

ND BOARD OF CLINICAL LABORATORY PRACTICE
October 10, 2017
NDBCLP Office, 2900 E. Broadway Ave., Ste. 2, Bismarck, ND
Minutes

- Call to Order:** The Board Chair, Ruth Paur, called the meeting to order at 10:00 AM.
- Present:** Board Members: Ruth Paur- Chair (via phone), Sherry Melby – Secretary, Tom Tupa, Dr. Koponen, Christie Massen, James Breen.
Others: Nikki Owings; Dave Schaibley, Legal Counsel.
- Absent:** Vacant consumer position
- Minutes:** It was **moved and seconded** to approve the July 11, 2017, July 27, 2017, and September 25, 2017 minutes. (Tupa/Breen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)]
- Financial Report:** The report was through two months of the 2-year budget cycle. The Board reviewed the report. Three CDs were moved to BNC Bank for better rates; one CD was cashed out and put into the checking account.
- It was **moved and seconded** to accept the financial report as presented and to authorize Tom Tupa, Board member, Bill Kalanek and Nikki Owings of APT, Inc. to be listed as signers for any and all accounts and to carry out any and all financial transactions needed to serve the financial needs of the ND Board of Clinical Laboratory Practice.
(Breen/Massen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)]
- Annual Financial Report:** It was **moved and seconded** to maintain the Board’s current biennial audit process.
(Massen/Koponen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)]
- APT, Inc. Contract:** Owings from APT, Inc. departed the room.
- The Board discussed the possibility of extending the contract with APT, Inc. by signing a mutual written agreement.
- It was **moved and seconded** to extend contract with APT, Inc. to thirty days after the date the procurement process for selection of a vendor is complete.
(Breen/Koponen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)]
[Legal Counsel]
- The Board also asked legal counsel to draft the contract amendment.

The Board discussed which vendors, in the State Procurement Office's vendor pool related to board management services, to seek proposals from.

It was **moved and seconded** to direct Paur and the State Procurement Office send out the Participating Addendum related to contracting with a board management services vendor, they send the Participating Addendum to, and seek proposals from, all six vendors in the State Procurement Office's vendor pool. (Melby/Massen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)] **[Paur]**

Owings from APT, Inc. returned to the room.

OLD BUSINESS

Request for Exemption of Test/Method:

Alere i Influenza A & B by PCR Method- It was **moved and seconded** to deny all exemption requests for PCR (polymerase chain reaction) methods until manufacturers can reduce contamination risk. (Breen/Massen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)] **[Bd. Office]**

Alere i Strep A by PCR Method- It was **moved and seconded** to deny all exemption requests for PCR (polymerase chain reaction) methods until manufacturers can reduce contamination risk. (Breen/Massen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)] **[Bd. Office]**

Roche cobas Liat Strep A by PCR Method - It was **moved and seconded** to deny all exemption requests for PCR (polymerase chain reaction) methods until manufacturers can reduce contamination risk. (Breen/Massen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)] **[Bd. Office]**

Roche Influenza A/B by PCR Method - It was **moved and seconded** to deny all exemption requests for PCR (polymerase chain reaction) methods until manufacturers can reduce contamination risk. (Breen/Massen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)] **[Bd. Office]**

Application for Specialist License for Cytotechnologist:

Jarah Gilstad- It was **moved and seconded** to deny the application as the education program and national certifying examination are not recognized by the Board. (Massen/Breen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)] **[Legal Counsel]**

Tracy Hight - It was **moved and seconded** to deny the application as the education program and national certifying examination are not recognized by the Board. (Massen/Breen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)] **[Legal Counsel]**

NEW BUSINESS

Request for Clearview Complete HIV ½ Assay name change:

It was **moved and seconded** to approve Chembio Sure Check HIV ½ as a replacement for Clearview Complete HIV ½ assay. (Massen/Koponen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)] **[Bd. Office]**

Application for MLT License:

Dylan Schmidt - It was **moved and seconded** to grant the application.
(Tupa/Koponen/carried) [Roll: Tupa (y); Massen (y); Breen (y); Koponen (y); Melby (y); Paur (y)]
[Bd. Office]

Breath Alcohol Testing:

The Board will respond to Ms. Laura Hagen of Altru stating the Board cannot offer legal advice or an advisory opinion, it strongly encourages Altru to seek the legal advice of their attorney, and to specifically review N.D.C.C. 43-48-01(5) regarding the scope of practice.
[Legal Counsel & Paur]

Verifying Lab Results:

The Board will respond to Ms. Kjellerson of Essentia Health that the Board cannot offer legal advice or an advisory opinion, and this appears to be an institutional decision.
[Legal Counsel]

Continuing Education Statement:

The Board's current practice is to verify all licensees have completed the required continuing education prior to granting renewal of licensure. Therefore, the proposed statement is not needed.

Legal Advice to Licensees and Public:

Legal counsel reminded the Board it cannot offer legal advice or advisory opinions to licensees or the public.

Use of Private/Work E-mail for Board Business:

Open records requests require Board members to release any and all e-mails, file, etc. related to Board business. Therefore, it is recommended Board members keep the Board materials in a separate file and use a separate e-mail account for Board business only.

Board Appointments:

One consumer position is open for appointment. The Board will forward any possible names to the Board office or directly to the Governor's office for consideration.

2018 Meeting Dates:

October 27, 2017	10:00 AM	Conference call
Special Meeting regarding management contract.		
January 9, 2018	10:00 AM	NDBCLP Office
April 10, 2018	10:00 AM	NDBCLP Office
July 10, 2018	10:00 AM	NDBCLP Office
October 9, 2018	10:00 AM	NDBCLP Office

Other:

Inquiry from Maggie Boyadjian – The Board will respond Ms. Boyadjian should follow the receiving laboratory's accrediting guidelines. The Board does not license laboratories.
[Legal Counsel and Paur]

ADJOURN

Meeting adjourned at 12:22 PM.

Respectfully submitted,

Ruth Paur, Board Chair

Sherry Melby, Board Secretary