



**MINUTES**  
**South Dakota Board of Nursing**  
**Board of Directors**

**February 5-6, 2015**

**Board Members:**

Darlene Bergeleen, RN-Absent  
Diana Berkland, RN  
Christine Callaghan, LPN  
June Larson, RN  
Adrian Mohr; Public Member  
Jean Murphy, RN  
Nancy Nelson, RN; Vice President, Absent  
Sharon Neuharth, LPN  
Betty Oldenkamp; Public Member-2/5  
Kristin Possehl, RN; President  
Mary Schmidt, LPN; Secretary

**Staff Present:**

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

**Guests:**

Virginia Cozad, Sinte Gleska University  
Cheryl Medearis, Sinte Gleska University  
Diane Sandhoff, Dakota Wesleyan University

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

President K Possehl called the meeting to order at 9:04 am on February 5, 2015.

**2. November 13-14, 2014 Board Meeting Minutes**

The November 13-14, 2014 Board Meeting minutes were approved in a unanimous voice vote.

**3. Agenda Approval**

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

**4. Financial Reports**

R Garrigan presented the Financial Report for FY 2015 and responded to Board questions. The Board moved to approve the financial reports in a unanimous voice vote.

**5. Reports**

A) Certified Nurse Aide (CNA) Annual Report-2014

S Orth presented the report and responded to Board questions.

B) Records Retention and Destruction Schedule-2015

E Matthies presented an update on the newly approved policy. She responded to Board questions.

C) Licensure and Operations Report

E Matthies reported on Licensure numbers and responded to Board questions.

D) 4<sup>th</sup> Quarter 2014 NCLEX

S Orth presented the report and responded to Board questions.

E) South Dakota State University (SDSU) Refresher Course Annual Report

S Orth presented the report prepared by the SDSU Refresher Course Program Assistant, Sandy Malone. She responded to Board questions. J Larson moved to accept the report, and grant continued approval to the program. Seconded by S Neuharth.

**6. Open Forum**

No one requested the opportunity to address the Board.

**7. Environmental Scan**

A) NCSBN Good Morning Members News Brief

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

B) ProPublica “How to Investigate Nurses”

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

C) NCSBN Policy Updates

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

D) NCSBN CEO Kathy Apple to Retire

G Damgaard shared that September 30, 2015 NCSBN CEO Kathy Apple will officially retire and D Berkland was selected by NCSBN to serve on the search committee for the new CEO.

E) Scholarship Thank You Notes

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

F) The 2015 Environmental Scan-NCSBN

G Damgaard shared the Journal of Nursing Regulation and environmental scan with the Board. She responded to Board questions.

**8. Unfinished Business**

A) Sinte Gleska University (SGU)  
Continuation of November Board  
Notice of Intent to Withdraw Approval

S Orth, along with guests Cheryl Medearis and Virginia Cozad, SGU, presented a progress report and responded to Board questions.

**MOTION**

J Larson moved that the South Dakota Board of Nursing continue probationary status and schedule for a site visit in the fall of 2015. Seconded by S Neuharth.

Bergeleen	Absent	Mohr	Yes	Oldenkamp	Absent
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	9 Yes	MOTION Carried

B) National American University (NAU)  
New Program Chair

S Orth shared information about the new Program Chair, Dr. Katherine Girard, and responded to Board questions. K Girard will assume the role in early March 2015.

C) Strategic Plan

G Damgaard went over changes to the Strategic Plan and answered Board questions.

D) Review of SDCL 36-9

G Damgaard reviewed SDCL 36-9 with the Board for potential red-tape revisions.

E) Nurse Licensure Compact Revision Update

G Damgaard shared the process to make changes to the Nurse Licensure Compact and highlighted the changes.

She reported that the changes will be approved at the NCSBN March Mid-year meeting. She responded to Board questions.

F) Western Dakota Technical (WDT)  
New Program Chair

S Orth presented the CV and plan of study for the new Program Chair for WDT, Sonja Love. She responded to Board questions.

G) Unlicensed Diabetes Aide (UDA) Exam  
Development and Administration

L Young presented a board policy outlining the test development process for Unlicensed Diabetes Aides.

**MOTION**

M Schmidt moved that the South Dakota Board of Nursing accept the UDA Registration and Training Policy as outlined. Seconded by D Berkland.

Bergeleen	Absent	Mohr	Yes	Oldenkamp	Yes
Berkland	Yes	Murphy	Yes	Possehl	Absent
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Absent	Neuharth	Yes	8 Yes	MOTION Carried

H) Update on Medication Administration Exam

S Orth updated the Board on the exam writing process and the next steps in the process to implement the exam. She responded to Board questions.

**9. New Business**

A) Policy for Board Approval of Expenditure of Funds

This was deferred until the April 16-17, 2015 meeting.

B) Pediatric Massage Communication

L Young shared communication regarding a question received about the scope of practice of a nurse to perform pediatric massage. A nurse with additional education, training, and competency may perform massage therapy but the nurse may not hold themselves out to be a licensed massage therapist unless the nurse is also registered by the SD Massage Therapy Board. She responded to Board questions.

C) Certified Nurse Practitioner (CNP)  
Collaborative Agreement Modification

L Young presented information about the request for a modification to a CNP's collaborative physician agreement to perform additional procedures.

**MOTION**

D Berkland moved that the South Dakota Board of Nursing approve the request for modification to the collaborative practice agreement for AMS to include: chest tube insertion, percutaneous tracheostomy,

central venous access and PEG tube insertion.  
Seconded by A Mohr.

Bergeleen	Absent	Mohr	Yes	Oldenkamp	Absent
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	9 Yes	MOTION Carried

D) Oglala Lakota College (OLC)  
Administration Change Nursing  
Program Director

S Orth reported on the changes to the OLC Program  
and the notification of Amy Hindman as Program Chair.  
She responded to Board questions.

E) Dakota Wesleyan University (DWU)  
BS Program Interim Status Report

Diane Sandhoff, representing DWU, presented the  
information about the DWU BS program request for  
interim status.

**MOTION**

S Neuharth moved that the South Dakota Board of  
Nursing approve interim status for DWU for the  
baccalaureate program. Seconded by N Nelson.

Bergeleen	Absent	Mohr	Yes	Oldenkamp	Absent
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	9 Yes	MOTION Carried

F) 2015 Legislative Update

G Damgaard updated the Board on bills of interest to  
nursing regulations that are making the legislative  
session. She responded to Board questions.

G) CNP Communication on Physical  
Examinations for Law Enforcement Officers

G Damgaard reported on a scope of practice question of  
CNP's authority to perform physicals on law  
enforcement officers. It was ascertained that it is  
within a CNPs' basic scope to perform these physicals.

H) Personnel

The Board moved to enter executive session, pursuant  
to SDCL§ 1-25-1(3) for the purpose of Personnel.

I) Executive Officer (EO) Succession  
Plan Update

G Damgaard presented a short term succession plan  
that would be implemented in the event that the  
Executive Officer is unable to perform the duties of the  
Office.

**MOTION**

S Neuharth moved that the South Dakota Board of  
Nursing adopt the short term succession plan and  
designated backup policy for the Executive Officer  
position to reflect the most senior nursing staff will be  
the designated backup. Seconded by C Callaghan.

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

J) Collaborative Agreement Revisions

L Young presented a newly revised Collaborative Agreement to simplify the process for the Nurse Practitioner.

**MOTION**

D Berkland moved that the South Dakota Board of Nursing authorize Board staff to work with the Board of Medicine staff related to simplifying the application process for Nurse Practitioners and Nurse Midwives (CNP's and CNM's) specifically the secondary collaborative physician document. Seconded by C Callaghan.

Bergeleen	Absent	Mohr	Yes	Oldenkamp	Absent
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	9 Yes	MOTION Carried

**10. Discipline**

A) January 2015 Discipline Committee Minutes and Consent Agenda

1. D.L.A.-Board Dismissal
2. S.M.B.-Grant Single-State RN License with Mandated HPAP
3. L.R.B.-Letter of Concern and Remediation
4. Nicholas John Beckler, R029287-Letter of Reprimand
6. Karmyn Brianna Gluhm, R041875-Request Voluntary Surrender; if not agreed upon, issue Summary Suspension
7. BobbyJo Galynn Hohn, R031117-Letter of Reprimand and Remediation
9. C.A.O.-Letter of Concern
10. A.E.R.-Request Voluntary Refrain until Remediation Certificates are Received; if not agreed upon, issue Summary Suspension
11. Meghan Sue Rosenbaum, R041615-Reinstate Single-State RN License
12. C.F.S.-Mandate HPAP

**MOTION**

N Nelson moved that the South Dakota Board of Nursing accept the approval of the Consent Agenda with the removal of #5 SLB and #8 SMM. Seconded by S Neuharth.

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

Larson	Yes	Neuharth	Yes	10 Yes	MOTION Carried
--------	-----	----------	-----	--------	----------------

Sharon Lydia Blais, P010439-F Miller presented background.

**MOTION**

M Schmidt moved that the South Dakota Board of Nursing issue Probation and Remediation. Seconded by N Nelson.

Bergeleen	Absent	Mohr	Yes	Oldenkamp	Absent
Berkland	Yes	Murphy	Yes	Possehl	Yes
Callaghan	Yes	Nelson	Yes	Schmidt	Yes
Larson	Yes	Neuharth	Yes	9 Yes	MOTION Carried

Stacey Marie Manthey, R041162-F Miller presented background.

**MOTION**

D Berkland moved that the South Dakota Board of Nursing reinstate single-state license with HPAP and probation including the following stipulations: completion of RN SDSU Didactic Refresher Course and employment in direct clinical and patient care roles only as approved by the SD Board of Nursing. Seconded by C Callaghan.

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

M.L.S.-R031191-F Miller presented background.

**MOTION**

D Berkland moved that the South Dakota Board of Nursing amend the order to remove "5 Year Mandate HPAP". Seconded by A Mohr.

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

L.L.H.-F Miller presented background.

**MOTION**

A Mohr moved that the South Dakota Board of Nursing issue a Letter of Concern with Remediation to Lori Lynn Hoffman. Seconded by J Larson.

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

T.R.-F Miller presented background.

**MOTION**

A Mohr moved that the South Dakota Board of Nursing issue a Letter of Concern for T.R. Seconded by J Larson.

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

Nichole Kristine Solomon, R033973-F Miller presented background.

**MOTION**

N Nelson moved that the South Dakota Board of Nursing, in response to the request of Nichole Solomon to amend the order that unless precluded by law, informal disposition may be made of any contested case by application, agreed settlement, consent order, or default be denied. A mandate to enroll in HPAP and participate in an evaluation by Dr. Nordren prior to being reviewed by the Board of Nursing for reinstatement. Seconded by C Callaghan.

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

**11. Board Development**-Deferred until April Board Meeting.

**12. Upcoming Events**

- South Dakota Nurses Association Nurses (SDNA) Day at the Legislature, February 9-10, 2015
- NCSBN Board of Directors, Washington, DC, February 11-13, 2015
- NCSBN CORE Committee, February 19-20,2015
- Nursing Student Association of South Dakota State Convention, Mitchell, SD, February 27-28, 2015

- Nurse Licensure Compact Administrators (NLCA) Face to Face Meeting, March 15, 2015
- NCSBN Midyear Meeting; Louisville, KY, March 16-18, 2015
- NCSBN 2015 APRN Roundtable; Chicago, April 15, 2015
- Center for Nursing Workforce Governance Council Meeting; April 23, 2015

**MOTION**

D Berkland moved that the South Dakota Board of Nursing approve travel for the following:

1. NCSBN Midyear Meeting; Louisville, KY, March 16-18, 2015, travel up to 5
2. NCSBN 2015 APRN Roundtable; Chicago, IL, April 15, 2015, travel for 1
3. Headmaster-Nurse Aide Exam, Helena, MT, June 24-27, 2015, travel for 1
4. North Dakota Board 100<sup>th</sup> Anniversary, Bismarck, ND, May 21, 2015, travel for 1

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

**Meeting adjourned at 1:19pm, February 6, 2015.**