



SOUTH DAKOTA BOARD OF NURSING

Unapproved Draft Minutes¹

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

April 16, 2020 9:00 AM CST

Board Members		Board Staff Present	
Darlene Bergeleen, RN	Present	Gloria Damgaard, RN	Executive Director
Carla Borchardt, RN	Present	Abbey Bruner	Senior Secretary
Rebekah Craddock, Public Member	Present	Glenna Burg, RN	Nursing Education Specialist
Kristin Gabriel, Public Member	Present	Erin Matthies	Licensure Operations Manager
Christi Keffeler, RN, LPN Educator	Present	Francie Miller, RN	Nursing Program Specialist
Deborah Letcher, RN, Secretary	Present	Tessa Stob, RN	Nursing Program Specialist
Nancy Nelson, RN, President	Present	Linda Young, RN	Nursing Program Specialist
Sharon Neuharth, LPN	Present	Shelly Munson	Board Attorney
Robin PetersonLund, RN, APRN	Present		
Mary Schmidt, LPN, Vice President	Present		
Lois Tschetter, RN	Present		

Guests: April 16, 2020

Laura Dunn, Sinte Gleska
Deanne Eastman Jansen, Sinte Gleska
Carena Jarding, Mitchell Technical Institute

1. Call to Order and Roll Call - President N Nelson called the meeting to order at 9:02 AM on Thursday, April 16, 2020.

2. Board of Nursing Minutes

Board Action: C Borchardt moved to approve the February 13, 2020 Board Meeting minutes, seconded by S Neuharth.

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

3. Agenda Approval

Board Action: D Letcher moved to approve the April 16, 2020 agenda, with the addition of Executive Session, pursuant to SDCL§1-25-2 (1)(3) for the purpose of personnel and consulting with legal counsel, seconded by S Neuharth.

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

4. Financial Reports – E Matthies presented the Financial Report for March 2020, G Damgaard highlighted the state of the Boards investment account.

Board Action: R PetersonLund moved that the South Dakota Board of Nursing approve the Financial Report for March 2020 as discussed and presented, seconded by D Letcher.

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	YES	C Keffeler	YES	S Neuharth	YES	L Tschetter	YES
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 11	Motion Carried

5. Reports

A) Operations Update – G Damgaard spoke on the Executive Orders issued by Governor Noem. Pursuant to Executive Order 2020-12 our office staff will be working from home through Sunday, May 31, 2020. E Matthies added that the transition for office staff to work at home went smoothly. Remote access from the State was efficiently requested and received. Licensure operations are running business as usual; we are just doing it from home.

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B) NCSBN Mid-Year Update – G Damgaard, L Young and N Nelson attended the Mid-Year meetings held in Boston, MA March 2-5, 2020. G Damgaard offered an overview of the following:

- **Nurse Licensure Compact (NLC) Commissioners:** sessions on governance and business were held, including promulgation of rules for the compact. The proposed rules are noticed on the Board’s website. Voting on the acceptance of the new rules will occur after May 12 following the public comment period. Included in the proposed rules: active duty service members and/or spouses retaining a primary state of residence, dispute resolution, and compliance self-audit on the compact for states to audit their own programs.
- **Mid-Year Meeting:** included content on risk management, including financial, human capital, our reputation of a board (public confidence). North Carolina Board of Nursing’s complaint evaluation tool was presented. A review of proposed changes to the APRN compact were presented. The current APRN compact language has only been legislatively adopted by Idaho, Wyoming, and North Dakota. Most states have not been able to pass the current APRN compact due to a need to include transition to practice hours; 17 states have a requirement in statute for transition to practice hours. The proposed new APRN compact language includes 2080 hours. In addition, new language is proposed to reduce from the number of states needed to adopt the compact from 10 to 7 states before APRN compact can be enacted. G Damgaard and L Young will review details of proposed language and submit comments to NCSBN. Other discussion at the meeting included proposed revisions to NCSBN’s Model Act and Rules. G Damgaard and L Young will conduct an in-depth review of the proposed changes and send comments to NCSBN. Proposed changes to the APRN compact and the Model Act will be voted on by members of NCSBN at their August 2020 Delegate Assembly meeting.

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

- i. **NCLEX** – G Damgaard presented information on an Educators webinar on April 8th, G Burg also attended. Due to the COVID -19 pandemic Pearson VUE closed testing centers for a period of time and is slowly reopening them following CDC guidelines; 150 centers are currently open. In response pandemic situation the NCLEX-RN exam was shortened from 6 to 4 hours, the NCLEX-PN exam was shortened from 5 to 4 hours, and the Next Generation questions were removed from the RN exam. These modifications will remain in effect until at July 4, 2020. Accommodation requests have been delayed as well due to pandemic.
- ii. **Meetings** – G Damgaard informed the Board that due to the pandemic NCSBN meetings have been cancelled, rescheduled, or held electronically.
- iii. **Policy Brief** – G Damgaard informed the Board of the Veterans Administration (VA) initial intent to employ nursing students during the pandemic. However, due to no urgency, the VA hired the nursing students as technicians.

B) LittleThings Article – An NCSBN promotional article on APRN practice was provided for informational purposes. A South Dakota nurse midwife, Susan Rooks, was featured.

8. Unfinished Business – None at this time

9. New Business

A) Mitchell Technical Institute (MTI) Request for Full Approval Status – PN Program – G Burg presented background and documents to the Board. C Jarding with MTI was present to answer questions from the Board.

Board Action: L Tschetter moved that the South Dakota Board of Nursing grant full approval status for PN program at Mitchell Technical Institute. Seconded by S Neuharth.

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	YES	C Keffeler	YES	S Neuharth	YES	L Tschetter	YES
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 11	Motion Carried

B) Mitchell Technical Institute Request for Pre-requisite Status -RN to LPN Program – G Burg presented background and documents to the Board. C Jarding with MTI was present to answer questions from the Board.

Board Action: R PetersonLund moved that the South Dakota Board of Nursing grant pre-requisite status for Mitchell Technical Institute for LPN to RN program. Seconded by M Schmidt.

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	YES	C Keffeler	YES	S Neuharth	YES	L Tschetter	YES
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 11	Motion Carried

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C) Nursing Program Curriculum Updates Related to COVID-19 Pandemic – G Burg briefed the Board on emergency plans presented by state approved nursing schools in response to the pandemic. Nursing educators expressed challenges relating to student’s inability to complete clinical experiences because facilities cannot allow them to enter the facilities in an effort to minimize risk of spreading Covid-19. Many schools are using simulation and online teaching strategies. G Burg provided the Board with the Curriculum updates.

Board Action: C Borchardt moved that the South Dakota Board of Nursing approve Nursing Education program plans didactic and clinical delivery related to COVID-19 pandemic.

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	YES	C Keffeler	YES	S Neuharth	YES	L Tschetter	YES
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 11	Motion Carried

D) Yankton Medical Clinic Clinical Enrichment Program Request – G Burg presented the request to the Board.

Board Action: L Tschetter moved that the South Dakota Board of Nursing approve the Yankton Medical Clinic – Clinical Enrichment Program. Seconded by S Neuharth.

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	YES	C Keffeler	YES	S Neuharth	YES	L Tschetter	YES
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 11	Motion Carried

E) South Dakota State University (SDSU) RN & LPN Refresher Course Clinical Request – G Burg presented the request to the Board.

Board Action: D Letcher moved that the South Dakota Board of Nursing approve SDSUs request to replace 80 hours of direct care clinic with 80 hours of simulation in response to COVID-19 pandemic. Seconded by M Schmidt.

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	YES	C Keffeler	YES	S Neuharth	YES	L Tschetter	YES
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 11	Motion Carried

F) Practice Update – L Young offered information about Nursing practice. Employers and nurses are encouraged to use the Board’s previously approved scope of practice decisioning algorithms located on the Board’s website.

G) Executive Session, pursuant to SDCL§1-25-2 (1)(3) for the purpose of personnel and consulting with legal counsel

Board Action: K Gabriel moved to enter Executive Session, seconded by D Bergeleen, motion passed in a unanimous voice vote.

Board exited Executive Session at 12:25 pm and executed the following motions.

Board Action: R Craddock moved that the South Dakota Board of Nursing accept the recommendation of the Executive Officer interview team for the Executive Director position. Seconded by S Neuharth.

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	YES	C Keffeler	YES	S Neuharth	YES	L Tschetter	YES
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 11	Motion Carried

Board Action: D Letcher moved that the South Dakota Board of Nursing approve a temporary hire position for Gloria Damgaard. Seconded by R PetersonLund.

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	YES	C Keffeler	YES	S Neuharth	YES	L Tschetter	YES
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 11	Motion Carried

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10. Compliance

A) Compliance Committee Recommendation Licensed - 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”).

Compliance Committee Consent Agenda - Licensed

April 16, 2020

Licensed	
Settlement Offer – Letter of Concern:	Settlement Offer – Letter of Reprimand:
C.G.	Jenna Iverson – P011217
	Carol Bicknese – R041920
Accept Voluntary Surrender:	Patricia Brinkley – R029638
Natalie Pray – R031294	
Alissa Voorhees – R046511	Settlement Offer - Probation:
Stacy Nicolai – R042152	Nichole Solomon – R033973

Board Action: D Bergeleen moved that the South Dakota Board of Nursing accept the recommendations of the Compliance Review Committee as presented and outlined in the Compliance Review Committee recommendations document of licensed nurses. Seconded by D Letcher.

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	YES	C Keffeler	YES	S Neuharth	YES	L Tschetter	YES
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 11 Motion Carried	

B) Compliance Committee Recommendation Licensed – T Stob submitted the recommendations from the compliance committee as identified in the following table. (the acronym “HPAP”: as used below represents “Health Professionals Assistance Program”).

Compliance Committee Consent Agenda – Unlicensed Assistive Personnel

April 16, 2020

Unlicensed Assistive Personnel	
May Register when all registration requirements are met:	Grant Renewal of Registration:
L.B. – T.J. – T.N. – H.S.	L.M. – E.D. – V.M.
	Accept Voluntary Surrender:
	Patricia Royer

Board Action: D Bergeleen moved that the South Dakota Board of Nursing accept the recommendations of the Compliance Review Committee as presented and outlined in the Compliance Review Committee recommendations document of licensed nurses. Seconded by S Neuharth.

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	Recuse	C Keffeler	YES	S Neuharth	YES	L Tschetter	Recuse
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 9 Motion Carried	

C) Additional Compliance for Board Review

F Miller presented background on Bailey Cummings; SD R047467

Board Action: C Borchardt moved that the South Dakota Board of Nursing close probation and continue mandated SD HPAP for Bailey Cummings; SD R047467. Seconded by D Letcher.

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	YES	C Keffeler	YES	S Neuharth	YES	L Tschetter	YES
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 11 Motion Carried	

F Miller presented background on Tina Ditmar, SD R035883

Board Action: D Letcher moved that the South Dakota Board of Nursing accept the Voluntary Surrender of Tina Ditmar, SD R035883

D Bergeleen	YES	K Gabriel	YES	N Nelson	YES	M Schmidt	YES
C Borchardt	YES	C Keffeler	YES	S Neuharth	YES	L Tschetter	YES
R Craddock	YES	D Letcher	YES	R PetersonLund	YES	Total 11 Motion Carried	

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11. Board Member Development – None at this time

12. Upcoming Events

NCSBN Case Management Conference – June 1-3, 2020 CANCELLED

NCSBN EO Summit – June 23-24, 2020 – Making alternative plans

NCSBN Annual Meeting – August 12-14, 2020; Chicago, IL – Making alternative plans

13. Staff and Board Member Activities

NCSBN NLC Training, February 20-21, 2020; Nashville, TN

NCSBN Mid-Year Meeting, March 3-5, 2020; Boston, MA

Meeting adjourned at 12:35 pm Thursday, April 16, 2020.

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