

**Meeting Minutes**  
**SOUTH DAKOTA BOARD OF CERTIFIED PROFESSIONAL MIDWIVES**

Best Western Ramkota Plus, Conference Room 2  
3200 West Maple, Sioux Falls, SD  
October 12, 2017 9:30 a.m. CDT

Susan Sporrer called the meeting to order at 9:30 am. A quorum was present.

**Members of the Board in Attendance:** Autumn Cavender-Wilson, Dr. Kimberlee McKay, Debbie Pease, Susan Rooks, and Pat Schwaiger.

**DOH Staff Present:** Susan Sporrer and Ashley Tanner

Pease made a motion to approve the agenda. Schwaiger seconded the motion. **MOTION PASSED.**

Rooks made a motion to nominate Debbie Pease as board president. Cavender-Wilson seconded. **MOTION PASSED**

Rooks made a motion to nominate Pat Schwaiger as board vice president. Cavender-Wilson seconded. **MOTION PASSED**

Rooks made a motion to nominate Autumn Cavender-Wilson as board secretary. Schwaiger seconded. **MOTION PASSED**

There were no public comments.

Pease noted a correction to the minutes of the August 25, 2017 meeting to add McKay to the vote for adjournment. Schwaiger moved to approved the August 25, 2017 minutes as corrected. Rooks seconded the motion. **MOTION PASSED**

Susan Sporrer provided information on New Board Member Orientation including an overview of the Department of Health, licensing board vs. association role, roles and responsibilities of board members and executive secretary, state processes (e.g., reimbursement, travel vouchers, legislative/rules process, etc.), board meetings, and open meetings.

The board developed the following mission statement, "The mission of the Board of Certified Professional Midwives is to ensure the health, welfare, and safety of clients seeking out-of-hospital midwifery care via licensure of qualified practitioners, enforcement of updated statutes and rules, and expeditious and fair processing of complaints against licensees." Schwaiger moved to adopt the mission statement. Cavender-Wilson seconded. **MOTION PASSED**

The board began reviewing draft administrative rules related to licenses and fees and disciplinary action. Fees will be set at the maximum permitted by statute for all license types. A renewal date will be established once an executive secretary has been hired. Items to be developed for review at future meetings include administrative rules for scope of practice for CPMs and risk assessment as well as forms related to the license application/renewal packet, birth reporting, informed consent, preceptor-student midwife agreements, and hospital transfer reporting. States specifically referenced to look at for examples were Alaska, California, Minnesota, Montana, and Washington.

The next board meeting will be Thursday, December 14, 2017 from 9:30 a.m. to 3 p.m. central time in Sioux Falls. The meeting will include a first review of draft rules for scope of practice for CPMs and CPM students.

Rooks made a motion to adjourn. Cavender-Wilson seconded the motion. **MOTION PASSED.**

The meeting adjourned at 2:54 p.m.

Respectfully Submitted,

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Autumn Cavender-Wilson, Secretary

DRAFT