

**Health Professionals Assistance Program  
Program Service Committee  
Thursday January 19, 2017 12:00 PM (CST)/11:00 AM (MST)**

1. **Pierre - Public DDN site:** CAP A, 500 E. Capitol Ave., Room B12, Pierre, SD 57501
2. **Board Conference Room:** 101 N. Main Ave., Suite 215, Sioux Falls, SD 57104

Approved Minutes:

Thursday, January 19, 2017 12:00 – 2:00 PM (CST)

Program Service Committee Members:

Present: Gloria Damgaard, RN, MS; Margaret Hansen, PA-C, MPAS; Brittany Novotny, JD, MBA; Kari Shanard-Koenders R. Ph.

Participating Boards Staff:

Present: Tyler Klatt, Misty Rallis, Francie Miller

Counsel:

Present: Assistant AG William Golden (Medical and Osteopathic Examiners)

Program Personnel:

Amanda McKnelly (Midwest Health Management Services, LLC.), Maria Piacentino (Midwest Health Management Services, LLC.)

The meeting was called to order at 12:00 PM and a quorum was established.

A motion to approve the agenda was ratified (Shanard-Koenders, Hansen/Unanimous).

A motion to approve the minutes with the amendment of: *“Gloria Damgaard requested to meet with the program personnel, Midwest Health Management Services, LLC. to review their budget”* was ratified (Hansen/Novotny/Unanimous).

Discussion was held regarding Program processes, confidentiality and Program Personnel finances.

A motion to request a rule be drafted that fully addresses the issue of confidentiality related to participant records as well as other rules was ratified (Novotny/Shanard-Koenders/Unanimous).

Executive session pursuant to SDCL 1-25-2 (3) to consult with legal counsel (Hansen/Novotny/Unanimous) was entered at 1:22 pm and the public meeting resumed at 2:11 pm.

The committee determined the next scheduled program service committee meeting to be January 31, 2017 at a time to be determined by Gloria Damgaard who then called the meeting adjourned at approximately 2:15 pm.