



# SOUTH DAKOTA BOARD OF NURSING

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

**November 16, 2017 9:00 AM CST**

Board Members		Board Staff Present	
Darlene Bergeleen, RN	Present	Abbey Bruner	Senior Secretary
Carla Borchardt, RN	Present	Robert Garrigan	Business Manager
Rebekah Craddock, Public Member	Present	Erin Matthies	Licensure Operations Manager
Doneen Hollingsworth, Public Member	Absent	Francie Miller, RN	Nursing Program Specialist
June Larson, RN	Present	Kristine O'Connell	Board Attorney
Deborah Letcher, RN	Present	Tessa Stob, RN	Nursing Program Specialist
Nancy Nelson, RN, Vice President	Present	Linda Young, RN	Nursing Program Specialist
Sharon Neuharth, LPN	Present		
Robin PetersonLund, RN, APRN	Present		
Kristin Possehl, RN, President	Present		
Mary Schmidt, LPN, Secretary	Present		

**Guests: November 16, 2017**

Sara Lease – Southeast Technical Institute	Amy Iversen-Pollreisz – Department of Social Services
Jim Jacobson – Southeast Technical Institute	Glenna Burg – SD BON Nurse Education Consultant
Bob Griggs – Southeast Technical Institute	Christi McArthur – Western Dakota Tech
David Dick - Huron Regional Medical Center	Tiffany Howe – Western Dakota Tech
Brooke Sydow -Huron Regional Medical Center	Anne Bolman – Western Dakota Tech
	Tamara Poling, MD – The Skin Institute

**1. Call to Order and Roll Call** - President K Possehl called the meeting to order at 9:00 a.m. on November 16, 2017.

**2. Board of Nursing Minutes**

Board Action: J Larson moved to approve the September 21, 2017 Board Meeting minutes, seconded by R Craddock. The minutes were approved in a unanimous voice vote.

Board Action: J Larson moved to approve the October 23-24, 2017 Formal Hearing minutes, seconded by R Craddock. The minutes were approved in a unanimous voice vote.

**3. Agenda Approval**

Board Action: J Larson moved to approve the agenda, seconded by N Nelson. The agenda was approved in a unanimous voice vote.

**4. Financial Reports** - R Garrigan presented the Financial Report for Fiscal Year (FY) 2018 (July-October).

Board Action: D Letcher moved to accept the Financial Report for Fiscal Year (FY) 2018 (July-October), seconded by J Larson. The financial report was approved in a unanimous voice vote.

R Garrigan presented the South Dakota Board of Nursing 2017 Nursing Education Scholarship (LPN) Annual Disbursement Report and answered questions from the Board.

Board Action: D Letcher moved that the South Dakota Board of Nursing award \$1000 to each of the 3 applicants for the South Dakota Board of Nursing LPN Scholarship. Seconded by J Larson.

<b>Bergeleen</b>	<b>Yes</b>	<b>Nelson</b>	<b>Yes</b>
<b>Borchardt</b>	<b>Yes</b>	<b>Neuharth</b>	<b>Yes</b>
<b>Craddock</b>	<b>Yes</b>	<b>PetersonLund</b>	<b>Yes</b>
<b>Hollingsworth</b>	<b>Absent</b>	<b>Possehl</b>	<b>Yes</b>
<b>Larson</b>	<b>Yes</b>	<b>Schmidt</b>	<b>Yes</b>
<b>Letcher</b>	<b>Yes</b>	<b>10 Yes</b>	<b>MOTION Carried</b>

**5. Reports**

**A) Licensure and Operations Report** - E Matthies presented the November 2017 South Dakota Board of Nursing’s licensure and operations report. As of November 2017 there were at total of 22, 319 actively licensed nurses in South Dakota. 18,177 RN’s, 2,625 LPN’s, 35 CNM’s, 946 CNP’s, 67 CNS’s and 469 CRNA’s. So far in Fiscal Year 2018 there have been 86 Advanced Practice RN applications. There were a total of 139 in Fiscal Year 2017. There are 10,323 Certified Nurse Aide’s actively registered in South Dakota, 56 Unlicensed Dialysis Technicians, 5,727 Unlicensed Medication Aides and 78 Unlicensed Diabetes Aide’s.

**B) Center for Nursing Workforce (CNW)** – See items 8B and 8C.

**C) Health Professionals Assistance Program (HPAP) Utilization Report** – F Miller presented the South Dakota Board of Nursing (BON) Utilization Report for June 1, 2016 – May 31, 2017, BON total participants in HPAP as of 5/31/2017: 109; FY 2017 Discharges: 24, FY 2017 Admissions/New Participation Agreements: 40, FY 2017 Inquires/No Monitoring: 12. Of the participants 35 are Voluntary, 69 are Board Mandated.

**D) External Meeting Reports**

- L Young spoke about the October 2017 NCSBN Leadership and Public Policy Conference she and G Damgaard attended in New Orleans, LA. “We Can Do It!” The Lessons and Leadership of the Greatest Generation. Some of the presenters were: Duchess Harris, PhD, JD Professor of American Studies, Macalester College, Author of “Hidden Human Computers: The Black Women of NASA”, Kirsten Strigel Carter, Supervisory Archivist, FDR Presidential Library & Museum presented on Eleanor Roosevelt: Action and Advocacy. Other topics were Political Feasibility Model, Persuasion in Politicized Environments, Social Media Impact: Public Policy and Healthcare Decision Making and The first Family of Radio: Franklin and Eleanor Roosevelt’s Historic Wartime Broadcasts.
- T Stob spoke regarding the 2017 NCSBN Board of Nursing Investigator Training she attend in Chicago, IL. She plans to use the information in her role at the Board.
- K O’Connell briefly spoke about new licensure changes that may be implemented by the State of South Dakota.

**6. Open Forum** - K Possehl, President, provided the opportunity for guests to address the Board, no one requested to do so.

**7. Environmental Scan** - Documents provided for informational purposes.

The Board moved to enter executive session, pursuant to SDCL §1-25-2(3) for the purpose of consulting with legal counsel. The Board moved to exit executive session.

**8. Unfinished Business**

**A) Western Dakota Technical (WDT) Institute – Request to Remove Probationary Status.** Present via conference call were G Burg, C McArthur, T Howe and A Bolman. C McArthur provided an update on WDT’s progress toward meeting the requirements for full approval status including their NCLEX pass rate of 75.5% as of November 2017. L Young explained the full measuring period is completed at the end of December 2017. A Bolman provided an update on WDT’s HLC accreditation status, they are currently on probation. She believes probation will be lifted February 22-23, 2018.

The Board moved to enter executive session, pursuant to SDCL §1-25-2(3) for the purpose of consulting with legal counsel. The Board moved to exit executive session to conduct a vote on the request.

Board Action: J Larson moved that the South Dakota Board of Nursing deny the Western Dakota Technical Institute’s request to be removed from probationary status of the PN program. Seconded by M Schmidt.

<b>Bergeleen</b>	<b>Yes</b>	<b>Nelson</b>	<b>Yes</b>
<b>Borchardt</b>	<b>Yes</b>	<b>Neuharth</b>	<b>Yes</b>
<b>Cradduck</b>	<b>Yes</b>	<b>PetersonLund</b>	<b>Yes</b>
<b>Hollingsworth</b>	<b>Absent</b>	<b>Possehl</b>	<b>Yes</b>
<b>Larson</b>	<b>Yes</b>	<b>Schmidt</b>	<b>Yes</b>
<b>Letcher</b>	<b>Yes</b>		<b>10 Yes MOTION Carried</b>

**B) CNW: Rho Xi Chapter Request for Funding** – L Young presented the request to the Board. The request for funds assists the board to meet requirements in SDCL 36-9-96 relating to nursing educational preparation.

**Board Action:** C Borchardt moved that the South Dakota Board of Nursing provide funding from the South Dakota Center for Nursing Workforce in the amount of \$1,000 to support a speaker for the Rho Xi Chapter of Sigma Theta Tau’s 24<sup>th</sup> Annual Research Day March 19, 2018. Seconded by S Neuharth.

<b>Bergeleen</b>	<b>Yes</b>	<b>Nelson</b>	<b>Yes</b>
<b>Borchardt</b>	<b>Yes</b>	<b>Neuharth</b>	<b>Yes</b>
<b>Craddock</b>	<b>Yes</b>	<b>PetersonLund</b>	<b>Yes</b>
<b>Hollingsworth</b>	<b>Absent</b>	<b>Possehl</b>	<b>Yes</b>
<b>Larson</b>	<b>Yes</b>	<b>Schmidt</b>	<b>Yes</b>
<b>Letcher</b>	<b>Yes</b>		<b>10 Yes MOTION Carried</b>

**C) CNW: Nursing Leadership Program** – L Young presented the request to the Board. The leadership program meets the requirements in SDCL 36-9-96 by addressing issues relating to promoting nursing leadership development.

**Board Action:** C Borchardt moved that the South Dakota Board of Nursing provide funding from the South Dakota Center for Nursing Workforce in the amount of \$24,060 to cover expenses for EmBe to coordinate the 2018 Nursing Leadership Program. Seconded by N Nelson.

<b>Bergeleen</b>	<b>Yes</b>	<b>Nelson</b>	<b>Yes</b>
<b>Borchardt</b>	<b>Yes</b>	<b>Neuharth</b>	<b>Yes</b>
<b>Craddock</b>	<b>Yes</b>	<b>PetersonLund</b>	<b>Yes</b>
<b>Hollingsworth</b>	<b>Absent</b>	<b>Possehl</b>	<b>Yes</b>
<b>Larson</b>	<b>Yes</b>	<b>Schmidt</b>	<b>Yes</b>
<b>Letcher</b>	<b>Yes</b>		<b>10 Yes MOTION Carried</b>

**9. New Business**

**A) Election of Officers** – S Neuharth moved to elect N Nelson as President, seconded by J Larson. Motion approved in a unanimous voice vote. J Larson moved to elect M Schmidt as Vice President, seconded by N Nelson. Motion approved in a unanimous voice vote. J Larson moved to elect D Letcher as Secretary, seconded by N Nelson. Motion approved in a unanimous voice vote.

**B) 2018 Board Meeting Schedule** – February 8, 2018; April 19, 2018; June 28, 2018; September 13, 2018; November 15, 2018

**C) Southeast Technical Institute (STI) Request for Reorganization LPN to RN Program** – K Possehl presented the request for reorganization for STI to expand their LPN to associate degree (AD) RN program to Huron, SD. S Lease, J Jacobson, B Griggs, D Dick, and B Sydow were also present and responded to Board member questions. L Young reviewed with the Board ARSD 20:48:07:40 regarding requirements for nursing program reorganization. STI meets all criteria according to the rule, both STI’s LPN and AD RN nursing programs remain in full compliance with rules in ARSD 20:48:07; STI also maintains national accreditation with the Accreditation Commission for Education in Nursing (ACEN).

The Board moved to enter executive session, pursuant to SDCL §1-25-2(3) for the purpose of consulting with legal counsel. The Board moved to exit executive session to conduct a vote on the request.

**Board Action:** M Schmidt moved that the South Dakota Board of Nursing grant the approval for Southeast Technical Institute to reorganize the LPN to RN program. Seconded by J Larson.

<b>Bergeleen</b>	<b>Yes</b>	<b>Nelson</b>	<b>Yes</b>
<b>Borchardt</b>	<b>Yes</b>	<b>Neuharth</b>	<b>Yes</b>
<b>Craddock</b>	<b>Yes</b>	<b>PetersonLund</b>	<b>Yes</b>
<b>Hollingsworth</b>	<b>Absent</b>	<b>Possehl</b>	<b>Recuse</b>
<b>Larson</b>	<b>Yes</b>	<b>Schmidt</b>	<b>Yes</b>
<b>Letcher</b>	<b>Yes</b>		<b>9 Yes MOTION Carried</b>

**D) Communication from Presentation College (PC) re:ACEN Accreditation** – L Young provided an update regarding communication from Dr. Sandra Welling, Nursing Program Chair, PC. PC’s nursing program had been dually nationally accredited by both ACEN and the Commission on Collegiate Nursing Education (CCNE). PC elected to voluntarily withdraw their accreditation with ACEN.

**E) Advance Practice Registered Nurse (APRN) Practice Guidelines** – L Young presented information on proposed APRN practice guidelines. Following discussion, L Young will amend guidelines, seek input from the Board’s APRN Advisory Committee then bring back to the Board in February 2018 for consideration.

**F) Clinical Enrichment Programs (CEP) Reports and Approval** – L Young presented the CEP reports and requests for approval in 2018 for the following facilities in South Dakota: Avera McKennan Hospital, Sanford Health, St. Michaels Hospital, SD Correctional Health, Rapid City Regional Hospital and Huron Regional Medical Center. Board Action: N Nelson moved to accept the reports of the 2017 CEP and approve the requests for re-approval in 2018 for Avera McKennan Hospital, Sanford Health, St. Michaels Hospital, SD Correctional Health, Rapid City Regional Hospital and Huron Regional Medical Center. Seconded by D Bergeleen.

<b>Bergeleen</b>	<b>Yes</b>	<b>Nelson</b>	<b>Yes</b>
<b>Borchardt</b>	<b>Yes</b>	<b>Neuharth</b>	<b>Yes</b>
<b>Craddock</b>	<b>Yes</b>	<b>PetersonLund</b>	<b>Yes</b>
<b>Hollingsworth</b>	<b>Absent</b>	<b>Possehl</b>	<b>Yes</b>
<b>Larson</b>	<b>Yes</b>	<b>Schmidt</b>	<b>Yes</b>
<b>Letcher</b>	<b>Yes</b>		<b>10 Yes</b>
			<b>MOTION Carried</b>

**G) Department of Social Services** – A Iverson-Pollreis, Deputy Secretary with the Department of Social Services (DSS), presented information on who can conduct court ordered criminal justice mental health evaluations. Following passage of House Bill 1183 in the SD 2017 legislative session, clinical nurse specialists and certified nurse practitioners who hold advanced certification with the American Nurses Credentialing Center (ANCC) in psychiatric-mental health nursing, may now perform the evaluations. The DSS will also be requiring CNSs and CNPs who meet the certification criteria to complete a 20 hour training session on performing the evaluation. The Board will assist the DSS in compiling a list of CNSs and CNPs meeting the criteria as required in the new law.

**H) Licensed Practical Nurse (LPN) Practice Request** – L Young presented for review the proposed revised South Dakota Board of Nursing advisory opinion on dermatological procedures to determine whether or not to adopt proposed changes to the opinion that would allow LPN's to perform certain procedures. Tamara Poling, MD, dermatologist from the Rapid City Medical Center, responded to Board member questions on specific procedures and on LPN practice in her clinic.

Board Action: C Borchardt moved that the South Dakota Board of Nursing adopt the newly revised advisory opinion on dermatological procedures by licensed nurses, with the revisions of: Injectable treatments to exclude administration of dermal fillers, sclerotherapy of superficial veins to exclude administration by LPNs, and to allow staff to make grammatical edits.

<b>Bergeleen</b>	<b>Yes</b>	<b>Nelson</b>	<b>Yes</b>
<b>Borchardt</b>	<b>Yes</b>	<b>Neuharth</b>	<b>Yes</b>
<b>Craddock</b>	<b>Yes</b>	<b>PetersonLund</b>	<b>Yes</b>
<b>Hollingsworth</b>	<b>Absent</b>	<b>Possehl</b>	<b>Yes</b>
<b>Larson</b>	<b>Yes</b>	<b>Schmidt</b>	<b>Yes</b>
<b>Letcher</b>	<b>Yes</b>		<b>10 Yes</b>
			<b>MOTION Carried</b>

## 10. Discipline

**A) Disciplinary Review Panel Recommendations November 2017** - F Miller submitted the recommendations from the disciplinary review panel as identified in the following table. (The acronym "HPAP" as used below represents "Health Professionals Assistance Program".)

<b>Disciplinary Review Panel Recommendations November 2017</b>			
	<b>Last Name</b>	<b>First Name</b>	<b>Recommended Action</b>
1	A	J	Probation and Mandate SD HPAP
2	B	W	Grant Reinstatement with Mandated HPAP
3	B	B	Summarily Suspend and Notice for Hearing
4	B	M	Letter of Concern with Remediation
5	C	J	Summarily Suspend and Notice for Hearing
6	F	A	Letter of Reprimand
7	F	S	Summarily Suspend and Notice for Hearing
8	G	S	Close Probation
9	K	A	Letter of Concern with Remediation
10	L	M	Summarily Suspend or Mandate HPAP
11	N	B	Letter of Reprimand
12	R	S	Reinstate with Single-State RN License and Mandate to SD HPAP
13	S	B	Close Probation
14	S	L	Letter of Concern with Remediation
15	S	J	Mandate to SD HPAP

16	T	E	Deny Licensure
17	W	S	Probation and Mandate SD HPAP

**Board Action:** D Letcher moved that the South Dakota Board of Nursing accept the recommendations of the disciplinary review panel as presented and outlined in the Disciplinary Review Panel Recommendations document. Seconded by M Schmidt.

<b>Bergeleen</b>	<b>Recuse</b>	<b>Nelson</b>	<b>Yes</b>
<b>Borchardt</b>	<b>Recuse</b>	<b>Neuharth</b>	<b>Yes</b>
<b>Cradduck</b>	<b>Yes</b>	<b>PetersonLund</b>	<b>Yes</b>
<b>Hollingsworth</b>	<b>Absent</b>	<b>Possehl</b>	<b>Yes</b>
<b>Larson</b>	<b>Yes</b>	<b>Schmidt</b>	<b>Yes</b>
<b>Letcher</b>	<b>Yes</b>		<b>8 Yes MOTION Carried</b>

**B) Additional Discipline Cases – F Miller presented background.**

D Letcher moved that the South Dakota Board of Nursing accept the Voluntary Surrender of Karen Palmer, R047702. Seconded by R Cradduck.

<b>Bergeleen</b>	<b>Recuse</b>	<b>Nelson</b>	<b>Yes</b>
<b>Borchardt</b>	<b>Recuse</b>	<b>Neuharth</b>	<b>Yes</b>
<b>Cradduck</b>	<b>Yes</b>	<b>PetersonLund</b>	<b>Yes</b>
<b>Hollingsworth</b>	<b>Absent</b>	<b>Possehl</b>	<b>Yes</b>
<b>Larson</b>	<b>Yes</b>	<b>Schmidt</b>	<b>Yes</b>
<b>Letcher</b>	<b>Yes</b>		<b>8 Yes MOTION Carried</b>

### 11. Board Member Development

**A) Laptop and Portal Instruction – E Matthies provided information and instruction to Board members on new laptops.**

### 12. Upcoming Events

- G. Damgaard – NCSBN Board of Directors Meeting, December 4-6, 2017 Chicago, IL
- L. Young - National Forum of State Nursing Workforce Centers Executives' Mtg, Dec 5- 6, 2017 San Antonio, TX
- L. Young – NCSBN IRE Conference, January 23-25, 2018 San Francisco, CA
- L. Young – NCSBN Standards Committee Meeting, January 30-31, 2018 Chicago, IL
- G. Damgaard – NCSBN Board of Directors Meeting, February 5-7, 2018 Chicago, IL

**Board Action:** N Nelson moved that the South Dakota Board of Nursing approve the following travel requests. Seconded by J Larson. Travel requests were approved in a unanimous voice vote.

- National Forum of State Nursing Workforce Centers Executives' Mtg, Dec 5- 6, 2017 San Antonio, TX (1)
- NCSBN Standards Committee Meetings for 2018 (1)
- NCSBN Board of Directors Meetings for 2018 (1)
- NCSBN IRE Conference, January 23-25, 2018 San Francisco, CA (2)

### 13. Staff and Board Member Activities

- L. Young – NCSBN Standards Development Committee, September 25-26, 2017 Chicago, IL
- G. Damgaard, L. Young – South Dakota Nurses Association Convention, October 1, 2017, Yankton
- L. Young – USD CCNE Stakeholder Meeting, October 4, 2017
- G. Damgaard, L. Young - NCSBN Leadership & Policy Conf., October 11-13, 2017 New Orleans, LA
- F. Miller - Assisted Living Association of South Dakota, October 11-12, 2017 Deadwood, SD
- L. Young – SDSU Aberdeen RN Student Leadership Class, October 17, 2017
- SD BON Discipline Hearings October 23, 2017 Sioux Falls, SD
- T. Stob – NCSBN Board of Nursing Investigator Training, October 24-26, 2017 Chicago, IL
- G. Damgaard – NCSBN Board of Directors Retreat, October 30-31, 2017 Nashville, TN
- F. Miller - The United States Attorney's Office/South Dakota Attorney General's Office and the South Dakota Law Enforcement Community, November 7, 2017

**D Bergeleen moved to adjourn, seconded by R Cradduck, meeting adjourned at 4:35 pm November 16, 2017.**