



SOUTH DAKOTA BOARD OF NURSING

Unapproved Draft Minutes¹

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

February 13, 2020 9:00 AM CST

Board Members		Board Staff Present	
Darlene Bergeleen, RN	Present	Gloria Damgaard, RN	Executive Director
Carla Borchardt, RN	Present	Glenna Burg, RN	Nursing Education Specialist
Rebekah Craddock, Public Member	Present	Erin Matthies	Licensure Operations Manager
Kristin Gabriel, Public Member	Present - Telephonic	Francie Miller, RN	Nursing Program Specialist
Deborah Letcher, RN, Secretary	Present	Tessa Stob, RN	Nursing Program Specialist
Christi McArthur, RN	Present - Telephonic	Jill Vanderbush	Licensure Specialist
Nancy Nelson, RN, President	Present	Linda Young, RN	Nursing Program Specialist
Sharon Neuharth, LPN	Excused		
Robin PetersonLund, RN, APRN	Present - Telephonic		
Mary Schmidt, LPN, Vice President	Present		
Lois Tschetter, RN	Present		
Guests: February 13, 2020			
Stacy Eden		Dakota Wesleyan University	
Patty Foley - Telephonic		Lake Area Technical Institute	

1. Call to Order and Roll Call - President N Nelson called the meeting to order at 9:23AM on February 13, 2020.

2. Board of Nursing Minutes

Board Action: C Borchardt moved to approve the November 14, 2019 Board Meeting minutes, seconded by M Schmidt. The minutes were approved in a unanimous voice vote.

3. Agenda Approval

Board Action: C Borchardt moved to approve the agenda, seconded by L Tschetter. The agenda was approved in a unanimous voice vote.

4. Financial Reports – E Matthies presented the 2020 Financial Report from July 2019-January 2020.

Board Action: D Letcher moved that the South Dakota Board of Nursing approve the Financial Report for FY2020 (July 2019-January 2020) as discussed and presented, seconded by L Tschetter.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchardt	Yes	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total	10 Motion Carried

5. Reports

A) Licensure and Operations Report - E Matthies presented the February 2020 South Dakota Board of Nursing's licensure and operations report. As of February, there were: 18,600 actively licensed Registered Nurses (RN), 2,650 Licensed Practical Nurses (LPN), 36 certified Nurse Midwives (CNM), 1,253 CNPs, 62 Clinical Nurse Specialists (CNS), and 570 Certified Registered Nurse Anesthetists (CRNA). Unlicensed as of February were: Unlicensed Certified Nursing Aides (CNA) 10,423, Unlicensed Medication Aides (UMA) 5,555, Unlicensed Diabetic Technicians (UDT), 73 and Unlicensed Diabetes's Aides (UDA), 182.

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B) Center for Nursing Workforce (CNW) – L Young provided a report. Both the EMBE Leadership Program and the SD Health Care Association’s Leadership Programs filled available seats.

C) Nurse Licensure Compact (NLC) Update – G Damgaard presented the NLC Biannual report. Discussion included 34 states have enacted the NLC. It was reported that there is pending legislation in 9 more state and territories. E Matthies has been appointed as Vice Chair to the Training and Education Committee for NLC.

D) 2019 Unlicensed Assistive Personnel (UAP) Report – T Stob presented the 2019 South Dakota Board of Nursing’s UAPs in South Dakota. Reported are 10,382 registered certified nurse aides (CNA), 65 unlicensed dialysis technicians (UDT), 5,602 unlicensed medication aides (UMA), and 171 unlicensed diabetes aide’s (UDA). Additionally, there are 111 approved CNA training programs, 244 approved UMA programs, and 7 approved UDT training programs.

Stob provided an update on the review of the UMA Exam. L Young, G Burg, and Stob convened a panel of experts, RNs who teach and utilize UMAs in their practice settings, to review the UMA exams and to write new questions. New questions developed will be included on the UMA exam in 2020 as pre-test questions that are not counted in a passing score. The panel also reviewed the percent, or weight, of exam questions in each exam content area; consensus of the panel was to leave the weighting unchanged. The panel reviewed test-takers passing scores; following review, no change to the passing score was recommended.

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) Thank You Notes** – provided for informational purposes.
- C) Gallup Poll Article** – provided for informational purposes.
- D) Certified Professional Midwives Article** – provided for informational purposes.

8. Unfinished Business

A) Strategic Plan – G Damgaard asked that the Strategic Plan be formally adopted with updated dates.
Board Action: L Tschetter moved that the South Dakota Board of Nursing adopt the FY2020-2022 Strategic Plan as distributed. Seconded by D Bergeleen.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchardt	Yes	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Abstain	S Neuharth	Absent	Total 9	Motion Carried

B) BON Logo – L Young presented the newly completed logo. The Board was happy with the new design.

9. New Business

A) Legislation: i. SB 23, ii. SB 50, iii. HB 1013, iv. HB 1048, v. HB 1276 – G Damgaard updated the Board on the Bills from the 2020 Legislative Session that would pertain to the South Dakota Board of Nursing and updated the Board on her role on each Bill. She responded to Board questions.

B) CNM Out-of-Hospital Birth Report – L Young presented the 2019 annual report on out of hospitals births. Six CNMs signed the Board of Nursing’s OOH Practice Guidelines to perform OOH births. Five actively attended OOH Births in South Dakota. In 2019 a total of 42 women requested an OOH birth, 36 women delivered in an OOH setting; four were referred to another provider for a hospital birth and two were transported during labor to a hospital.

C) Commission for Nursing Education Accreditation Letter and Article - G Burg presented a letter from the US Department of Education to the Commission for Nursing Education Accreditation (CNEA) regarding issues related to their approval status as an accrediting body. An article from the Chronical of Higher Education related to this issue was also shared for informational purposes. Oglala Lakota College is the only program

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that may be impacted since they have applied for accreditation through CNEA.

D) Dakota Wesleyan University LPN to BSN (Mitchell) – G Burg presented the Board with a letter from Dakota Wesleyan University stating they have placed the LPN to BSN program at the Mitchell site on hold due to a lack of students.

E) Dakota Wesleyan University Request for Full Approval – G Burg presented the request from the Nursing Department at Dakota Wesleyan University for full approval status for their BSN program after achieving pass rates of over 75% for two measuring periods.

Board Action: L Tschetter moved that the South Dakota Board of Nursing grant full approval status to the Dakota Wesleyan BSN program, both generic BSN and LPN to BSN option. Seconded by D Letcher.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchartd	Yes	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 10	Motion Carried

F) Presentation College Fairmont, MN Closure- G Burg presented Presentation College’s Fairmont, MN closure plan that had been submitted to the MN Board of Nursing. The teach out plan includes transition of students into the South Dakota based Presentation College Virtual program.

G) 2019 South Dakota State University Refresher Courses Report- G Burg presented South Dakota State University’s 2019 refresher course annual report and request for continued approval for 2020.

Board Action: D Letcher moved that the South Dakota Board of Nursing accept South Dakota State University’s 2019 Annual Report of the RN and LPN Refresher Course with granted continued approval for 2020. Seconded by M Schmidt.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchartd	Absent	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 9	Motion Carried

H) Western Dakota Technical Institute PN and RN ACEN Candidacy Status - G Burg informed the Board of WDT’s notification of PN and RN candidacy for ACEN accreditation.

I) University of South Dakota Chair Appointment - G Burg informed the Board that Anne Pithan, DNP, RN, CMSRN, CNE has assumed the role of Chair of the Nursing Department at the University of South Dakota effective December 22, 2019.

J) University of South Dakota Pierre Site Inactivation - G Burg presented the notification received from the University of South Dakota Nursing Department regarding the closure of the BSN program in Pierre. Students will be taught out through May 2021.

Board Action: D Letcher moved that the South Dakota Board of Nursing approve the University of South Dakota’s Voluntary closure plan for the BSN program located in Pierre, SD. Seconded by M Schmidt.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchartd	Yes	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 10	Motion Carried

K) Lake Area Technical Institute Pierre Reorganization - G Burg presented the request from LATI for approval to reorganize the LPN and AD RN programs with an additional site in Pierre, SD. Nursing Director Patty Foley was present by phone to answer Board questions

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Board Action: D Letcher moved that the South Dakota Board of Nursing approve Lake Area Technical Institute’s Reorganization of their LPN and RN programs with the addition of a new site in Pierre, SD as presented. Seconded by M Schmidt.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchardt	Yes	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 10	Motion Carried

L) Final NCLEX Pass Rates- G Burg presented the final 2019 NCLEX pass rate report to the Board of Nursing for informational purposes.

M) Executive Session, pursuant to SDCL§ 1-25-2 (4) preparing for contract negotiations.

Board Action: C Borchardt moved that the South Dakota Board of Nursing move into executive session pursuant SDCL§ 1-25-2 (4). Seconded by L Tschetter.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchardt	Yes	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 10	Motion Carried

Board Action: D Bergeleen moved that the South Dakota Board of Nursing accept the retirement of Gloria Damgaard, South Dakota Board of Nursing Executive Director, effective April 23, 2020. Seconded by L Tschetter.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchardt	Yes	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 10	Motion Carried

Board Action: C Borchardt moved that the South Dakota Board of Nursing enter into a consulting contract with Gloria Damgaard for Executive Director transition. Seconded by M Schmidt.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchardt	Yes	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 10	Motion Carried

N) Year of the Nurse Discussion – L Young lead the discussion with Board members on ideas for recognizing the Year of the Nurse. In honor of Florence Nightengale’s 200th birthday, the World Health Assembly designated 2020 as the International Year of the Nurse and the Midwife. Young will organize a meeting of interested members to further plans.

O) BON EO Succession Plan Documents – for informational purposes.

P) HPAP Discussion-G Damgaard updated the Board on SDBMOE Board’s vote to rejoin HPAP. A meeting will take place to discuss SDBMOE’s transition back to HPAP.

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10. Compliance

A) Compliance Committee Recommendation - F Miller submitted the recommendations from the compliance committee as identified in the following table. (the acronym "HPAP": as used below represents "Health Professionals Assistance Program").

Letter of Concern with Remediation:
1. T.W.
Settlement Offer – Agreed Upon Disposition for Mandated HPAP, Stayed Suspension, and Waiver of Hearing:
1. Candice Dykema – R027848
2. Christy Carmody – R032567
3. Hunter Bourne – R049138
4. Tandy Walker – P012277
5. Lynn Ward – R022666, CP000494
Settlement Offer – Letter of Reprimand:
1. Calley Schuyler – R029335
2. Terra Larsen – R040672
Settlement Offer – Letter of Reprimand with Remediation:
1. Brandon Brist – P012039
Suspension of Privilege to Practice:
Heidi Bandt – AZ RN113660
Accept Voluntary Surrender:
1. Natalie Angle – R035405
2. Sabrena Seaton – P009826
3. Heidie Kraig – R037604

Board Action: L Tschetter moved that the South Dakota Board of Nursing accept the recommendations of the Compliance review panel as presented and outlined in the Compliance Consent Agenda for licensed individuals, seconded by R Craddock.

D Bergeleen	Recuse	D Letcher	Yes	R PetersonLund	Yes
C Borchartd	Absent	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 8	Motion Carried

Unlicensed Assistive Personnel	
May Register When All Registration Requirements are Met:	
1. T.D.	
2. B.D.	
3. L.E.	
4. K.S.	
5. A.R.	
Grant Renewal of Registration:	
1. L.K.	
2. N.N.	
3. A.P.	
4. D.B.	
Letter of Reprimand with Remediation:	

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1. Tenessa Carr – M005310
Letter of Reprimand:
1. Heidi Polreis – M000477

Board Action: L Tschetter moved that the South Dakota Board of Nursing accept the recommendations of the Compliance review panel as presented and outlined in the Compliance Consent Agenda for Unlicensed Assistive Personnel. Seconded by M Schmidt.

D Bergeleen	Recuse	D Letcher	Yes	R PetersonLund	Yes
C Borchardt	Absent	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 8	Motion Carried

B) Additional Compliance for Board Review

- 1) Valerie Arens, SD R041585. F Miller presented background.
- 2) Katherine Miller, SD R032418. F Miller presented background.
- 3) Natalie Pray, SD R031294. F Miller presented background.

Board Action: L Tschetter moved that the South Dakota Board of Nursing close the Probation of Valerie Arens, R041585. Seconded by M Schmidt.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchardt	Absent	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 9	Motion Carried

Board Action: L Tschetter moved that the South Dakota Board of Nursing grant single-state licensure to Katherine Miller, R032418 with mandated participation in HPAP. Seconded by D Bergeleen.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchardt	Absent	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 9	Motion Carried

Board Action: L Tschetter moved that the South Dakota Board of Nursing Summarily Suspend the license of Natalie Pray, R031294. Seconded by M Schmidt.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchardt	Absent	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total 9	Motion Carried

11. Board Member Development

A) Presentation on the Future of Nursing Regulation presented to The Citizens Advocacy Center 2019 Annual Meeting-G Damgaard shared her presentation that she presented to the Citizens Advocacy Center’s Annual Meeting in Washington, DC.

12. Upcoming Events

Board Action: M Schmidt moved that the South Dakota Board of Nursing approve the following travel requests:

- NCSBN NLC Training, February 20-21, 2020 Nashville, TN
- NCSBN Mid-Year Meeting, March 3-5, 2020 Boston, MA
- NCSBN APRN Round Table, April 7, 2020; Chicago, IL

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NCSBN IT/Operations Conference, May 12-13, 2020; Cleveland, OH – Up to 2
 NCSBN EO Summit, June 23-24, 2020; Newport Beach, CA – Up to 2
 NCSBN Annual Meeting, August 12-14, 2020; Chicago, IL – Up to 6 (New EO and Consultant)
 NCSBN Case Management Conference, June 2020, North Carolina – Up to 2
 Seconded by L Tschetter.

D Bergeleen	Yes	D Letcher	Yes	R PetersonLund	Yes
C Borchardt	Absent	C McArthur	Yes	M Schmidt	Yes
R Craddock	Yes	N Nelson	Yes	L Tschetter	Yes
K Gabriel	Yes	S Neuharth	Absent	Total	9 Motion Carried

13. Staff and Board Member Activities

L Young - National Forum of State Nursing Workforce Centers Meeting, Dec. 3-4, 2019; Las Vegas, NV
 G Damgaard – NCSBN ICRS Advisory Panel, Dec. 5, 2019; Chicago, IL
 G Damgaard, E Matthies - Citizens Advocacy Center Annual Meeting, Dec. 10-11, 2019; Washington DC
 L Young – NCSBN Model Acts and Rules Committee, Dec 11-12, 2019; Chicago, IL
 L Young – DWU RN Student Presentation, Jan. 8, 2020, Mitchell, SD
 G Burg, A Vis – SDSU Nursing Career Fair, Jan. 17, 2020; Brookings, SD
 L Young, G Burg - CCNE Community Luncheon, Mount Marty College, Jan. 30, 2020; Yankton, SD
 L Young, G Burg – SDSU Student Presentation, Jan. 31, 2020; Brookings, SD
 L Young – SDSU NP Student Presentation, Feb. 4, 2020; Rapid City (Zoom)
 G Burg, A Vis – USF Student Presentation, Feb. 10, 2020; Sioux Falls, SD
 G Damgaard, L Young – Nurses Day at the Legislature, Feb. 10 & 11; Pierre, SD

Meeting adjourned at 3:32PM on Thursday, February 2020.

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