

North Dakota
State Board of Examiners
on
Audiology and Speech-Language Pathology

Meeting Minutes

The North Dakota State Board of Examiners on Audiology and Speech-Language Pathology held a regular board meeting Friday October 27th 2023.

Date: October 27th 2023

Time: 12:30pm

Location: APT, Inc

2900 East Broadway Ave. Suite #2
Bismarck, ND 58501

I. Call to Order

Dr. Robyn Zeltinger-President Presiding

Courtney Olson-SLP Licensing Secretary

Dr. Matthew Miller-Treasurer

Dr. Krystal Mann-Audiology Licensing Secretary

Amber Fox

Brian Barrett, APT, Inc

Matt Menge, Assistant Attorney General

II. Meeting Minute Review

A. July 19th Meeting Minute Review

Courtney Olson: Motion to approve minutes

Krystal Mann: 2nd the motion

Vote: All Aye

B. September 28th Special Meeting Minute Review

Robyn Zeltinger: Motion to approve minutes

Matt Miller: Motion to approve minutes

Vote: All Aye

IV. Financials

A. Treasure Report

- 1. Analysis of Revenue and Expense**
- 2. Balance Sheet**
- 3. Profit and Loss**

Matt Miller: Motion to approve Treasurer Report

Courtney Olson: 2nd the report

Vote: All Aye

V. Applications-Licensure Secretary Report

A. Applications approved under Chair authority include:

Jennifer Landendorf, SLP 2456
James Dulka, SLP 2458
Jeremy Swanson, Aud 2460
Lindsey Schirado, SLP 2462
Cassie Stroud, SLP 2464
Elizabeth Kinney, SLP 2466
Sydney Kurtzweg, SLP 2468
Laura Wolf, Aud 2470
Kristen Dolce, SLP 2472
Lena Pendlebury, SLP 2474
Melissa Quiceno, SLP 2476
D'Arcy Ponce, SLP 2478
Katherine O'Keeffe, SLP 2480
Asha Throntveit, SLP 2482
Carolyn Artime, SLP 2484
Abigail Goldenstein, SLP 2486
Patricia Labella, SLP 2488
Shanell Latta, SLP 2490
Jaime Washburn, SLP 2492
Julianne Cameron, SLP 2494
Katelyn Roden, SLP 2496
Mikala Schmitz, SLP 2498
Kimberly Fisher, SLP 2500
Garrett Sterling, SLP 2502
April Victoria, Aud 2504
Berlyn Salwey, SLP 2506
Gabrielle Brown, SLP 2508
Nialani Green, SLP 2510
Marcia Gaetz, SLP 2512
Andrea Goertzen, SLP 2514

Ellanna Sturma, SLP 2516
Kelsey Wagner, SLP 2518
Lisa Greer, SLP 2520
Devon Huning, Aud 2522
Lyndee Crawford, SLP 2524
Megan Goldade, SLPLA 2526
Lauren Chou, SLP 2528
Brian Connelly, SLP 2530
Heidi Kalina, SLP 2532

Robyn Zeltinger: Motion to Ratify license approved by the Licensing Secretary

Krystal Mann: 2nd the Motion

Vote: All Aye

VI. Old Business

A. ND Administrative Rule

1. Subcommittee Administrative Rule review

Board agreed to change 11-02-01-01 1. b. and add the following:

- b. An official transcript issued by the educational institution from which the degree was received verifying completion of undergraduate and graduate degrees.*

The Board agreed to change 11-02-01-04 4. By adding the language below:

- 4. If the completed application for renewal, renewal fee, and proof of completion of continuing education are not filed before the first day of each year, the license shall expire and the renewal must be completed before January 31st. ~~the licensee shall pay the late fee associated with the license. ???~~*

The Board agreed to change 11-01-01-01 (1) as follows:

- 1. History and function. The 1975 legislative assembly passed legislation to license audiologists and speech-language pathologists, codified as North Dakota Century Code chapter 43-37. In 1983 chapter 43-37 was revised. This chapter requires the governor to appoint a state board of examiners on audiology and speech-language pathology. It is the responsibility of the board to license audiologists and speech-language pathologists and Speech-language pathology licensed assistants.*

The Board agreed to change 11-02-01-08 1. (a) & (b) as follows

- a. "Direct supervision" means face-to-face contact that occurs either in-person or through video conferencing. Activities that occur during direct supervision include observation, modeling, cotreatment, discussions, and teaching. "Direct supervision" means face-to-face contact that occurs either in-person or through video conferencing. Activities that occur during direct supervision include SLP observation of the practicing SLPLA, SLP modeling*

for the SLPLA, and cotreatment between the SLPLA and supervising SLP on a single client.

- b. "Indirect supervision" means other than face-to-face contact. Activities that occur during indirect supervision include telephone conversations, written correspondence, review of documentation, electronic exchanges, review of recorded sessions, or other methods using secure telecommunication technology.*

The Board agreed to change 11-02-01-08 2. as follows:

- 2. Minimum qualifications for a speech-language pathology licensed assistant. A bachelor's degree in speech-language pathology or communication disorders as approved by the board that includes a minimum of six semester credit-hours in disordered communication, a minimum of three semester credit-hours in clinical techniques, and successful completion of one hundred hours of direct clinical experience overseen by a supervising speech-language pathologist or equivalent work experience as approved at the discretion of the board.*

The Board agreed to change 11-02-01-08 3. (d) 2. below as follows:

- (2). Assist during assessment as developed and directed by the supervising speech- language pathologist. ~~In carrying out assessments,~~ a speech-language pathology licensed assistant may not provide a clinical interpretation. Speech-language pathology licensed assistants may not administer assessments.*

The Board agreed to change 11-02-01-08 3. (d) 4. below as follows:

- 4. Document consumer performance and report this information to the supervising speech-language pathologist. Document client/patient/student performance and report this information to the supervising SLP.*

The Board agreed to change 11-02-01-08 3. (d) 6. below as follows:

- 6. Demonstrate to and share information with ~~consumers~~ Patient/client/student regarding feeding and swallowing strategies developed and directed by the supervising speech-language pathologist.*
- a). Participate in formal parent or guardian conferences, case conferences, or an interdisciplinary team with the presence of the supervising speech-language pathologist.*

The Board agreed to change 11-02-01-08 4. (a) as follows:

- a. A speech-language pathology licensed assistant must be supervised by a licensed speech-language pathologist who has been actively practicing for a minimum of ~~three of the last five years~~ 18 months post initial licensure.*

The Board agreed to change 11-02-01-08 4. (b) as follows:

- b. A speech-language pathologist may be the supervisor of record for no more than ~~two~~ three speech-language pathology licensed assistants at the same time.*

The Board decided that 11-02-01-08 4. (c) & (d). will be reviewed in the subcommittee. The Board also decided that Amber Fox will join the subcommittee and they will review the SLPLA as it is written in the ND administrative Rules.

It was agreed that Brian will compile the suggested changes and distribute them to the subcommittee via email for further review.

B. Records Retention policy

Per AAG Matt Menge, the Board can put a "records retention policy" in the ND Administrative Rules or put as an internal policy by the Board. Matt encouraged a "written policy manual" focusing on other policies applicable to this licensing board. Matt recommended that a records retention policy be included in this manual.

The Board questioned if Matt could help draft a Policy Manual. Although Matt is able to help, he recommended that the Board decide what types of records should be kept?

It was decided that Matt will contact Brian and discuss what type of documents are in licensee files and create some general language as to what needs to be retained. Once this language is created, he will send this to Amber Fox for review.

B. NCSB Conference Report from Courtney Olson

Update from Courtney Olson who attended the NCSB Conference:

1. Websites are considered social media.
Board discussed placing a link to virtual meetings on the agenda

Courtney Olson: Motion to put the Zoom link on the agenda for each meeting

Amber Fox: 2nd the motion

Vote: All Aye

2. Board members going to college programs and talking about licensure.

Robyn indicated that she will record a lesson about licensure and distribute this information.

3. Term limits

The Board reviewed Term limits as they are written in the ND Century Code and Administrative Rules. They also discussed the benefits of serving more than 2 successive 3 year terms.

The Board questioned if someone can re-join the board after 3 years (1 term)?

Matt Menge will discuss with Dustin at the Governor's office. He will also discuss Robyn Zeltinger's term status. Robyn was initially appointed on 3-6-2019 through 6-30-21 which is only 2 years. She was then appointed to a second term from 7-1-2021 to 6-30-2024 which is 3 years. This should equal 6 years and it does not.

4. ASHA new code of Ethics

This topic centered around English proficiency tests. Matt Menge advised that if something like this were to be implemented, the Board would need to introduce legislation. Matt reminded the Board that the ND Legislature is very cognizant of work force development and they will not support anything that they see as a barrier to licensure. If the Board were to introduce such legislation, substantial justification would be necessary.

5. Universal Licensure Recognition

Courtney Olson explained that Universal Licensure Recognition allow practitioners to receive a ND license if they are license in another state.

Matt Menge advised that would require a change to the ND Century Code. The Board decided that more discussion and investigation is needed.

6. Cerumen management and Prescription Hearing Aids

Courtney advised that this explored the Scope of Practice with regard to audiologists and Hearing Aid Specialists

C. WSI Update

Brian has been in contact with WSI about an application. This has been requested several times but nothing has been received.

D. Outreach for Amber's replacement

Matt Menge advised that he will reach out to Dustin about Hannah Campbell, send some follow up documentation.

E. Budget Review

The Board reviewed budget and agreed on listing projected revenue at \$77,000 and an extra expense of \$750 for Matt Menge's conference.

Robyn Zeltinger: Motion to approve Budget for the 2023-2024 year

Courtney Olson: 2nd the motion

Vote: All Aye.

VII. New Business

A. Hearing Aid Specialist Board and Putting information on NDSBE Aud & SLP Website

The Board discussed this issue and decided to put language on the website advising audiologists of the Hearing Aid Specialist Board

Krystal Mann will create this language and forward it to Brian.

Robyn Zeltinger: Motion to direct individuals to the hearing aid Specialist Board on the website

Krystal Mann: 2nd the motion

Vote: All Aye.

B. CE Request Review

1. What Happened to You Book Study

The Board reviewed this request and decided more information is needed. More specifically, since some work was completed in 2022, a breakdown of the activities completed in 2023 is needed so the hours can be calculated. Also, it would be helpful to know what topics were of the main focus in 2023. Brian will relay this information.

2. Ethical Use of ChatGPT

The Board reviewed this request and questioned how this relates to speech language pathology.

Matt Miller: Motion that the ChatGPT request not be used as CE for renewal

Robyn Zeltinger: 2nd the motion

Vote: All Aye

C. Receiving Official Transcripts from universities being mandatory

The Board discussed and decided that official transcripts need to be received from the educational institution.

*Courtney Olson: Motion that Board mandate that official transcripts are received directly from
The educational institution.*

Robyn Zeltinger: 2nd the motion.

Vote: All Aye

D. Gmail and purchasing more storage

Per Brian, Gmail storage is up to 88%. Brian will look into the cost of increasing this and bring information to the next meeting.

E. Medicaid Newsletter: Provides up-to-date information to Medicaid enrolled providers. Link on website?

The Board discussed having this option and agreed it would be beneficial.

Robyn Zeltinger: Motion to include the link to the Medicaid newsletter on the NDSBE Website

Courtney Olson: 2nd the motion.

Vote: All Aye

F. Letter from Labor Commissioner on:

- 1. Administration licensure practices**
- 2. CE practices**
- 3. Responses to future questionnaire**
- 4. Available dates March 1-Aug 31**

The Board reviewed and discussed this letter and agreed it would be beneficial to have Brian and 2 other Board members meet the Labor Commissioner to discuss the items above. Courtney Olson and Robyn Zeltinger advised that they could meet sometime in May. Courtney and Robyn will identify some dates and relay this to Brian. Once received, Brian will contact the Labor Commissioner and set up a meeting.

G. Dates for 2024 Regular Board meetings

January 26th @ 12:30pm

April 12th @ 12:30pm

July 26th @ 12:30pm

October 18th @ 12:30pm

VIII. Adjourn. 3:18pm



Dr. Marin Almer-Recording Secretary

4-3-24

Date

Where noted, the discussion of some of the above topics may be held in executive session rather than during the portion of the meeting that is open to the public. If this is a regular meeting, additional topics may be discussed. If this is a special or emergency meeting, the governing body's discussion will be limited to the topics and executive sessions listed above. If so, include: (may require Executive Session per NDCC 44-04-19.1(2) due to possible need for attorney consultation)