

**North Dakota State Board of Respiratory Care  
February 16, 2022  
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 3:30 PM. The Board met by virtual means.

**Present:**

Board Members – Abby Erickson; Robyn Urlacher; Ron Frisk; Danielle Stone.  
Others – Nikki Owings, Board Office; Dave Schaibley, Legal Counsel.

**Absent:**

Dr. Karol Kremens; Barbara Andrist; Jody Vogel.

**Minutes:**

A **motion was made** to approve the minutes from the January 19, 2022 meeting. (Urlacher/Frisk/carried)  
[Roll call vote: Urlacher(y); Frisk (y); Stone (y); Erickson(y)] [Kremens; Andrist; Vogel absent]

**Update on Settlement Agreement with Juanita Cates-Gaines:**

She has met the conditions of her probation to date. The Board will consider lifting probation after November 26, 2022.

**Complaint:**

**#2021-01 – A motion was made** there is reasonable evidence to believe Briggs violated Code of Ethics 5d of bulleted item 1; the Board will offer a settlement agreement of renewal of licensure as well as probation of at least 1 year; conditions of probation are completion of 3 continuing education hours in medical ethics/professionalism/integrity, in addition to the regular continuing education requirements, and a written explanation of what was learned from the continuing education and how she applies it to this situation. (Urlacher/Stone/carried) [Roll call vote: Urlacher(y); Frisk (y); Stone (y); Erickson(y)] [Kremens; Andrist; Vogel absent]

**#2022-01 - A motion was made** to dismiss the complaint. (Stone/Frisk/carried) [Roll call vote: Urlacher(y); Frisk (y); Stone (y); Erickson(y)] [Kremens; Andrist; Vogel absent]

**Application for License Renewal:**

**L. Briggs** – The license will be renewed if she accepts the settlement agreement regarding Complaint #2021-01 (see above motion).

**Application for Temporary CRT License:**

**William Carpenter** – The Board determined the past action of the Missouri licensure board did not merit any action.

Legal counsel advised the Board to switch the application to the initial licensure process. The Board will request Carpenter submit an official school transcript, completed Education Verification Form, and copy of NBRC registration.

**Adjourn:**

Meeting adjourned at 4:44 PM.

**Respectfully submitted,**

**Abby Erickson, Chair**

**Nikki Owings, Assistant Secretary**