



SD Board of Nursing  
**HPAP Evaluation Committee Meeting**  
Minutes  
April 21, 2026 12:00pm CT

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

Zoom: <https://us06web.zoom.us/j/86810870539?pwd=TzN0a1kvZlpEdWp2TUI0bkR0Zmludz09>

Meeting ID: 868 1087 0539 / Passcode: 250893

1. Meeting called to order at 12:01pm by committee member Kay Foland.

Committee Members present: Andi Petersen, Dr. Brian Tjarks, Pam VanMeeteren and Kay Foland

HPAP Staff Members present: Amanda McKnelly and Sherry Grismer

2. Motion to approve the agenda by Pam VanMeeteren. Second by Andi Petersen Motion carried.
3. Motion to approve the March meeting minutes by Andi Petersen. Second by Kay Foland. Motion carried.
4. Motion by Kay Foland; 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 Pam VanMeeteren. Motion carried. The committee went into closed session at 12:07pm for the following agenda items:
  5. Provide recommendations on applicant eligibility to enroll in program.
  6. Approve individualized program participation agreements and return to work requirements.
  7. Evaluate participant's toxicology results and progress in program and make recommendations.
  8. Provide recommendations on reporting an applicant or participant to the board.

Motion to move out of closed session by Dr. Brian Tjarks. Second by Kay Foland. Motion carried. The committee moved out of closed session at 12:20pm.

9. Motion to adjourn by Dr. Brian Tjarks. Second by Kay Foland. Motion carried. The meeting adjourned at 12:23pm.