

**North Dakota State Board of Respiratory Care  
April 8, 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 9:00 AM.

**Present:**

Board Members – Abby Erickson; Robyn Urlacher; Barbara Andrist; Ron Frisk; Dr. Karol Kremens; Amy Hinger.

Others –Nikki Owings, Board Office; Allyson Hicks, Legal Counsel.

**Absent:**

Jody Vogel.

**Minutes:**

A **motion was made** to approve the meeting minutes of March 25, 2020.

(Andrist/Urlacher/carried) [Roll call vote: Andrist (y); Frisk (y); Urlacher (y); Kremens (y); Hinger (y); Erickson (y)] [Vogel absent]

**Application for Initial Licensure:**

**James McHadden - A motion was made** to issue a conditional license until such time as McHadden provides the court judgment or the state of emergency is lifted, whichever comes sooner, and the Board will then consider his application for full licensure.

(Andrist/Kremens/carried) [Roll call vote: Andrist (y); Frisk (y); Urlacher (y); Kremens (y); Hinger (vote could not be heard); Erickson (y)] [Vogel absent]

**Application for Licensure by Reciprocity:**

**Karla Rocha - A motion was made** to grant licensure as California’s licensure requirements are substantially the same as North Dakota’s requirements. (Frisk/Andrist/carried) [Roll call vote: Andrist (y); Frisk (y); Urlacher (y); Kremens (y); Hinger (y); Erickson (y)] [Vogel absent]

**COVID-19 Issues:**

**Executive Order - A motion was made** to approve the procedure for the Board Office to accept applications for temporary licensure as per Executive Order 2020-20 and to issue said temporary licenses. (Kremens/Frisk/carried) [Roll call vote: Andrist (y); Frisk (y); Urlacher (y); Kremens (y); Hinger (y); Erickson (y)] [Vogel absent]

A **motion was made** to issue temporary conditional licensure to North Dakota State University students with documented competencies as follows: oxygen therapy; arterial blood gas puncture and analysis; pulmonary hygiene/chest physiotherapy; hyperinflation; noninvasive ventilation; respiratory assessment; airway suctioning; respiratory medication delivery; documentation; this does not include invasive mechanical ventilation; the Board Office may issue said licensure after consideration by Robyn Urlacher. (Urlacher/Kremens/carried) [Roll call vote: Andrist (y); Frisk (y); Urlacher (y); Kremens (y); Hinger (y); Erickson (y)] [Vogel absent]

A **motion was made** to issue conditional licensure to practice during the state of emergency to University of Mary 2020 respiratory therapy graduates upon successful completion of an application and confirmation with a University of Mary professor. (Urlacher/Andrist/carried) [Roll call vote: Andrist (y); Frisk (y); Urlacher (y); Kremens (y); Hinger (y); Erickson (y)] [Vogel absent]

The Board considered Melissa Hauer, North Dakota Hospital Association e-mail regarding an individual with a 6-year lapsed license from Montana seeking emergency licensure in North Dakota. The Board cannot go outside of the Executive Order 2020-20. No action will be taken.

**Criminal History Background Checks** – All applications received by the Board from this date through the end of the state of emergency will be handled as conditional licensure applications and therefore no background checks will be required. Once the state of emergency is lifted, the conditional licensees will be required to complete a criminal history background check in order for their licenses to become full licenses.

**School Documents for Licensure Application** - A **motion was made** all school documentation must be submitted once available in order for conditional licensure to be lifted. (Andrist/Frisk/carried) [Roll call vote: Andrist (y); Frisk (y); Urlacher (y); Kremens (y); Hinger (y); Erickson (y)] [Vogel absent]

**Pulmonary Airway Support Training Curriculum** – The Board has no legal authority to grant blanket approval for a training curriculum.

**Adjourn:**

Meeting adjourned at 10:14 AM.

**Respectfully submitted,**

**Abby Erickson,  
Chair**

**Nikki Owings,  
Assistant Secretary**