

**Minnesota Board of Nursing  
Board Member Development Work Group  
Meeting Minutes**

February 7, 2014  
Board of Nursing Conference Room  
2829 University Avenue SE, Suite 200  
Minneapolis, MN

**Members Present:** Deb Haagenson and Chris Norton

**Members Absent:** Jeanine Gangeness

**Staff Present:** Shirley A. Brekken, Executive Director

**Call to Order:** President Haagenson called the meeting to order at 8:30 a.m.

Strategic Initiative 2.A. is directed at board member development. Work Group members discussed the need to develop a survey to determine board member collective and individual learning needs.

**Areas of assessment identified to be included in a survey were:**

- 1) orientation for new board members (including effectiveness of the coaching program);
- 2) understanding the powers of the Board in the functional areas of licensure, education, discipline and practice;
- 3) resources and availability (what tools are there and where are they; online or hard copy); and
- 4) what are annual reoccurring reports or activities.

**Questions/Ruminations**

- Board members cannot be expected to have the same level of knowledge of board staff. It is board staff's every day job. What is enough for a board member and how do board members access the staff as a resource?
- Board members sometimes ask how to print documents from the EDMS.
- The computer "shuts off" at 25 minutes. Is that time too short?
- How to learn protocol for discipline conferences?
- Are we aiming at "paperless" or "less paper"? What resources should be available on-line? By paper?
- How do we determine the collective need and the individual need of board members?
- How should board member development be conducted:
  - Face-to-face?
  - Materials to read?
  - Dedicated time at each board meeting?
  - All board education day?
  - Retreat?

**Next Steps**

S. Brekken will explore staff expertise to develop the needs survey and seek input from staff as to how they perceive board member learning needs.

**Adjournment**

The meeting adjourned at 9:45 a.m.

Recorded by Shirley Brekken