



Meeting Minutes – *Unapproved Draft; Pursuant to SDCL 1-27-1.17*

February 6, 2024

Physical location: 4305 S Louise Ave, Suite 201 Sioux Falls, SD

Online Location: <https://state-sd.zoom.us/j/97872470511?pwd=SVBNZmJoZ0hOMIM2RnBKQ213MERiQT09>

All motions taken by roll call, unless otherwise stated.

1. **Call to Order:** President Carla Borchardt called the meeting to order at 9:00 A.M. Central.

Roll Call: Board Members Present via Teams/Teleconference: Carla Borchardt, Deborah Bowar, Denise Buchholz, Rebekah Cradduck, Kristin Gabriel, Nathan Hinker, Christi Keffeler, Lori Koenecke, Lois Tschetter, Jenna VandenBos.

Others Present: via Teams/Teleconference

Board Staff : Linda Young, Glenna Burg, Erin Matthies, Francie Miller, Lindsay Olson.

Legal Counsel: Megan Borchert, General Counsel to the Board.

Guests: Shaye Krcil, Madelyn Liudahl, Danielle Ham, Andrea Rutstein, Jackson Henry.

2. **Agenda Approval:** Motion by Keffeler to approve the February 6, 2024, agenda. Second by Tschetter. Motion carried.

Borchardt	Yes	Cradduck	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

3. **Open Forum:** Borchardt provided the opportunity for guests to address the Board, no one requested to do so.

4. **Approval of Minutes:** Motion by Gabriel to approve the minutes of November 16, 2023, and December 7, 2023. Second by Bowar. Motion carried.

Borchardt	Yes	Cradduck	Abstain	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 9	

5. **Executive Session:** Motion by Tschetter to move into Executive Session at 11:35 A.M., pursuant to SDCL 1-25-2(3) and SDCL 19-19-502, for purpose of consulting with legal counsel. Second by Gabriel. Motion carried.

Borchardt	Yes	Cradduck	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

The Board went into Executive Session at 11:35 A.M. The board moved out of Executive Session at 12:08 P.M.

6. **Health Professionals Assistance Program (HPAP) Quarterly Report:** Young presented the SDBON HPAP Quarterly Report; 74 participants were enrolled in December 2023 for monitoring of substance use or mental health related issues. In 2023, the average enrollment was 79; 39 participants were discharged, 30 (77%) were discharged successfully.

7. **Compliance:**

a. **Formal Hearings:** No formal hearing were held.

b. **Compliance Committee Recommendations – Licensed:** Miller submitted the following recommendations from the Compliance Committee:

- Settlement Offer – Mandated Participation in HPAP: Case #1 AG; Case #2 TE; Case #3 CD;
- Settlement Offer – Mandated Participation in HPAP and Stayed Suspension: Case #1 Angela Jennings, SD R029356; Case #2 Michael Larson, SD R041056;
- Settlement Offer – Voluntary Surrender: Case #1 Josh Smith, SD R045039 & CR000872; Case #2 Tina Bye, SD P010798;
- Settlement Offer – Letter of Concern: Case #1 MG; Case #2 TS; Case #3 DB; Case #4 CH; Case #5 MW; Case #6 JJ; Case #7 SL; Case # 8 ZT;
- Settlement Offer – Letter of Reprimand: Case #1 Jamie Lascelles, SD R047284 & CP002190; Case #2 Cynthia Genzler, SD R047136; Case #3 Bailey Ode, SD P013710;
- Settlement Offer – Letter of Reprimand on Privilege to Practice: Case #1 Tammy Cottrell, OH RN390494; Case #2 Carisa Addink, IA RN095959;
- Settlement Offer – Close Probation: Case #1 Florence Burton, SD R049857;
- Settlement Offer – Reinstatement with Refresher Course: Case #1 Marla Huston, SD P009114.

Motion by Tschetter to accept the recommendations of the Compliance Committee as presented and outlined in the Compliance Committee Recommendations document of licensed nurses. Second by Keffeler. Motion carried.

Borchardt	Yes	Cradduck	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Recuse	Hinker	Recuse	Tschetter	Yes	Yes Votes: 8	

- a. Dismissal Reporting – Licensed: Miller presented a report of Investigative Dismissals, pursuant to SDCL 36-1C-4.
- b. Compliance Committee Recommendations – Registrants: Miller submitted the following recommendations from the Compliance Committee:
 - Settlement Offer – Letter of Reprimand: Case #1 Katrina Moerke, SD M009975.

Motion by Gabriel to accept the recommendation of the Compliance Committee as presented and outlined in the Compliance Committee Recommendations for Registrants document. Second by Koenecke. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Recuse	Hinker	Recuse	Tschetter	Yes	Yes Votes: 8	

- c. **Additional Compliance Cases:** No additional cases were presented.
 - d. **Licensee Correspondence:** Miller provided a letter sent to the Board from an HPAP participant who was successfully discharged from the program.
- 8. Financial Report:** Matthies presented the SDBON FY24 income and expense statement for the period of December 2023. Motion by Koenecke to approve the FY24 financial report as presented. Second by Gabriel. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

9. Licensure and Operations:

- a. **Licensure & Registry Report:** Matthies reported that as of January 2024, the Board had 19,783 licensed registered nurses, 2,744 licensed practical nurses, 57 certified nurse midwives, 2,332 certified nurse practitioners, 43 clinical nurse specialists, 538 certified registered nurse anesthetists, 11,114 registered certified nurse aides, and 4,942 unlicensed medication aides.
- b. **Website Development Update:** Young reported that staff continue to work with Albertson Consulting on the development of the new SDBON website. A preview of the new website was shown. The tentative date to go live with the new site is March 2024.

10. Nursing Education:

- a. **Nursing Education Committee (NEC) Recommendations:** Burg submitted the following recommendations from the NEC:
 1. Grant ongoing approval of the following undergraduate nursing programs for 2024:
 - a. Augustana University – BSN (Full)
 - b. Dakota Wesleyan University – AD RN (Prerequisite)
 - c. Dakota Wesleyan University – BSN (Full)
 - d. Lake Area Technical College – AD RN (Full)
 - e. Lake Area Technical College – PN (Full)
 - f. Mitchell Technical College – AD RN (Interim Continuing)
 - g. Mitchell Technical College – PN (Full)
 - h. Mount Marty University – BSN (Full)
 - i. Northern State University – BSN (Prerequisite)
 - j. Oglala Lakota College – AD RN (Full)
 - k. Sinte Gleska College – PN (Probation)
 - l. Sisseton Wahpeton – PN (Full)
 - m. South Dakota State University – BSN (Full)
 - n. Southeast Technical College – AD RN (Full)
 - o. Southeast Technical College – PN (Full)
 - p. University of Sioux Falls – BSN (Full)
 - q. University of South Dakota - BSN (Full)
 - r. Western Dakota Technical College – AD RN (Interim Continuing)
 - s. Western Dakota Technical College – PN (Full)
 2. Grant ongoing approval of the following advanced practice registered nurse programs for 2024:
 - a. Augustana University – Nurse Practitioner (Interim)
 - b. Augustana University – Clinical Nurse Specialist (Interim)
 - c. Mount Marty University – Nurse Practitioner (Full)
 - d. Mount Marty University – Nurse Anesthesia (Full)
 - e. South Dakota State University – Nurse Practitioner (Full)

- f. University of South Dakota – Nurse Anesthesia (Full)
- 3. Grant approval of 2023 NCLEX Pass Rate Report. By April 12, 2024 the following programs shall submit an action plan for continued improvement of the NCLEX scores for failure to meet the 75% pass rate for 2 consecutive measuring periods.
 - a. Oglala Lakota College – AD RN
 - b. Sinte Gleska College – PN
 - c. Sisseton Wahpeton College – PN
- 4. Grant ongoing approval of the RN and LPN refresher program for 2024 for Minnesota State Community and Technical College Workforce Development Solutions. By April 12, 2024 must submit a more detailed report for 2023.
- 5. Grant approval of the 2023 RN and LPN refresher program report and ongoing approval for 2024 for South Dakota State University
- 6. Grant approval of curriculum changes for Western Dakota Technical College’s PN program
- 7. Grant approval of curriculum changes for Mitchell Technical College’s PN program
- 8. Grant approval of new Clinical Enrichment Programs (CEPs) for the following facilities:
 - a. Lewis and Clark Behavioral Health Services, Inc.
 - b. Prairie Lakes Healthcare System
- 9. Grant approval of Lyncee Monson, DNP, RN, CCRN as nursing program administrator for Northern State University’s BSN program
- 10. Grant approval to move Western Dakota Technical College’s AD RN program to full approval status
- 11. Informational Only - No Action Requested
 - a. Western Dakota Technical College’s notification of PN program initial accreditation by Accreditation Commission for Education in Nursing (ACEN)

Motion by Buchholz to accept the recommendations of the NEC as presented in the Education Consent Agenda. Second by Gabriel. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Recuse	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Recuse	Yes Votes: 8	

- b. **Sinte Gleska University (SGU) Report:** Burg presented the written quarterly status update report submitted by SGU. Motion by Tschetter to accept SGU’s quarterly status update report. Second by Bowar. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

Following review of the quarterly reports, the Board determined that SGU has satisfactorily corrected their deficiencies that were cited at the February 2023 Board meeting. Motion by Tschetter to restore SGU’s practical nursing program to full approval status. Second by Buchholz. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

- c. **SGU Nursing Program Administrator:** Burg presented a notification from SGU naming Laura Dunn, MSN, RN as the nursing program administrator effective December 23, 2023 following the resignation of Rhonda Jackman. Motion by Tschetter to approve Laura Dunn, RN, MSN as the nursing program administrator for SGU’s PN program. Second by Buchholz. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

- d. **Clinical Enrichment Program Request:** Burg presented a request from Sanford Health’s Clinical Enrichment Program (CEP) for an exception to the rule in ARSD 20:48:07.01 on preceptor work experience and student ratio. Sanford Health is experiencing growing demand for preceptors for CEP students, nursing education clinical rotations, and newly hired nurses. They often have nurses with 9-12 months of experience who would make excellent preceptors for CEP students. More experienced nurses could easily precept two CEP students at one time. Motion by Tschetter to allow staff to approve a clinical enrichment program’s request for an exception to ARSD 20:48:07.01:02 if the program submits a policy that describes the institution’s selection, evaluation, and reappointment of preceptors, including preceptor educational preparation, experience, and competence in nursing practice, and requires preceptors to meet the following qualifications:

- 1) Hold an active unencumbered nursing license or privilege to practice in this state;
- 2) Complete education on preceptor roles and responsibilities, clinical enrichment program objectives, and student evaluation methods;

- 3) Be licensed at or above the licensure level for which the student employee is preparing;
- 4) Be employed a minimum of 1,040 hours in the same nursing practice setting to precept one student; or
- 5) Be employed at least 2,080 hours in the same nursing practice setting to precept two students at the same time.

Second by Buchholz. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

11. Nursing Practice:

- a. **CNM Out-of-Hospital Report:** Olson presented the 2023 report on out-of-hospital (OOH) births that were attended by 12 of the 18 CNMs who were approved by the BON to attend OOH births, and who agreed to comply with the BON’s OOH Practice Guidelines. Overall, since 2008, 1,132 women requested an OOH birth, 86.8% delivered OOH, 7.3% were referred for a hospital birth, and 5.8% were transported during labor to a hospital. In 2023, a total of 228 women requested an OOH birth from a CNM, 203 delivered OOH, 15 were referred for a hospital birth, and 10 were transported during labor to a hospital.
- b. **Request to Approve Practice Statement: Delegation of Oxygen Administration by Licensed Nurses.** Olson presented a request from Sanford Dialysis to allow delegation of oxygen administration via nasal cannula to dialysis technicians. The ability to delegate this task in other settings was also discussed with the Board. Motion by Buchholz that the South Dakota Board of Nursing determined that a licensed nursing may delegate the administration of oxygen via nasal cannula to a nursing assistant in accordance with the delegation and supervision requirements in ARSD 20:48:04.01:01 and 20:48:04.01:02. Second by Bowar. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

- c. **Request to Approve Practice Statement: Wound Care Certification.** Olson presented a request from Monument Health asking the Board to allow a RN who has been performing conservative sharp wound debridement (CSWD) prior to the new rule, ARSD 20:48:04:01.01 (6), becoming effective on December 10, 2023, to be allowed to continue to perform CSWD. Krycil from Monument Health provided comments in support of the request. Motion by Tschetter to adopt the following statement on wound care certification: a registered nurse who performed conservative sharp wound debridement (CSWD), as defined in 20:48:04:01.01 (6), and who was performing CSWD prior to December 10, 2023, may continue to perform CSWD as allowed by agency policy. The registered nurse is encouraged to obtain wound care certification by July 1, 2025. Second by Gabriel. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

12. SD Center for Nursing Workforce (CNW) Report:

- a. **South Dakota Nurses Association(SDNA) Request for 2024 Nurses Day at the Legislature Event Support:** Olson presented the proposed request for \$1,500 to support the event which meets the CNW mandate to convene representative of nurses, health care providers, and government officials, pursuant to SDCL 36-9-96(1). Motion by Tschetter to approve \$1,500 to support the SDNA 2024 Nurses Day at the Legislature event paid through the CNW. Second by Koenecke. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

- b. **2024 Center for Nursing Workforce Symposium:** Olson provided an update on the event to be held May 22, 2024, in Sioux Falls at the Hilton Garden Inn Downtown. The CNW, SDNA, and Nursing Education Deans & Directors will co-host the event; it will feature keynote speaker Dr. Nelda Godfrey. The event convenes nurses, and others interested, to make recommendations for strategic action and to evaluate effectiveness of actions implemented, pursuant to SDCL 36-9-96(1).

13. Policy:

- a. **2024 South Dakota Legislative Session Update:** Young provided an overview of bills introduced in South Dakota’s 2024 legislative session that may impact the Board or nursing practice; including the passage of House Bill 1013, an act to adopt the advanced practice registered nurse (APRN) licensure compact. Seven states must adopt the compact before it can be implemented; currently three other states have adopted the APRN compact.
- b. **2024 Promulgation of Rules: ARSD 20:48:** Burg presented a request from Sanford Health’s Clinical Enrichment Program (CEP) for an exception to the rule in ARSD 20:48:07.01 on preceptor work experience and student ratio. The Board reviewed the current rules related to CEPs which were last updated in 1991. Young and Burg reviewed proposed changes to these rules that are intended to modernize and update them for current practice and

education standards. Motion by Tschetter to grant approval to proceed with promulgating revisions to Chapter 20:48:07.01 relating to clinical enrichment programs. Second by Hinker. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

- c. **National Nurse Licensure Compact Update:** Young provided an update. Forty-one states, including South Dakota, have adopted the compact. Eight states are pending legislation to adopt the compact.

- 14. **Travel Requests:** Motion by Koenecke to approve travel for the National Council of State Boards of Nursing (NCSBN) Executive Officers Summit: June 19–21, 2024; Park City, Utah (Up to 1). Second by Hinker. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Yes Votes: 10	

- 15. **External Meeting Reports:**

- a. **Art of Participatory Leadership Training:** Olson attended and provided highlights of the training.

- 16. **Announcements:**

- a. **Future Board Meetings:** 3/26 & 27/2024; 5/7/2024; 8/6/2024; 11/6/2024.

- 17. **Motion to Adjourn** by Gabriel. Second by Buchholz. Motion carried in a unanimous voice vote. Meeting adjourned at 12:10 P.M.