



SD Board of Nursing  
**HPAP Evaluation Committee Meeting**  
Unapproved Draft Minutes<sup>1</sup>  
January 17, 2022 12:00pm CT

Physical Location: 4109 S. Carnegie Cir, Sioux Falls, SD 57106

Zoom: <https://us06web.zoom.us/j/86810870539?pwd=TzNOa1kvZlpEdWp2TUlObkROZmludz09>

Meeting ID: 868 1087 0539 / Passcode: 250893

1. Meeting called to order at 12:19pm by committee member Dr. Brian Tjarks.

Committee Members present: Dr. Brian Tjarks, Janelle Christenson; Pam VanMeeteren  
HPAP Staff Members present: Amanda McKnelly, Sherry Grismer, Dr. Craig Uthe; Maria Piacentino, Sue Harris  
Others present: Megan Bierman, RN

2. Megan Bierman presented during Open Forum. Spoke to the committee to explain compliance concerns with HPAP Agreement. Thanked her for the information.
3. Motion to approve the agenda by Pam VanMeeteren. Second by Dr. Tjarks. Motion carried.
4. Motion to approve the December meeting minutes by Dr. Tjarks. Second by Pam VanMeeteren. Motion carried.
5. Motion by Dr. Tjarks to move into closed session, pursuant to SDCL 1-25-2, to maintain the confidentiality of participant records pursuant to 36-2A-12. Second by Andi Petersen. Motion carried. The committee went into closed session at 12:31 pm for the following agenda items:
  6. Provide recommendations on applicant eligibility to enroll in program
  7. Approve individualized program participation agreements and return to work requirements
  8. Evaluate participant toxicology results and progress in program and make recommendations
  9. Provide recommendations on reporting an applicant or participant to the board

Motion to move out of closed session by Dr. Tjarks. Second by Janelle Christenson. Motion carried. The committee moved out of closed session at 1:20 pm.

10. Motion to adjourn by Dr. Tjarks. Second by Pam VanMeeteren. Motion carried. The meeting adjourned at 1:21 pm.

<sup>1</sup>1-27-1.17. Draft minutes of public meeting to be available--Exceptions--Violation as misdemeanor. The unapproved, draft minutes of any public meeting held pursuant to § 1-25-1 that are required to be kept by law shall be available for inspection by any person within ten business days after the meeting. However, this section does not apply if an audio or video recording of the meeting is available to the public on the governing body's website within five business days after the meeting. A violation of this section is a Class 2 misdemeanor. However, the provisions of this section do not apply to draft minutes of contested case proceedings held in accordance with the provisions of chapter 1-26.