



Board Meeting Minutes – 10.30.23
Virtual Meeting via Zoom
10:00 a.m. (CDT)

Mission Statement: To protect the public and ensure compliance with the NDCC 43-44.

Board Members Present: Meredith Wagner, Nancy Overson, Janel Getz, Amanda Ihmels, Shaundra Ziemann-Bolinkse, and Brooke Fredrickson, NDBODP Executive Secretary

Also present: Matt Menge, Legal Counsel

I. Call to Order

- a. Meredith called the meeting to order at 9:07 a.m.

II. Procedure for Guests – N/A

III. Approval of Minutes

- a. The minutes from 9.21.23 were reviewed. Nancy motioned to approve minutes as presented; Janel seconded. Motion carried.

IV. Old Business

a. Renewals

- i. Stephanie Critchley did not complete her 75 CEUs within her 5-year cycle and was put in a remediation program by CDR. The board requested a CEU audit. Amanda completed the audit and reported that Stephanie had met all CEU requirements to date. Amanda moved to approve her continuing education credits and renewal application; Janel seconded. Discussion held to have Brooke contact Stephanie with the results of the audit. Roll call vote: Meredith – yea, Janel – yea, Amanda – yea, Nancy – yea, Shaundra – yea. Motion carried.
- ii. Gina Hardley did not complete her 75 CEUs with her 5-year cycle and was granted an extension of one year by CDR. The board requested a CEU audit. Amanda completed the audit and reported that Gina provided documentation for approximately 23 credits. There was no explanation given as to why the credits were not completed on time. Amanda moved to not renew Gina's license due to inability to complete continuing education as required by statute; Meredith seconded. Discussion held that Gina may be eligible to reapply for license once she has completed her CEU and is in good standing with CDR. Brooke to contact Gina with results of the audit. Roll call vote: Meredith-yea, Janel – yea, Amanda-yea, Nancy-yea, Shaundra-yea. Motion carried.

V. New Business

- a. CEU audit – Sharla Olson
 - i. Sharla submitted her renewal and CEUs on 9/29/23. Upon review, she reported 75 CEU but did not have all the certificates to support it. She was asked to provide additional certificates for 6 hours of credit but was unable to do so. Shaundra moved to extended Sharla’s license with conditions to complete and submit 6 hours of CEU to the board within 30 days. Nancy seconded. Discussion held to have Matt Menge send a letter from his office with the stated conditions for licensure renewal. Brooke will notify her of ramifications of not renewing her license as a grandfathered LN. Roll call vote: Meredith-yea, Janel – yea, Amanda-yea, Nancy-yea, Shaundra-yea. Motion carried.
- b. National Practitioner Data Bank Reporting
 - i. Discussion was held on two licensees (Stephanie Scott & Kara Bourland) who failed to renew their licenses on time. Kara renewed 9 days late, and Stephanie renewed 16 days late. Reviewed reasons for late renewal. Meredith moved to report all lapsed licenses to the National Practitioner Data Bank with explanations; Shaundra seconded. Roll call vote: Meredith-yea, Janel – yea, Amanda-yea, Nancy-yea, Shaundra-yea. Motion carried.

VI. **Adjournment** – Meredith adjourned meeting at 10:18 a.m.

Respectfully Submitted,



Brooke Fredrickson, NDBODP Executive Secretary