft 3/21/07