



MINUTES  
South Dakota Board of Nursing  
Board of Directors  
September 11-12, 2014

**Board Members:**

Darlene Bergeleen, RN  
Diana Berkland, RN; President  
Christine Callaghan, LPN  
June Larson, RN; Vice President  
Adrian Mohr, Public Member  
Jean Murphy, RN  
Nancy Nelson, RN  
Sharon Neuharth, LPN  
Betty Oldenkamp, Public Member-Absent 9/11/14  
Kristin Possehl, RN  
Mary Schmidt, LPN

**Staff Present:**

Gloria Damgaard, RN, Executive Director  
Francie Miller, RN, Nursing Program Specialist  
Linda Young, RN, Nursing Program Specialist  
Erin Matthies, Licensure Operations Manager  
Jill Vanderbush, Licensure Specialist  
Robert Garrigan, Business Manager  
Winora Robles, Program Assistant I  
Kristine O'Connell, Board Attorney

**1. Call to Order and Roll Call**

President D Berkland called the meeting to order at 10:57am on September 11, 2014.

**2. June 12-13, 2014 Board Meeting Minutes**

The June 12-13, 2014 Board Meeting minutes were approved in a unanimous voice vote.

**3. Agenda Approval**

**MOTION**

The Board moved to approve the agenda in a unanimous voice vote.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Absent
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	10 Yes	MOTION Carried

**4. Financial Reports**

R Garrigan presented the Financial Report for FY 2014 and responded to Board questions. The report was approved in a unanimous voice vote.

**MOTION**

J Larson moved that the South Dakota Board of Nursing direct the SDBON executive director to monitor financial reserves and initiate the rule promulgation to increase licensure fees when the budget reserve reaches a point of two months budgetary reserves. Seconded by N Nelson.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Absent
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	10 Yes	MOTION Carried

**5. Reports**

A) Commission for Nursing Education Accreditation (CNEA)

G Damgaard presented the report and responded to Board questions.

B) 2014 NCSBN Delegate Assembly

G Damgaard reported on the Delegate Assembly including adopting revisions of the bylaws. D Berkland and L Young went as delegates. All three responded to Board questions.

C) 2014 2<sup>nd</sup> Quarter NCLEX Pass Rates Report to Board

G Damgaard presented the report and responded to Board questions.

D) 2014 Annual Report to Department of Health (DOH)

R Garrigan presented the report that he will submit to the DOH and responded to Board questions.

## MOTION

N Nelson moved that the South Dakota Board of Nursing accept the 2014 Annual Report submitted to the DOH. Seconded by S Neuharth.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Absent
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	10 Yes	MOTION Carried

### E) Licensure and Operations Update

E Matthies presented the report on number of licensees and pending applications. She updated the Board on the status of the implementation of Registry database for Certified Nursing Aides. She responded to Board questions.

### F) NCSBN Announces Support for H.R. 5380

G Damgaard reported on legislation to amend the Social Security Act and responded to Board questions.

## 6. Open Forum

No one requested the opportunity to address the Board.

## 7. Environmental Scan

### A) Nursing Workforce Population Rises Despite Expected Shortage

G Damgaard shared this as an informational piece for the Board.

### B) Nursing Education Scholarship

G Damgaard shared this as an informational piece for the Board.

### C) NCSBN Revises Definition of Entry-level Nurse

G Damgaard shared this as an informational piece for the Board.

### D) NCSBN July Environmental Scan

G Damgaard shared this as an informational piece for the Board.

### E) JAMA Article on Dermatology Procedures

L Young shared this as an informational piece for the Board.

## 8. Unfinished Business

### A) Presentation College Accreditation Update

G Damgaard reported that ACEN has granted continuing accreditation to Presentation College. She responded to Board questions.

### B) Strategic Plan

G Damgaard presented the results of the Board self-assessment. Board members reviewed strategic plan for updates.

C) Administrative Rules Effective July 31, 2014

G Damgaard reported on the meeting that took place before the Interim Rules Committee. She responded to Board questions.

D) Mount Marty Announcement of New Director

G Damgaard reported that Mount Marty has hired a Chief Nurse Administrator to handle the overall responsibility of the Nursing Program.

E) Update on Medication Administration Exam and Registry

L Young reported that she, G Damgaard and S Orth are working on this process and that E Matthies is developing the database. They responded to Board questions.

F) Update on Insulin Administration Training

L Young reported that she, G Damgaard, Rhonda Jensen, RN, CNS, CDE and Mary Lobb Oyos, RN, CNS, CDE are working on the unlicensed assistive personnel training modules and videos. E Matthies is also assisting with developing the database. The RN protocol to delegate insulin administration, competency checklist, and draft of training modules were reviewed. L Young responded to Board questions.

**MOTION**

K Possehl moved that the South Dakota Board of Nursing approve a pilot project utilizing the approved protocol for the delegation of insulin administration to Unlicensed Diabetes Aides by RNs working in facilities regulated by the SD Department of Developmental Disabilities. Seconded by M Schmidt.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Absent
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	10 Yes	MOTION Carried

**9. New Business**

A) Joint Board Meeting

The Joint Board Meeting was held at the South Dakota Board of Medical and Osteopathic Examiners on September 11, 2014 at 9:00am.

B) Nursys E-Notify Fact Sheet and Report of Institutional Enrollment

G Damgaard reported that NCSBN will provide this service free of charge. This will be a benefit for employers to receive up-to-date status on licensees.

C) Electronic Reproductions of Disciplinary Documents

K O'Connell reported that disciplinary documents can be stored electronically.

- D) APRN Advisory Committee Report and Appointment of New Member L Young reported on the meeting that took place on August 22, 2014; committee membership was reviewed. She responded to Board questions.

**MOTION**

N Nelson moved that the South Dakota Board of Nursing reappoint Susan Rooks, CNM to the Advanced Practice Advisory Committee and allow two CNS members be appointed to the Advanced Practice Advisory Committee to serve a term of three years, with no appointee to serve more than three consecutive terms. Seconded by J Larson.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Absent
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	10 Yes	MOTION Carried

- E) Personnel The Board went into closed session for the purposes of Personnel.

- F) NLCA Update G Damgaard led the discussion on the Nurse Licensure Compact and what revisions have been suggested. She responded to Board questions.

- G) NCSBN Model Rules for Distance Education G Damgaard presented the report and responded to Board questions.

- H) Department of Health Request for Licensure Data E Matthies gave an update on what information the DOH is requesting. She responded to Board questions.

- I) Travel Request

**MOTION**

D Bergeleen moved that the South Dakota Board of Nursing approve travel and was seconded by J Larson for the following:

- Citizen Advocacy Center Annual Meeting, Baltimore, MD, October 23-24, 2014-Up to 3
- International Nurse Regulator Conference, Chicago, IL, October 28-30, 2014-Up to 2
- Support travel to attend NCSBN Board of Directors functions-Gloria Damgaard
- Support travel to attend Institute of Regulatory Excellence meetings-Linda Young

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Yes
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	11 Yes	MOTION Carried

## 10. Discipline

### A) August 2014 Discipline Committee Minutes

#### MOTION

K Possehl moved that the South Dakota Board of Nursing approve the Discipline Committee's recommendation that if a reinstatement is appropriate the request may be included on the Consent Agenda to be presented at the next meeting of the full Board. The licensee may not be required to make a Formal Appearance before the Board. Seconded by M Schmidt.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Yes
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	11 Yes	MOTION Carried

#### MOTION

J Larson moved that the South Dakota Board of Nursing approve the following changes to the discipline questions with a second by A Mohr:

*Initial Licensure Discipline Question #1:* Have you ever been convicted, pled no contest/nolo contendere, pled guilty to, or been granted a deferred judgment **or adjudication**, suspended imposition of sentence with respect to a felony, misdemeanor, or petty offense, other than minor traffic violations?

*Initial Licensure Discipline Question #2:* Is there any **pending charge(s) against you with respect to a felony, misdemeanor, or petty offense other than minor traffic violations?**

*Renewal/Reinstatement/Reactivation of Licensure Discipline Question #1:* Have you ever been convicted, pled no contest/nolo contendere, pled guilty to, or been granted a deferred judgment **or adjudication**, suspended imposition of sentence with respect to a felony, misdemeanor, or petty offense, other than minor traffic violations, **that have not previously been reported to the board?**

*Renewal/Reinstatement/Reactivation of Licensure Discipline Question #2:* Is there any **pending charge(s) against you with respect to a felony, misdemeanor, or petty offense other than minor traffic violations?**

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Yes
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	11 Yes	MOTION Carried

B) Approval of Consent Agenda

- 1) T.B.-Grant Licensure
- 3) J.C.-Mandate HPAP
- 4) Jeani Dubs, P004118-Letter of Reprimand
- 5) S.E.-Grant Single State licensure
- 6) Stephanie Friese, R024317-Request Voluntary Surrender; if not agreed upon, issue Summary Suspension
- 7) K.G.-Letter of Concern
- 9) V.H.-Request Medical Evaluation, if fit to practice, Letter of Concern with Remediation
- 10) Kimberly Hubbard, R033096-Request Voluntary Surrender; if not received by September 11, 2014 Summary Suspend
- 12) D.J.-Dismiss
- 13) Karissa Kuehl Sollinger, P011511-Accept Voluntary Surrender Consent Order
- 14) L.L.-Letter of Concern
- 15) B.L.-Mandate HPAP
- 16) Elisabeth Larsen, P011298-Voluntary Surrender
- 17) D.L.-Letter of Concern with Remediation
- 18) V.L.-Letter of Concern with Remediation
- 19) S.N.-Letter of Concern
- 21) J.R.-Mandate HPAP. If choice is to not participate in HPAP, seek Voluntary Surrender
- 23) Alana Rogers, P009538-Voluntary Surrender
- 24) Dorothy Seeman, P009534-Voluntary Surrender
- 25) Raeanne Shaw, P010211-Voluntary Surrender
- 26) Mashell Sonne, R031191-Letter of Reprimand and Mandate HPAP
- 27) Elizabeth Springer, R039669-Voluntary Surrender
- 28) D.T.-Letter of Concern
- 29) K.T.-Letter of Concern
- 30) K.W.-Mandate HPAP; grant Limited License if licensee attends Refresher Course

**MOTION**

C Callaghan moved that the South Dakota Board of Nursing approve the Consent Agenda with the removal of #2 JB, #8 KH, #11 LI, #20 TN, and #22 SR. Seconded by S Neuharth.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Yes
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	11 Yes	MOTION Carried

J.B.-F Miller presented background. K Possehl recused herself.

**MOTION**

J Larson moved that the South Dakota Board of Nursing dismiss the complaints brought against licensee J.B. Seconded by N Nelson.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Yes
Berkland	Yes	Murphy	Yes	Possehl	Recused
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	10 Yes	MOTION Carried

K.H.-F Miller presented background. N Nelson recused herself.

**MOTION**

K Possehl moved that the South Dakota Board of Nursing issue a Letter of Concern and require remediation in NCSBN Medication Errors, Detection and Prevention and End-of-Life Care and Pain Management to K.H., PN. Seconded by C Callaghan.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Yes
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Recused	Schmidt	Yes
Larson	Yes	Neuharth	Yes	10 Yes	MOTION Carried

L.I.- F Miller presented background. K Possehl recused herself.

**MOTION**

N Nelson moved that the South Dakota Board of Nursing dismiss the complaint brought against licensee L.I. Seconded by M Schmidt.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Yes
Berkland	Yes	Murphy	Yes	Possehl	Recused
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	10 Yes	MOTION Carried

Theresa Newcomb, R034430-F Miller presented background. J Murphy recused herself.

**MOTION**

N Nelson moved that the South Dakota Board of Nursing submit a Letter of Reprimand to licensee Theresa Newcomb, R034430. Seconded by C Callaghan.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Yes
Berkland	Yes	Murphy	Recused	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	10 Yes	MOTION Carried

S.R.-F Miller presented background.

**MOTION**

K Possehl moved that the South Dakota Board of Nursing issue a Single State RN license to S.R. and mandate into HPAP. Seconded by N Nelson.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Yes
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes

Larson Yes      Neuharth Yes      11 Yes      MOTION Carried

C) Consideration of Discipline Cases-  
Additional Cases

J.M.-L Young presented background. B Oldenkamp recused herself.

**MOTION** J Larson moved that the South Dakota Board of Nursing recommend a Letter of Reprimand with remediation to be determined by the Joint Board for CNP licensee, James McNeely. Seconded by C Callaghan.

Bergeleen	Yes	Mohr	Yes	Oldenkamp	Recused
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	10 Yes	MOTION Carried

D) Generative Discussion: Inactive Licenses and HPAP      F Miller and G Damgaard led the discussion on how to handle HPAP participants and Inactive Licensees. They responded to Board questions.

## 11. Board Development

A) Dr. Sandra Bunkers-Deferred until November Board Meeting.

## 12. Upcoming Events

- SDAHO Home Care Council, Rapid City, September 25, 2014
- NCSBN CORE Committee, Chicago, September 25, 2014
- SDAHO NPA Presentation, S Orth, Rapid City, September 25, 2014
- International Consortium of Parse Scholars, Biennial International Conference, Sioux Falls, September 26-28, 2014
- SD Diabetes Coalition Fall Partners Conference, October 1, 2014
- SDNA Annual Meeting, Rapid City, October 5-6, 2014
- Governor's Primary Care Task Force, Pierre, October 8, 2014
- NCSBN Board of Directors Retreat, October 13-14, 2014
- Presentation to USD students, S Orth, Rapid City, October 16, 2014
- IRE Committee Meeting, Chicago, October 21-22, 2014
- Citizen Advocacy Center Annual Meeting, Baltimore, Maryland, October 23-24, 2014
- International Nurse Regulator Conference, Chicago, October 28-30, 2014
- SD Board of Nursing Meeting, Sioux Falls, November 13-14, 2014
- Campaign for Action National Meeting, Leadership and Legacy: The Future is Now, Phoenix, AZ, November 17-19, 2014
- Nursing Program Site Visit, S. Orth & B. Vellenga, SWC, Sisseton, October 22-23, 2014

**Adjourned at 1:01pm on September 12, 2014.**