



SOUTH DAKOTA BOARD OF NURSING

Unapproved Draft Minutes¹

4305 S Louise Avenue Suite 201
Sioux Falls, South Dakota 57106

November 14, 2019 9:00 AM CST

Board Members	Board Staff Present
Darlene Bergeleen, RN Present Carla Borchardt, RN Present Rebekah Cradduck, Public Member Present Doneen Hollingsworth, Public Member Absent Deborah Letcher, RN, Secretary Absent Christi McArthur, RN Present Nancy Nelson, RN, President Present Sharon Neuharth, LPN Present Robin PetersonLund, RN, APRN Absent Mary Schmidt, LPN, Vice President Present Lois Tschetter, RN Present	Gloria Damgaard, RN Executive Director Abbey Bruner Senior Secretary Glenna Burg, RN Nursing Education Specialist Erin Matthies Operations Manager Francie Miller, RN Nursing Program Specialist Tessa Stob, RN Nursing Program Specialist Linda Young, RN Nursing Program Specialist Shelly Munson Board Attorney Guests: Patty Foley, Lake Area Technical Institute Rhonda Stangl, Lake Area Technical Institute

1. Call to Order and Roll Call - President N Nelson called the meeting to order at 9:22 A.M. on Thursday, November 14, 2019.

2. Board of Nursing Minutes

Board Action: C Borchardt moved to approve the September 19-20, 2019 Board Meeting minutes, seconded by M Schmidt. The minutes were approved in a unanimous voice vote.

3. Agenda Approval

Board Action: M Schmidt moved to approve the agenda, seconded by S Neuharth. The agenda was approved in a unanimous voice vote.

4. Financial Reports – E Matthies presented the Fiscal Year 2020 Financial Report from July 2019- October 2019.

Board Action: C Borchardt moved that the South Dakota Board of Nursing approve the Financial Report for FY2020 (July 2019 – October 2019) as discussed and presented, seconded by M Schmidt. The Financial Report was approved in a unanimous voice vote.

5. Reports

A) Licensure and Operations Report - E Matthies presented the November 2019 South Dakota Board of Nursing licensure and operations report. As of November, there were: 18,531 actively licensed RN’s, 2,664 licensed practical nurses (LPN), 37 certified nurse midwives (CNM), 1,220 CNPs, 63 clinical nurse specialists (CNS), 510 certified registered nurse anesthetists (CRNA), 10,407 registered certified nurse aides (CNA), 60 unlicensed dialysis technicians (UDT), 5,868 unlicensed medication aides (UMA), and 163 unlicensed diabetes aide’s (UDA).

B) Center for Nursing Workforce (CNW) – L Young provided a report. A strategic planning session was held in April 2019 with over one-hundred stakeholders present. Participants expressed a need to develop and convene a nursing leadership group to identify and act on nursing workforce needs. Participants also expressed the need to offer a program on generational differences. Board members agreed as this topic would relate to the World Health Organization’s ‘Year of the Nurse and Midwife’ celebration in honor of Florence Nightingale’s 200th birth anniversary.

C) External Meeting Reports – NCSBN Public Policy Conference: L Tschetter, N Nelson, L Young and G Damgaard provided an overview of the theme, speakers and tours of Jimmy Carter National Library and Museum on Civil Rights.

D) NCSBN Strategic Plan Presidents Network – N Nelson provided a report on NCSBN’s Presidents Networking call. A highlight of the call was discussing the development of NCSBN’s strategic plan. She shared NCSBN’s 11 objectives. Board members are encouraged to participate via NCSBN’s website portal.

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6. **Open Forum** – N Nelson, President, provided the opportunity for guests to address the Board, no one requested to do so.

7. **Environmental Scan**

- A) **NCSBN Communications**- provided for informational purposes.
- B) **Scholarship Thank You Notes** – provided for informational purposes.

8. **Unfinished Business**

A) **Strategic Plan** – G Damgaard led discussion on the SDBON Strategic plan, mission and vision statement. An updated copy was provided to the Board, with the changes that were recommended last meeting.

9. **New Business**

A) **Clinical Enrichment Program Reports and Request for Approval**- G Burg presented the reports and requests for approval to the Board.

Board Action: M Schmidt moved that the South Dakota Board of Nursing accept the requests for approval for the Clinical Enrichment programs at: Avera McKennan Hospital - Sioux Falls, Avera St. Luke’s Hospital – Aberdeen, South Dakota Correctional Health, various locations, Huron Regional Medical Center, Regional Health – Rapid City, Sanford Health – Sioux Falls, Sioux Falls Specialty Hospital, St. Michael’s Hospital Avera – Tyndall. Seconded by L Tschetter.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	YES	C McArthur	YES	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	YES
D Hollingsworth	Absent	S Neuharth	YES	Total 8	Motion Carried

B) **Nursing Education Scholarship Program – LPN Scholarships** – G Burg presented LPN scholarship information to the Board. There were 24 applicants who were each awarded \$400.

Board Action: L Tschetter moved that the South Dakota Board of Nursing approve the LPN Education scholarship awards. Seconded by M Schmidt.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	YES	C McArthur	YES	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	YES
D Hollingsworth	Absent	S Neuharth	YES	Total 8	Motion Carried

C) **Review of Practice Position Statements** – L Young presented a document (worksheet) on 16 previously approved practice statements for review and action. She explained that since the adoption of the following guides: *Scope of Practice (SOP) Decision-making Framework, Delegation Decision-making Framework, and APRN Scope of Practice Decisioning Algorithm* there is no longer a need for many of the previously approved practice statements issued by the Board. Nurses and employers are now encouraged to use the practice guides to base individual practice decisions. The following position statements were included on the worksheet and reviewed for action: intraosseous infusion, peripherally inserted catheters, RN first assistant, application of fetal scalp electrodes and intrauterine pressure catheters, amniotomy, removal of pleural and mediastinal chest tubes, flexible sigmoidoscopy, administration of prostaglandin preparations, CNS prescriptive authority, occupational health, removal or discontinuation of epidural catheters, application and removal of casts, electrical stimulation, intrathecal injection of contrast media, documenting medication administration, and delegation of dialing a dose on an insulin pen.

Board Action: L Tschetter moved that the South Dakota Board of Nursing retire the 16 scope of practice position statements outlined in the November 13, 2019 worksheet prepared by Board Staff. Seconded by S Neuharth.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	YES	C McArthur	YES	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	YES
D Hollingsworth	Absent	S Neuharth	YES	Total 8	Motion Carried

D) **Lake Area Technical Institute (LATI) ACEN Communication** – G Burg informed the Board of LATI’s notification of candidacy for the ACEN accreditation.

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E) **Quarter 3 NCLEX Pass Rate Report** – G Burg presented the 3rd Quarter NCLEX report to the Board for informational purposes.

F) **Request for Approval of Center for Nursing Workforce (CNW) Funds:**

i. **CNW Nurse Leadership Program coordinated by EmBe** – L Young presented the Board with a request for approval of CNW funds to cover expenses for the 2020 nursing leadership program coordinated by EmBe.

Board Action: D Bergeleen moved that the South Dakota Board of Nursing approve the payment from CNW funds to EmBe to coordinate the CNW 2020 Nursing Leadership Program. Seconded by L Tschetter.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	YES	C McArthur	YES	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	YES
D Hollingsworth	Absent	S Neuharth	YES	Total 8	Motion Carried

ii. **South Dakota Association of Healthcare Organizations (SDAHO) Nurse Leadership Program** – L Young presented the Board with the request from SDAHO requesting the CNW sponsor a keynote speaker for the SDAHO’s 2020 Nursing Leadership Program closing graduation ceremony.

Board Action – L Tschetter moved that the South Dakota Board of Nursing sponsor a keynote speaker for the SDAHO nursing leadership graduation ceremony. The CNW will provide funding of \$500 for the sponsorship. Seconded by S Neuharth.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	YES	C McArthur	YES	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	YES
D Hollingsworth	Absent	S Neuharth	YES	Total 8	Motion Carried

G) **BON Logo** – L Young provided the Board with a document that showed six different SD BON logo options. The Board reviewed and members agreed upon one logo. L Young will follow-up with Alpha Graphics to complete the design work. Following completion Board staff will use the logo on the Board’s website, signature block, and letters.

H) **Policy Review** – T Stob presented to the Board, highlights from the main items of revision and request to determine whether to approve the revised Medication Aide Exam policy. L Tschetter moved that the South Dakota Board of Nursing approve the revised Medication Aide exam policy. Seconded by S Neuharth.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	YES	C McArthur	YES	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	YES
D Hollingsworth	Absent	S Neuharth	YES	Total 8	Motion Carried

I) **Legal Review Pardon of Felonies** – S Munson spoke to the Board on Pardons and answered Board member questions.

J) **FBI Identity Services Audit** – G Damgaard reported that there were no findings by the FBI during the Identity Services Audit.

K) **Request from National University College Puerto Rico** – G Damgaard presented the request to the Board for informational purposes. The request is under review by our legal counsel and an update will be given at our April 2020 Board meeting.

L) **Western Dakota Tech (WDT) Site Visit** – G Burg provided the WDT PN Site Visit Report and recommendations to the Board to determine the approval status of the WDT PN program. C McArthur with WDT was present to answer any Board Member questions.

Board Action: C Borchardt moved that the South Dakota Board of Nursing accept the WDT PN program site visit report and recommendations, and grant full approval status. Seconded by M Schmidt.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	YES	C McArthur	Abstain	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	YES
D Hollingsworth	Absent	S Neuharth	YES	Total 7	Motion Carried

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M) Lake Area Technical Institute (LATI) Site Visit – G Burg provided the LATI RN Site Visit Report to the Board, to determine the approval status of the LATI RN program. P Foley and R Stangl were present to answer any Board Member questions.

Board Action: C Borchardt moved that the South Dakota Board of Nursing accept the LATI RN program site visit report. Seconded by S Neuharth.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	YES	C McArthur	YES	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	YES
D Hollingsworth	Absent	S Neuharth	YES	Total 8	Motion Carried

Board Action: M Schmidt moved that the South Dakota Board of Nursing approve the status of the LATI RN program and continuation of interim status. Seconded by L Tschetter.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	YES	C McArthur	YES	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	YES
D Hollingsworth	Absent	S Neuharth	YES	Total 8	Motion Carried

N) 2020 Legislative Session – G Damgaard previewed bills to watch for and will send out communication to Board members on bills being introduced.

O) Executive Session, pursuant to SDCL§ 1-25-2 (3) for the purpose of consulting with legal counsel.

10. Compliance - (the acronym “HPAP”: as used below represents “Health Professionals Assistance Program”).

A) Formal Hearings – none at this time.

B) Compliance Committee Recommendations Licensed - F Miller submitted the recommendations from the Compliance Committee as identified in the following table.

**Compliance Committee Consent Agenda
November 14, 2019**

Licensed
Letter of Concern: 1. K.W.
Letter of Concern with Remediation: 2. C.H. 3. S.B.
Settlement Offer – Agreed Upon Disposition for Mandated HPAP, Stayed Suspension, and Waiver of Hearing: 4. Douglas Gibson – Applicant
Settlement Offer – Letter of Reprimand: 5. Linda Swanson – R029293 6. Lindsey Morrow – P011790 7. Florence Horstman – P011051
Settlement Offer – Letter of Reprimand with Remediation: 8. Vickie Faulkerson – R024805 9. Alex McCabe – R042310
Accept Voluntary Surrender: 10. Christopher Kyle – R042473
Grant Single-state License: 11. J.G.- Applicant

Board Action: R Craddock moved that the South Dakota Board of Nursing accept the recommendations of the Licensed Compliance Consent Agenda as presented, seconded by D Bergeleen.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	Recuse	C McArthur	YES	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	Recuse
D Hollingsworth	Absent	S Neuharth	YES	Total 6	Motion Carried

C) Compliance Committee Recommendations Unlicensed Assistive Personnel – T Stob submitted the recommendations from the Compliance Committee as identified in the following table.

Compliance Committee Consent Agenda November 14, 2019 Unlicensed Assistive Personnel
May Register When All Registration Requirements are Met: 1. M.D. 2. E.F. 3. R.O. 4. S.T. 5. S.F.
Grant Renewal of Registration: 6. S.M. 7. S.C.
Letter of Concern: 8. M.A.
Voluntary Surrender: 9. B.M.

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Board Action: R Craddock moved that the South Dakota Board of Nursing accept the recommendations of the Unlicensed Assistive Personnel Compliance Consent Agenda as presented, seconded by D Bergeleen.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	Recuse	C McArthur	YES	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	Recuse
D Hollingsworth	Absent	S Neuharth	YES	Total 6	Motion Carried

D) Additional Compliance for Board Review – none at this time.

11. Board Member Development – will be rescheduled.

12. Upcoming Events

Board Action: C Borchardt moved that the South Dakota Board of Nursing approve the following travel requests, National Forum of State Nursing Workforce Centers Meeting, December 3-4 Las Vegas, NV for 1 person. NCSBN ICRS Advisory Committee Meeting, December 5 Chicago, IL for 1 person. Citizens Advocacy Center Meeting December 10-11, Washington D.C. for 2 people. seconded by M Schmidt.

D Bergeleen	YES	D Letcher	Absent	R PetersonLund	Absent
C Borchardt	YES	C McArthur	YES	M Schmidt	YES
R Craddock	YES	N Nelson	YES	L Tschetter	YES
D Hollingsworth	Absent	S Neuharth	YES	Total 8	Motion Carried

13. Staff and Board Member Activities (Name – Event, Date, Place)

- G Damgaard, F Miller, E Matthies, J Vanderbush - FBI Identity Services Audit, September 24, 2019
- F Miller – Community Stake Holders, Avera McKennan Magnet Survey Visit, October 2, 2019
- G Damgaard, L Young, N Nelson, L Tschetter - NCSBN Public Policy Conf., Oct. 2-4, 2019; Atlanta, GA
- L Young - South Dakota Nurses Association Annual Conference, October 6-7, 2019; Aberdeen, SD
- G Burg and K Possehl - Lake Area Tech Site Visit, October 8-9, 2019; Watertown, SD
- L Young – NCSBN Model Act Rules Committee, October 16-17, 2019; Chicago, IL
- L Young – CTE Health Careers Class Presentations, October 29, 2019; Sioux Falls

Meeting adjourned at 2:53 pm Thursday, November 14, 2019.

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