



## MEETING MINUTES

April 12, 2016 8:30 am, central

Fort Lincoln Room, State Capitol, 600 E. Boulevard Ave., Bismarck, ND

### I. Call to Order

Meeting was called to order at 8:35

**Present:** Laura Weishoff, Tonya Sorenson, Trina Gress, Stacie Dailey, Deb Davis, Julijana Nevland and Kurt Snyder

**Others:** Jody McClendon and David Schaibley

### II. Review meeting minutes

March 11, 2016 – a **motion was made to approve** January 15, 2016 minutes as presented. (Nevland motion/ Dailey carried) roll call vote, all in favor.

### III. Review financials

A. Financial reports

### IV. Discipline File Updates

- A. Delaine Anderson- Under probation until 2/13/17. Quarterly reports are up to date and required CEU hours have been completed.
- B. Brenda Fetting- Under probation until 8/18/16. Quarterly reports are up to date.
- C. Michael Melegaard- Under 2 year probation until 9/24/17, quarterly reports are up to date.
- D. John Miller- Under 2 year probation until 9/08/17, required reports have been received.

### V. Complaints

- A. Eddie Burl- **A motion was made** to continue with the original settlement agreement to request Burl's response by May 2. If not signed, it will then go to civil litigation. (Nevland motion/ Snyder carried) Dailey- Y, Nevland- Y, Weishoff- Y, Gress- abstain, Snyder- Y, Sorenson- Y and Davis- Y
- B. Marikay Luzier- Ethics violations to I, II, IV and VI were discussed. **A motion was made** to make a retroactive suspension for minimum of 6 months with a term of probation following. (Snyder motion/ Weishoff carried) Nevland- Y, Dailey- Y, Snyder- Y, Gress- Y, Sorenson- abstain, Weishoff- Y, and Davis- Y
- C. Kendra Wilson- Dailey excused herself due to a conflict of interest. Additional information was submitted to NDBACE on 4/12/16 that may need to be taken into consideration. **Complaint tabled** until July meeting.

### VI. Application and Practice Issues

- A. LAC Applications approved under chair authority include:
  - 1. Tiffany Stucky
  - 2. Carol Jollie
  - 3. Connie Tyler
- B. Leigh Szczur was denied for licensure under chair authority
- C. Clinical trainees reviewed and approved under chair authority include:
  - 1. Amy Tehran



2. Angela Reidburn
- D. Jacob Brewster was terminated from CT with Missouri Valley
- E. Approved providers reviewed and approved under chair authority include:
  1. Sharehouse
  2. NE Human Services Center
  3. MV Deisz
  4. NDACA
  5. Center for Rural Health
  6. Badlands HSC
  7. Prairie Saint Johns

*15 minute break*

**VII. New Business**

- A. Update of testing by NCC AP, instead of IC&RC  
Minot is the only test site currently.
- B. Possible updates to NDAC article 4.5  
Discussed in VII. C.
- C. Interim Committee power point presentation  
Nevland presented a power point to use to present proposed law changes to the Interim Committee, in June. The slides were reviewed, discussed and changes made as needed.
- D. CEU audit update  
Is there anything in our renewal and auditing process that could result in a lapse of valid licensure? (Additional discussion later in the meeting, section VII)  
The following had their CEUs audited and did not provide sufficient credits: Connie Stevens, Julie Creed and Sarah Ewoniuk.  
**Stevens: A motion was made** that McClendon/ Board Manager will send a letter to Stevens to seek additional information from Stevens pertaining to 2 areas: 1). CEU credits, including that the board will accept credits in 2016 for the 2014 – 2015 licensure period but they will not count in the 2016 – 2017 license year and 2). for additional information regarding medical issues and competency. (Weishoff motion/ Nevland carried) Snyder- Y, Davis- Y, Sorenson- Y, Nevland- Y, Dailey- Y, Weishoff- Y, and Gress- Y  
**Creed: A motion was made** to accept Creed’s request to turn her license back in, this will be reflected in a Settlement Agreement. (Davis motion/ Dailey carried) Nevland- Y, Dailey- Y, Davis- Y, Gress- Y, Sorenson- Y, Weishoff- Y, and Snyder- Y  
**Ewoniuk: A motion was made** that McClendon/ Board Manager will send Ewoniuk a letter requesting proof of her CEUs, that she may use CEUs earned in 2016 for the 2014 – 2015 license period but they will not count in the 2016 – 2017 license year. She will also be made aware that she will be audited in 2016 – 2017. This will be due to the board office by May 15. (Snyder motion/ Nevland carried) Gress- Y, Davis- Y, Weishoff- Y, Snyder- Y, , Sorenson, Dailey- N and Nevland- Y
- E. Consortium oversight by the NDBACE  
Discussion of creating a “FAQs” page on the web site to offer common answers to frequently asked questions.



**VIII. Other New Business**

The recent news regarding a child drowning, and DHS licensure was discussed. Discussion included an audit of board manager procedure to ensure that there is not a lapse in status during the renewal, grace period and audit periods. The letters used will be reviewed to ensure that it is stated clearly that licenses in the “grace period” are still valid, but LACs cannot practice. Snyder and McClendon will review documents that were used in the last renewal and create a time line for the next renewal period.

**IX. Adjourn**

Meeting was adjourned at 3:20

**Respectfully submitted,**

**Deborah Davis**  
**Board Chair**  
**NDBACE**

**Julijana Nevland**  
**Vice Chair**  
**NDBACE**

**Jody McClendon**  
**Board Manager**  
**NDBACE**