

ND BOARD OF CLINICAL LABORATORY PRACTICE
January 12, 2016
State Health Department, Rm. 206, State Capitol, Bismarck, ND
Minutes

Call to Order: The Board Chair, Sandra Matthey, called the meeting to order at 10:00 AM.

Present: Board Members: Sandra Matthey – Chair, Sherry Melby – Secretary, Bruce Pritschet, Tom Tupa, Kyle Handegard (via phone), Ruth Paur (via phone).
Others: Nikki Owings; Dave Schaible, Legal Counsel; John Tyler, Legal Counsel.

Absent: Dr. Koponen

Minutes: It was **moved and seconded** to approve the October 13, 2015, October 29, 2015, and November 17, 2015 minutes. (Tupa/Melby/carried)

Financial Report: The report was through the first five months of the 2-year budget cycle. Expenses are all in line with the budget at this point. Handegard moved a \$15,000 CD to checking to cover the first payment of the web site project.

It was **moved and seconded** to accept the financial report as presented.
(Melby/Tupa/carried)

APT, Inc. Contract: It was **moved and seconded** to authorize Matthey to sign an extension of the contract by the appropriate method; contract will extend 6 months, to August 1, 2016, at the current rate of \$2389/mo. (Paur/Melby/carried) [Roll call: Pritschet (y), Melby (y), Tupa (a), Paur (y), Handegard (y), Matthey (y)] [Koponen absent]

OLD BUSINESS

Blood Glucose Testing Certification:

Some minor changes were suggested to the on-line process. The Administrative Rules must be amended prior to the implementation of the certification process. Legal Counsel will make sure the Board has authority to exempt the blood glucose testing from supervision.

It was **moved and seconded** to accept the Blood Glucose Testing Certification on-line process with the suggested changes and activate it on the effective date of the amended rules. (Pritschet/Tupa/carried) [Roll call: Pritschet (y), Melby (y), Tupa (y), Paur (y), Handegard (y), Matthey (y)] [Koponen absent]

Administrative Rules Committee Update:

The Administrative Rules Committee consisting of Tupa, Pritschet, and Melby will meet with Legal Counsel and bring a more finalized draft to the Board. The Board will try to meet the deadline for the June Legislative Committee meeting.

Website Development:

The Board will allow paper license renewal applications for the 2016 renewal. However, it will not send the applications with the renewal notice. **[Bd. Office]**

It was **moved and seconded** the Board will change the format of the existing and future license numbers to a more web-based format of the last two digits of the year of issue followed by four digits and then the MT or MLT designation, i.e. 16-0001-I. (Paur/Pritschet/carried) [Roll call: Pritschet (y), Melby (y), Tupa (y), Paur (y), Handegard (y), Matthey (y)] [Koponen absent] **[Bd. Office]**

The Specialist license category was discussed. The Board will keep the law and administrative rules as is regarding this category. Matthey will forward a list of the possible specialist types to the Board office for input into the new web database. **[Matthey]**

NEW BUSINESS**Application for MT Licensure:**

Cheryl Robertson – It was **moved and seconded** to seek further information from Robertson regarding her academics. (Tupa/Melby/carried) [Roll call: Pritschet (y), Melby (y), Tupa (y), Paur (y), Handegard (y), Matthey (y)] [Koponen absent]

Election of Officers:

It was **moved and seconded** to re-elect Matthey as Chair and Handegard as Treasurer. (Tupa/Paur/carried) [Roll call: Pritschet (y), Melby (y), Tupa (y), Paur (y), Handegard (y), Matthey (y)] [Koponen absent]

Next Meeting Date:

April 12, 2016

10:00 am

Rm. 206 State Capitol, Bismarck, ND

OTHER**Exam Scores:**

The Board will allow a photocopy of the applicant's national certification as verification of passing a national certifying examination.

ADJOURN

Meeting adjourned at 11:45 am.

Respectfully submitted,

Sandra Matthey, Board Chair

Sherry Melby, Board Secretary