



Board Meeting Minutes – 11.5.2021
Virtual Meeting via Zoom
10:00 a.m. (CDT)

Mission Statement: To protect the public and ensure compliance with the ND Century Code Chapter 43-44.

Present – Board Members: Wendy Mankie, Nancy Overson, Linda Schloer, Meredith Wagner, Shaundra Ziemann-Bolinske, and Brooke Fredrickson, NDBODP Executive Secretary

I. Call to Order

Chair, Linda Schloer called the meeting to order at 10:02 a.m.

II. Procedure for Guests

Linda explained that guests are welcome but may not participate in the meeting unless allowed by the board. There were three guests present.

III. Dave Schaibley Introduction

Dave introduced himself as the Assistant Attorney General who is now representing the board in place of Allyson Hicks.

IV. Review and Approval of Minutes – 9.24.2021

Nancy Overson moved to approve the minutes as written; Wendy Mankie seconded the motion. Vote, 5 yeas, 0 nays. Motion passed.

V. Open Position Recommendations

Brooke received communication from the Governor's office requesting recommendations to fill Linda's position on the board as her term expired in September. Brooke responded via email asking if there any applications on file from last fall that would be able to be considered for this year. Maria Neset from the Governor's office said that she would check on this and get back to the board with her findings. Brooke asked the board if they wanted to provide recommendations or wait for a response, and the board agreed to wait.

VI. CEU Audit: Toni Anderson

Wendy provided background information on Toni's audit that included CEUs that do not meet the board's criteria. Wendy had reached out to Toni with her concerns, and Toni responded with communication from CDR on the requirements for CEU and the initial approval by CDR. Content of the seminar was discussed in depth by the board. The board agreed that five of the 24 CEUs submitted will be accepted by the board for credit, leaving Toni 19.5 CEUs short of the 75 CEU requirement. Dave Schaibley provided input on the legal process for requesting that Toni provide that remaining CPEUs to maintain licensure in ND. Shaundra made a motion to accept 5 CEUs from the seminar Toni attended and have the assistant AG write up a settlement agreement to allow for Toni to obtain the remaining CPEUs within 90 days. Nancy seconded the motion. Roll call vote: Yeas – Linda, Nancy, Wendy, Meredith, Shaundra.

VII. Board Reimbursement Review

Brooke asked Dave for clarification on board reimbursement practices regarding travel. Shaundra that brought up that hotel expenses can only be reimbursed up to 90% of the state rate, which would be \$86.40. Dave explained that the Board should be allowed the state rate at hotels and should be tax exempt. Linda mentioned that if a board member uses their personal money for hotel payment that they should be allowed to have taxes reimbursed as well. Dave agreed. He suggested that Brooke be issued a purchasing card through the OMB to make all hotel reservations. There was also discussion held on the possibility of issuing state IDs. Brooke will work with Dave to get this accomplished. Shaundra asked how hotel expenses were handled from the September meeting, since they were submitted above the state rate. Brooke reported that she submitted payment to the board members for the amount they requested, and Brooke paid for the difference between the state rate and what was paid to the board members.

VIII. Telehealth

Brooke asked Dave to review the part of the statute titled "limited practice without a license". Dave explained that this part of the statute has been in ND law for many years. It indicates that we need to have an application for foreign practitioners to practice for less than 30 days per year. He suggested that other boards have an application for this that we could use to draft our own. This application and fee should be put into place as soon as possible. He also explained the other exemptions regarding foreign practitioners.

IX. Administrative Rule

- a. Timing for renewals – Brooke explained that she needs time to get licenses processed and recommended having the renewal deadline around August 1st.
- b. Two-year license – Dave provided input that our statute indicates an annual license and therefore we are not able to move to a biennial renewal period. Brooke will remove any suggestions of a biennial renewal period from the draft.
- c. The board discussed the current fee schedule and recommended changes to it. Dave provided input that any increases will need to be justified, so the board is prepared to give reason for any changes. Reasons discussed included increase in initial applications from outside of ND, possible move to licensing software to increase board efficiency, and to remain competitive with fees of nearby states.

VIII. Next Meeting Date

Monday, November 29th at 8:30 a.m. via Zoom.

VI. Adjourn

Meredith Wagner moved to adjourn the meeting; Nancy Overson seconded the motion.
The meeting was adjourned at 12:02 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Brooke Fredrickson". The signature is fluid and cursive, with a long horizontal flourish at the end.

Brooke Fredrickson, NDBODP Executive Secretary