



# Meeting Minutes February 4, 2025

Location: Teams [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NDI0ZGQyYktNjNhMy00NTc2LWl5ODItZDZkYWUxYzM4MmZi%40thread.v2/0?context=%7b%22Tid%22%3a%2270af547c-69ab-416d-b4a6-543b5ce52b99%22%2c%22Oid%22%3a%2224da3e1c-0701-41c1-8845-e2c4f4dc68f9%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NDI0ZGQyYktNjNhMy00NTc2LWl5ODItZDZkYWUxYzM4MmZi%40thread.v2/0?context=%7b%22Tid%22%3a%2270af547c-69ab-416d-b4a6-543b5ce52b99%22%2c%22Oid%22%3a%2224da3e1c-0701-41c1-8845-e2c4f4dc68f9%22%7d)

*All motions taken by roll call, unless otherwise stated.*

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

**Board Member Roll Call:** Present: Carla Borchardt, Deborah Bowar, Denise Buchholz, Debra Felton, Kristin Gabriel, Nathan Hinker, Carena Jarding, Lori Koenecke, Penny Tilton, Jenna VandenBos. Board Members Absent: Christi Keffeler.

**Board Staff Present:** Linda Young, Glenna Burg, John Lang, Erin Matthies, Francie Miller, Lindsay Olson.

**Legal Counsel Present:** Megan Borchert, General Counsel to Board; Shelly Munson, Prosecuting Attorney for Board.

**Others Present:** Catherine Williamson, Administrative Law Judge (ALJ); Terri Schildhauer, Court Reporter.

2. **Agenda Approval:** Motion by Bowar to approve the February 4, 2025, agenda. Second by Tilton. Motion carried in a unanimous voice vote.
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 6, 2024, as amended to reflect a yes vote by VandenBos on item 4, page 1. Second by Hinker. Motion carried in a unanimous voice vote.
5. **Executive Session:** The Board did not go into executive session.
6. **Health Professionals Assistance Program (HPAP) Quarterly and Annual Report:** Young presented the report. Nurses who meet HPAP qualifications enroll voluntarily in HPAP for monitoring of a substance use or mental health related issue or the Board may mandate a nurse to participate. In December 2024, 70 participants were enrolled, and the average annual enrollment was 71 participants. As of December 2024, a total of 26 participants were discharged from HPAP, of them, 19 (73%) were discharged successfully.

7. **Compliance:**

- a. **Formal Hearings:**

1. Raymond Snowfly, SD M011057, with ALJ Williamson presiding. Registrant served with notice. Registrant did not appear. Motion by Koenecke to Suspend the Registration of Raymond Snowfly, SD M011057. Second by Tilton. Motion carried.

|           |        |         |     |          |        |              |     |
|-----------|--------|---------|-----|----------|--------|--------------|-----|
| Borchardt | Yes    | Felton  | Yes | Hinker   | Recuse | Tilton       | Yes |
| Bowar     | Yes    | Gabriel | Yes | Keffeler | Absent | VandenBos    | Yes |
| Buchholz  | Recuse | Jarding | Yes | Koenecke | Yes    | Yes Votes: 8 |     |

2. Tammy Carpenter, SD R049641, with ALJ Williamson presiding. Licensee served with notice. Licensee did not appear. Motion by Tilton to suspend the License of Tammy Carpenter, SD R049641. Second by Jarding. Motion carried.

|           |        |         |     |          |        |              |     |
|-----------|--------|---------|-----|----------|--------|--------------|-----|
| Borchardt | Yes    | Felton  | Yes | Hinker   | Recuse | Tilton       | Yes |
| Bowar     | Yes    | Gabriel | Yes | Keffeler | Absent | VandenBos    | Yes |
| Buchholz  | Recuse | Jarding | Yes | Koenecke | Yes    | Yes Votes: 8 |     |

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

- Settlement Offer –Reinstatement with Mandated Participation in HPAP and Stayed Suspension: Case #1 Amanda Boskey, SD R047352, Case #2. Erin Nemec, SD R042452.
- Settlement Offer - Mandated Participation in HPAP and Stayed Suspension: Case #1 Bridget Mack, SD R043117.
- Settlement Offer – Letter of Concern: Case #1. L.F., Case #2. K. S-W.
- Settlement Offer – Letter of Reprimand: Case #1. Nicole Obi, SD R056027, Case #2. Nicholas Smith, SD R047999, Case #3. Karla Merrill, SD P013751.
- Settlement Offer – Default Denial: Case #1. Ezinne Okye, SD Applicant.
- Settlement Offer – Letter of Concern on Privilege to Practice: Case #1. T.A., Case #2. J.P.

Motion by Jarding to accept the recommendations of the Compliance Committee as presented and outlined in the Compliance Committee Recommendations document of licensed nurses. Second by Tilton. Motion carried in a unanimous voice vote.

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|-----------|--------|---------|-----|----------|--------|--------------|-----|
| Borchardt | Yes    | Felton  | Yes | Hinker   | Recuse | Tilton       | Yes |
| Bowar     | Yes    | Gabriel | Yes | Keffeler | Absent | VandenBos    | Yes |
| Buchholz  | Recuse | Jarding | Yes | Koenecke | Yes    | Yes Votes: 8 |     |

b. **Dismissal Reporting – Licensed:** Miller presented a report of Investigative Dismissals, pursuant to SDCL 36-1C-4.

c. **Compliance Committee Recommendations – Registrants:** Miller submitted the following recommendations from the Compliance Committee:

- Settlement Offer – Denial of Registration: Case #1. Kellee Irvin, SD Z479669.
- Settlement Offer- Voluntary Surrender: Case #1. Felicia Ruff, SD M012881.

Motion by Tilton 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 in a unanimous voice vote.

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|-----------|--------|---------|-----|----------|--------|--------------|-----|
| Borchardt | Yes    | Felton  | Yes | Hinker   | Recuse | Tilton       | Yes |
| Bowar     | Yes    | Gabriel | Yes | Keffeler | Absent | VandenBos    | Yes |
| Buchholz  | Recuse | Jarding | Yes | Koenecke | Yes    | Yes Votes: 8 |     |

d. **Dismissal Reporting – Registrants:** Miller presented a report of Investigative Dismissals, pursuant to SDCL 36-1C-4.

e. **Additional Compliance Cases:**

1. Miller presented background on Claudia Kennedy, LA RN088532. Motion by Jarding to issue a Letter of Reprimand on Claudia Kennedy, LA RN088532. Second by Keffeler. Motion carried.

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|-----------|--------|---------|-----|----------|--------|--------------|-----|
| Borchardt | Yes    | Gabriel | Yes | Hinker   | Recuse | Tilton       | Yes |
| Bowar     | Yes    | Jarding | Yes | Keffeler | Absent | VandenBos    | Yes |
| Buchholz  | Recuse | Felton  | Yes | Koenecke | Yes    | Yes Votes: 8 |     |

2. Miller presented background on Kerry Kleeman SD P008254. Motion by Tilton to Summarily Suspend the license of Kerry Kleeman SD P008254. If licensee does not request a formal hearing within twenty (20) days of receiving the summary suspension, the summary suspension will become effective as a final order. Second by Hinker. Motion carried.

|           |     |         |     |          |        |               |     |
|-----------|-----|---------|-----|----------|--------|---------------|-----|
| Borchardt | Yes | Felton  | Yes | Hinker   | Yes    | Tilton        | Yes |
| Bowar     | Yes | Gabriel | Yes | Keffeler | Absent | VandenBos     | Yes |
| Buchholz  | Yes | Jarding | Yes | Koenecke | Yes    | Yes Votes: 10 |     |

3. Miller presented background on Carrie Collins, SD R059237. Motion by Buchholz to Summarily Suspend the license of Carrie Collins, SD R059237. If licensee does not request a formal hearing within twenty (20) days of receiving the summary suspension, the summary suspension will become effective as a final order. Second by Bower. Motion carried.

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|-----------|-----|---------|-----|-----|----------|--------|---------------|-----|
| Borchardt | Yes | Felton  | Yes | Yes | Hinker   | Yes    | Tilton        | Yes |
| Bowar     | Yes | Gabriel | Yes | Yes | Keffeler | Absent | VandenBos     | Yes |
| Buchholz  | Yes | Jarding | Yes | Yes | Koenecke | Yes    | Yes Votes: 10 |     |

4. Miller presented background on John Mason, SD R052863. Motion by Gabriel to Summarily Suspend the license of John Mason, SD R052863. If licensee does not request a formal hearing within twenty (20) days of receiving the summary suspension, the summary suspension will become effective as a final order. Second by Tilton. Motion carried.

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|-----------|--------|---------|-----|----------|--------|--------------|-----|
| Borchardt | Yes    | Felton  | Yes | Hinker   | Recuse | Tilton       | Yes |
| Bowar     | Yes    | Gabriel | Yes | Keffeler | Absent | VandenBos    | Yes |
| Buchholz  | Recuse | Jarding | Yes | Koenecke | Yes    | Yes Votes: 8 |     |

5. Miller presented background on Breanna Wiese, SD M012531. Motion by Koenecke to Summarily Suspend the registration of Breanna Wiese, SD M012531. If registrant does not request a formal hearing within twenty (20) days of receiving the summary suspension, the summary suspension will become effective as a final order. Second by VandenBos. Motion carried.

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|-----------|--------|---------|-----|----------|--------|--------------|-----|
| Borchardt | Yes    | Felton  | Yes | Hinker   | Recuse | Tilton       | Yes |
| Bowar     | Yes    | Gabriel | Yes | Keffeler | Absent | VandenBos    | Yes |
| Buchholz  | Recuse | Jarding | Yes | Koenecke | Yes    | Yes Votes: 8 |     |

f. **Licensee Correspondence:** No licensee correspondence was reported.

- 8. Financial Report: FY25 Financial Report:** Matthies presented the SDBON FY25 for the time period of July - December 2024. Motion by Koenecke to approve the FY25 financial report as presented. Second by Tilton. Motion carried.

|           |     |         |     |          |        |               |     |
|-----------|-----|---------|-----|----------|--------|---------------|-----|
| Borchardt | Yes | Felton  | Yes | Hinker   | Yes    | Tilton        | Yes |
| Bowar     | Yes | Gabriel | Yes | Keffeler | Absent | VandenBos     | Yes |
| Buchholz  | Yes | Hinker  | Yes | Koenecke | Yes    | Yes Votes: 10 |     |

**9. Licensure and Operations:**

- a. **Licensure & Registry Report:** Matthies reported that as of January, the Board had 19,972 licensed registered nurses, 2,763 licensed practical nurses, 59 certified nurse midwives, 2,645 certified nurse practitioners, 42 clinical nurse specialists, 552 certified registered nurse anesthetists, 11,705 registered certified nurse aides, and 4,539 registered medication aides.
- b. **Optimal Regulatory Board System (ORBS) Update:** Lang provided an update on the status of transitioning to the ORBS licensure software platform. The tentative timeline to implement and go live is July 2025. Lang and Young responded to board member questions.

**10. Nursing Education:**

- a. **Nursing Education Committee (NEC) Recommendations:** Burg submitted recommendations from the NEC:
  1. Grant ongoing approval of the following undergraduate nursing programs for 2025:
    - i. Augustana University – BSN (Full)
    - ii. Dakota Wesleyan University – AD RN (Interim) and BSN (Full)
    - iii. Lake Area Technical College – PN (Full) and AD RN (Full)
    - iv. Mitchell Technical College – PN (Full) and AD RN (Full)
    - v. Mount Marty University – BSN (Full)
    - vi. Northern State University – BSN (Interim)
    - vii. Oglala Lakota College – AD RN (Full)
    - viii. Sinte Gleska College – PN (Full)
    - ix. Sisseton Wahpeton College – PN (Full)
    - x. South Dakota State University – BSN (Full)
    - xi. Southeast Technical College – PN (Full) and AD RN (Full)
    - xii. University of Sioux Falls – BSN (Full)
    - xiii. University of South Dakota - BSN (Full)
    - xiv. Western Dakota Technical College – PN (Full) and AD RN (Full)
  2. Grant ongoing approval of the following advanced practice registered nurse programs for 2025:
    - i. Augustana University – Nurse Practitioner (Full) and Clinical Nurse Specialist (Full)
    - ii. Mount Marty University – Nurse Practitioner (Full) and Nurse Anesthesia (Full)
    - iii. South Dakota State University – Nurse Practitioner (Full)
    - iv. University of South Dakota – Nurse Anesthesia (Full)
  3. Grant approval of 2024 NCLEX Pass Rate Report. By April 9, 2025, 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.
    - i. Oglala Lakota College – AD RN
    - ii. Sinte Gleska College – PN
    - iii. Sisseton Wahpeton College – PN
  4. Grant approval of South Dakota State University's 2024 RN and LPN refresher program report and ongoing approval for 2025
  5. Grant Minnesota State Community and Technical College Workforce Development Solutions' RN refresher program for 2024 and ongoing approval for 2025 -- By April 9, 2025, must submit 2024 LPN refresher program report and request ongoing approval, if intends to continue program in 2025
  6. Grant approval of Augustana University's request for prerequisite approval status for Doctor of Nursing Practice (DNP) programs beginning in 2027:
    - i. Adult-Gerontology Acute Care Nurse Practitioner (AGACNP)
    - ii. Adult-Gerontology Clinical Nurse Specialist (AG-CNS)
  7. Grant approval of curriculum changes for Augustana University's MSN and Post Graduate Certificate APRN programs
  8. Grant approval of South Dakota State University's reorganization plan to add a BSN Online program option with the submission of reports to provide evidence of meeting curricula and educational standards, pursuant to SDCL 36-9-58 and ARSD 20:48:07, that will be due to the board by July 9, 2025, and annually or more often as required by the board
  9. Grant approval of curriculum changes for South Dakota State University's for BSN programs
  10. Grant approval of curriculum changes for South Dakota State University's for APRN programs

11. Grant acceptance of South Dakota State University's notification of discontinuation of Post Graduate Certificates for Family Nurse Practitioner (NP), Clinical Nurse Leader (CNL), and Nurse Educator (NE) options
12. Grant approval of curriculum changes for Southeast Technical College's AD RN program
13. Informational Only - No Action Requested
  - i. Notification of Mount Marty University's Doctor of Nurse Anesthesia Practice (DNAP) program administrative changes
  - ii. Notification of Mitchell Technical College's institutional administrative changes

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

|           |     |         |        |          |        |              |        |
|-----------|-----|---------|--------|----------|--------|--------------|--------|
| Borchardt | Yes | Felton  | Yes    | Hinker   | Yes    | Tilton       | Recuse |
| Bowar     | Yes | Gabriel | Yes    | Keffeler | Absent | VandenBos    | Yes    |
| Buchholz  | Yes | Jarding | Recuse | Koenecke | Yes    | Yes Votes: 8 |        |

**b. Dakota Wesleyan University (DWU) Nursing Program Changes:**

- i. **Voluntary closure of LPN to BSN program in Sioux Falls:** Burg presented the notice from DWU; Tilton responded to Board member questions. Motion by Jarding to approve DWU's voluntary closure of LPN to BSN program in Sioux Falls. Second by Gabriel. Motion carried.

|           |     |         |     |          |        |              |        |
|-----------|-----|---------|-----|----------|--------|--------------|--------|
| Borchardt | Yes | Felton  | Yes | Hinker   | Yes    | Tilton       | Recuse |
| Bowar     | Yes | Gabriel | Yes | Keffeler | Absent | VandenBos    | Yes    |
| Buchholz  | Yes | Jarding | Yes | Koenecke | Yes    | Yes Votes: 9 |        |

- ii. **Reorganization of AD RN program to add Sioux Falls Site:** Burg presented the request from DWU to offer AD RN program in Sioux Falls. Tilton responded to Board member questions. Motion by Koenecke to approve DWU's reorganization plan to offer AD RN program in Sioux Falls. Second by Jarding. Motion carried.

|           |     |         |     |          |        |              |        |
|-----------|-----|---------|-----|----------|--------|--------------|--------|
| Borchardt | Yes | Felton  | Yes | Hinker   | Yes    | Tilton       | Recuse |
| Bowar     | Yes | Gabriel | Yes | Keffeler | Absent | VandenBos    | Yes    |
| Buchholz  | Yes | Jarding | Yes | Koenecke | Yes    | Yes Votes: 9 |        |

**11. Nursing Practice:**

- a. **CNM Out-of-Hospital Report:** Olson presented the 2024 report on out-of-hospital (OOH) births that were attended by 11 of the 18 CNMs approved by the Board to attend OOH births. All approved CNMs signed an agreement to comply with the Board's OOH Practice Guidelines. Since 2008, a total of 1,379 women requested an OOH birth; of them, 88.2% delivered OOH, 6.6% were referred for a hospital birth, and 5.2% were transported during labor to a hospital. In 2024, 247 women requested an OOH birth, 233 delivered OOH, 8 were referred for a hospital birth, and 6 were transported during labor to a hospital. Olson responded to Board member questions.

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

- a. **2025 CNW Symposium:** Olson provided an update on the event to be held in Sioux Falls at the Hilton Garden Inn South on April 24, 2025. The CNW is partnering with the South Dakota Nurses Association to host the event. The focus of event, pursuant to SDCL 36-9-96 (2), is to share current South Dakota nursing workforce data and provide a forum for nurses and interested stakeholders to convene to discuss strategic actions supporting South Dakota's nursing workforce. Olson responded to Board member questions.

- 13. Policy: 2025 Legislative Calendar & Session Update:** Young provided an overview of bills introduced in South Dakota's 2025 legislative session that may impact the Board or nursing practice. Nationally, Illinois and Washington DC have bills pending to adopt the nurse licensure compact and Arizona has a bill to adopt the advanced practice registered nurse (APRN) licensure compact. Seven states must adopt the APRN compact before it can be implemented; currently four states, including South Dakota, have adopted the APRN compact.

- 14. Board Mission, Vision, Strategic Plan:** Young presented the background on the Board's previously adopted mission, vision, and strategic plan from 2020-2022; and reviewed a draft of revised core values and strategic initiatives for 2025-2026. Motion by Tilton to adopt the 2025-2026 South Dakota Board of Nursing Strategic Plan as presented. Second by Koenecke. Motion carried.

|           |     |         |     |          |        |               |     |
|-----------|-----|---------|-----|----------|--------|---------------|-----|
| Borchardt | Yes | Felton  | Yes | Hinker   | Yes    | Tilton        | Yes |
| Bowar     | Yes | Gabriel | Yes | Keffeler | Absent | VandenBos     | Yes |
| Buchholz  | Yes | Jarding | Yes | Koenecke | Yes    | Yes Votes: 10 |     |

**15. Out of State Travel Requests:**

- a. Motion by Buchholz to approve the following travel requests:
  - National Council of State Boards of Nursing (NCSBN) Information Technology/Operations Conference, May 2025 (Up to 2)
  - NCSBN Discipline Case Management Conference: May 2025 (Up to 2)

- NCSBN Executive Officer Summit: June 2-3, 2025, New Castle, NH (Up to 1)
- Nurse Licensure Compact Executive Committee Meeting: September 29-30, 2025, Charleston, SC (Up to 1)

Second by VandenBos. Motion carried.

|           |     |         |     |          |        |               |     |
|-----------|-----|---------|-----|----------|--------|---------------|-----|
| Borchardt | Yes | Felton  | Yes | Hinker   | Yes    | Tilton        | Yes |
| Bowar     | Yes | Gabriel | Yes | Keffeler | Absent | VandenBos     | Yes |
| Buchholz  | Yes | Jarding | Yes | Koenecke | Yes    | Yes Votes: 10 |     |

**16. Announcements:**

- Future Board Meetings: 5/6/2025; 8/5/2025; 11/4/2025; 2/3/2026, 5/5/2026, 8/4/2026, 11/4/2026.

**17. Motion to Adjourn** by Gabriel. Second by Bowar. Motion carried in a unanimous voice vote. Meeting adjourned at 12:05 P.M.