

ND BOARD OF CLINICAL LABORATORY PRACTICE
October 11, 2022
NDBCLP Office, 2900 E. Broadway Ave., Ste. 2, Bismarck, ND
Minutes

Call to Order: The Board Chair, Jim Breen, called the meeting to order at 10:00 AM. The Board met by remote means.

Present: Board Members: Jim Breen- Chair; Sherry Melby – Secretary; Tom Tupa; Dwight Barth; Daniel Sivak; Christie Massen.
Others: Nikki Owings, Board Office; Dave Schaibley, Legal Counsel.

Absent: Dr. Mark Koponen.

{Massen absent}

Minutes: It was **moved and seconded** to approve the minutes from June 28, 2022, August 22, 2022, and September 20, 2022. (Tupa/Barth/carried) [Roll call: Sivak (y); Tupa (y); Barth (y); Melby (y); Breen (y)] [Koponen and Massen absent]

{Massen present}

Financial Report:

Financial Report – Financial report was for fourteen months into the budget cycle.

It was **moved and seconded** to approve the report as presented and to move \$400.00 from the line item Board Meetings/Travel to line item Office Supplies and move \$1100.00 from line item Board Meetings/Travel to line item ITD E-mail/File Rep/VPN. (Tupa/Massen/carried) [Roll call: Sivak (y); Tupa (y); Barth (y); Melby (y); Massen (y); Breen (y)] [Koponen absent]

Budget Adjustments - It was **moved and seconded** to approve the report as presented and to move \$400.00 from the line item Board Meetings/Travel to line item Office Supplies and move \$1100.00 from line item Board Meetings/Travel to line item ITD E-mail/File Rep/VPN. (Tupa/Massen/carried) [Roll call: Sivak (y); Tupa (y); Barth (y); Melby (y); Massen (y); Breen (y)] [Koponen absent]

ITD VPN/File Share Discussion – The Board will cancel its VPN/File Share service with ITD as it does not have a need for it at this time.

1099 Reporting for Board Members – The Board will begin issuing 1099 Statements to members who receive stipends over the amount of \$600.00 in a one-year period.

Application for Specialist Provisional Permit:

Kaitlyn Paulson - It was **moved and seconded** to grant the provisional permit pending receipt of the official transcript. (Massen/Melby/carried) [Roll call: Sivak (y); Tupa (y); Barth (a); Melby (y); Massen (y); Breen (y)] [Koponen absent] [Barth abstained from discussion and voting due to conflict of interest.]

Review of Licenses/Provisional Permits Issued 6/28/2022 to 9/27/2022:

It was **moved and seconded** to ratify the licenses and provisional permits issued.
(Melby/Massen/carried) [Roll call: Sivak (y); Tupa (y); Barth (y); Melby (y); Massen (y);
Breen (y)] [Koponen absent]

Other: Nothing discussed.

2023 Meeting Dates:

January 10, 2023-Regular meeting	1:00 PM	By remote means;
April 11, 2023-Regular meeting	1:00 PM	By remote means;
July 11, 2023-Regular meeting	1:00 PM	By remote means;
October 10, 2023-Regular meeting	1:00 PM	By remote means.

Adjourn: Meeting adjourned at 10:35 AM.

Respectfully submitted,

Jim Breen, Board Chair

Sherry Melby, Board Secretary

Licenses issued 6/28/2022 through 9/27/2022:

Last Name	First Name	Category
Ayodele	Kabiru	Specialist
Benzon	Kathleen	Clinical Laboratory Scientist/Medical Technologist
Boswell	DeAndre	Clinical Laboratory Technician/Medical Laboratory Technician
Castillo	Maryrey	Clinical Laboratory Scientist/Medical Technologist
Cuenco	Ria Danica	Clinical Laboratory Scientist/Medical Technologist
Edquilang	Imari	Clinical Laboratory Scientist/Medical Technologist
Gaines-Lewis	Daniel	Clinical Laboratory Scientist/Medical Technologist
Gatz	Maya	Clinical Laboratory Scientist/Medical Technologist
Gould	Peggy	Clinical Laboratory Technician/Medical Laboratory Technician
Guerrero	Maan	Clinical Laboratory Scientist/Medical Technologist
Jensen	Alexis	Clinical Laboratory Scientist/Medical Technologist
Kidwell	Jacob	Clinical Laboratory Scientist/Medical Technologist
Larson	Marissa	Clinical Laboratory Technician/Medical Laboratory Technician
Lucero	Camille	Clinical Laboratory Scientist/Medical Technologist
Mccowan	Teresa	Clinical Laboratory Scientist/Medical Technologist
Olsen	Virginia	Clinical Laboratory Scientist/Medical Technologist
Pennebaker	Andres	Clinical Laboratory Technician/Medical Laboratory Technician
Primacio	Jay Kevin	Clinical Laboratory Scientist/Medical Technologist
Pura	Pauline Nicole	Clinical Laboratory Scientist/Medical Technologist
Quilas	Ma. Christine Cleo	Clinical Laboratory Scientist/Medical Technologist
Raines	Sasha	Clinical Laboratory Scientist/Medical Technologist
Schaumann	Ginny	Clinical Laboratory Technician/Medical Laboratory Technician
Shafer	Maddisen	Clinical Laboratory Scientist/Medical Technologist
Skadsem	Kylie	Clinical Laboratory Scientist/Medical Technologist
Taylor	Jessica	Clinical Laboratory Scientist/Medical Technologist
Terrazas	Sheila	Clinical Laboratory Technician/Medical Laboratory Technician
Trevino	Karen	Clinical Laboratory Scientist/Medical Technologist
Vassell	Jessica	Clinical Laboratory Scientist/Medical Technologist
Wever	Matthew	Specialist
Younis	Fawaz	Clinical Laboratory Scientist/Medical Technologist

Provisional Permits issued 6/28/2022 through 9/27/2022:

Mandy Cook

Jessica Vassell

Olivia Waswick