

**North Dakota State Board of Respiratory Care  
November 24, 2020  
Special Meeting- Conference Call  
NDSBRC Office, 2900 E. Broadway Ave., Ste. 2, Bismarck, ND  
Minutes**

**Call to Order:**

The meeting was called to order at 3:15 PM.

**Present:**

Board Members – Abby Erickson; Robyn Urlacher; Ron Frisk; Barbara Andrist; Amy Hinger.  
Others – Nikki Owings, Board Office; Allyson Hicks, Legal Counsel.

**Absent:**

Dr. Karol Kremens; Jody Vogel.

**Minutes:**

A **motion was made** to approve the meeting minutes of November 5, 2020.  
(Andrist/Urlacher/carried) [Roll call vote: Urlacher(y); Frisk (y); Andrist (y); Hinger (y);  
Erickson (y)] [Kremens; Vogel absent]

**Application for Licensure:**

**Brandee Clark** - A **motion was made** to grant licensure. (Hinger/Andrist/carried) [Roll call  
vote: Urlacher(y); Frisk (y); Andrist (y); Hinger (y); Erickson (y)] [Kremens; Vogel absent]

**Complaint:**

**Hernandez #2020-01** - A **motion was made** to send Hernandez an e-mail request for a response  
to the complaint within seven days. (Urlacher/Andrist/carried) [Roll call vote: Urlacher(y); Frisk  
(y); Andrist (y); Hinger (y); Erickson (y)] [Kremens; Vogel absent]

**Amendment to Executive Order #2020-20- non-licensed persons and equipment setup:**

The Board received an e-mail from Sanford Health inquiring about non-licensed staff being  
allowed to set up oxygen for home care patients due to the COVID-19 Pandemic. Legal Counsel  
will seek further information from the Hospital Association and other states. Erickson will seek  
further data from the inquirer. The Board will discuss at its next meeting.

**Adjourn:**

Meeting adjourned at 4:04 PM.

**Respectfully submitted,**

**Abby Erickson,  
Chair**

**Nikki Owings,  
Assistant Secretary**