



Board Meeting Minutes – 12.11.23
Special Meeting via Zoom
12:00 p.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, and Brooke Fredrickson, NDBODP Executive Secretary

Also present: Matt Menge, Legal Counsel

I. Call to Order

- a. Meredith called the meeting to order at 12:01 p.m.

II. Procedure for Guests – N/A

III. New Business

a. Occupational Licensure Study

- i. Brooke and Matt explained the records request we received on December 1st from the occupational licensure study being conducted by the ND Labor Commission. There is a 53-question document that needs to be completed by January 5th, followed by supporting documentation due January 30th. Brooke explained that most of the records will have to be checked manually since the board has never tracked application dates, and our current database system only contains that information from July 1, 2023 until now. Matt asked to notify him if we cannot meet the deadline as requested. Nancy motioned to permit Brooke to complete the questionnaire on behalf of the board with assistance from Janel and Amanda as needed. Amanda seconded the motion. Roll Call vote: Meredith – yea, Nancy – yea, Amanda – yea, Janel – yea. Motion passed.

IV. Adjournment – Meredith adjourned meeting at 12:18 p.m.

Respectfully Submitted,

Brooke Fredrickson, NDBODP Executive Secretary