

**North Dakota State Board of Respiratory Care  
July 20, 2023  
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 – Ron Frisk, Chair; Jody Vogel; Robyn Urlacher; Danielle Stone.  
Others – Nikki Owings, Board Office; Matt Menge, Legal Counsel.

**Absent:**

Abby Erickson; Dr. D'Arcy Honeycutt; vacant consumer position.

**Minutes:**

A **motion was made** to approve the minutes from the April 25, 2023 meeting. (Vogel/Stone/carried) [Roll call vote: Stone (y); Vogel (y); Urlacher (y); Frisk (y)] [Erickson; Honeycutt absent]

**Management Services Participating Addendum Amendment:**

A **motion was made** to approve the management services participating addendum increasing the monthly fee to \$2438.00 effective July 1, 2023. (Urlacher/Vogel/carried) [Roll call vote: Stone (y); Vogel (y); Urlacher (y); Frisk (y)] [Erickson; Honeycutt absent]

**Review of 2023-2024 Budget:**

A **motion was made** to amend the budget to reflect the increase of the management fee as per the management services participating addendum amendment. (Vogel/Urlacher/carried) [Roll call vote: Stone (y); Vogel (y); Urlacher (y); Frisk (y)] [Erickson; Honeycutt absent]

**Litigation Fund:**

A **motion was made** to set up a CD of \$50,000.00 labeled as Litigation Fund. (Stone/Urlacher/carried) [Roll call vote: Stone (y); Vogel (y); Urlacher (y); Frisk (y)] [Erickson; Honeycutt absent]

**Licensee Self-Report:**

**C. Hegele** - Tabled until the final disposition is obtained.

**Application for Initial License for Alan Gunderson:**

He can be issued a CRT license based on his passing of the TMC Exam. He will need to work with NBRC to obtain the RRT credential and then he may apply for the RRT license.

**Appointment of NAC for Criminal History Record Information:**

A **motion was made** to appoint Stone as the NAC and to work with Erickson to transition into the position. (Vogel/Urlacher/carried) [Roll call vote: Stone (y); Vogel (y); Urlacher (y); Frisk (y)] [Erickson; Honeycutt absent]

**License Renewal Notices:**

The Board will no longer issue paper license renewal and CE audit notices. All notices will be issued via e-mail.

**Review of Licenses Issued 4/18/2023 to 7/11/2023:**

**Full Licenses:**

Terri	Adams	Registered Respiratory Therapist
Julie	Altmann	Registered Respiratory Therapist
Tess	Barioto	Registered Polysomnographic Technologist
Steven	Bonafede	Certified Respiratory Therapist
Tyler	Buss	Registered Respiratory Therapist
Kristie	Butterfield	Registered Respiratory Therapist
Jenna	Cappello	Registered Respiratory Therapist
Irena	Cekarska	Registered Respiratory Therapist
Katie	Christianson	Registered Respiratory Therapist
Kristina	Graham	Registered Respiratory Therapist
Sarah	Hannah	Certified Respiratory Therapist
Stephanie	Hernandez	Registered Respiratory Therapist
Quankeshia	Hodges	Registered Respiratory Therapist
Ruby	Ladner	Registered Respiratory Therapist
Amalia	Martinez	Registered Respiratory Therapist
Emily	Nix	Registered Respiratory Therapist
Fernando	Ponce	Registered Respiratory Therapist
Emily	Saveraid	Registered Respiratory Therapist
Vanida	Schmitt	Registered Respiratory Therapist
Cheryon	Simon	Registered Respiratory Therapist
Sarai	Vanover	Registered Respiratory Therapist
William	Wallin	Registered Respiratory Therapist

**A motion was made** to ratify the licenses. (Vogel/Urlacher/carried) [Roll call vote: Stone (y); Vogel (y); Urlacher (y); Frisk (y)] [Erickson; Honeycutt absent]

**Executive Session:**

Not needed.

**Application for Initial RRT Licensure:**

**Sideeka Ajulo - A motion was made** to grant licensure. (Urlacher/Vogel/carried) [Roll call vote: Stone (y); Vogel (y); Urlacher (y); Frisk (y)] [Erickson; Honeycutt absent]

**Jonathan Gifford - A motion was made** to issue a conditional license. (Urlacher/Stone/carried) [Roll call vote: Stone (y); Vogel (y); Urlacher (y); Frisk (y)] [Erickson; Honeycutt absent]

**A motion was made** amend the previous decision and grant full licensure rather than conditional licensure. (Vogel/Urlacher/carried) [Roll call vote: Stone (y); Vogel (y); Urlacher (y); Frisk (y)] [Erickson; Honeycutt absent]

**Adjourn:**

Meeting adjourned at 4:31 PM.

**Respectfully submitted,**

**Ron Frisk, Chair**

**Nikki Owings, Assistant Secretary**