

MINNESOTA BOARD OF NURSING  
BOARD MEETING MINUTES – PUBLIC SESSION  
October 2, 2025

President Jessica Miehe called the meeting to order at 8:32 a.m. on October 2, 2025, at 1210 Northland Drive, Suite 120, Mendota Heights, MN 55120. The meeting was hybrid, conducted in person and virtually. A roll call of Board members was completed and a quorum declared. All votes were recorded by roll call.

<u>Members Present</u>	<u>Members Absent</u>
Sandra Anderson Katlynn Berntson Summer Hagy Trisha Jensen Rhonda Johnson Latasha Lee Jacqueline Lloyd Cunningham Katherine Lynch Jessica Miehe Joseph Owen Cindy Petty Tracy Sonterre-Rieger Patrick Soria Maria Tran	Lynette How
Staff (present at various times)	
Dana Baker Judy Berger Kim Bui Stephanie Cook JaCinda Downs Samantha Eix Mariclaire England Caren Gaytko Lynne Haggar Sherry Hoffman Karen Holicky Lajeana Iverson	Heidi Kostelac Leslie Larson Megan Leach Sheryl Meyer Luann Pihlstrom Kate Reimers Deb Schuhmacher Angela Serfling Stephen Shaffer Kristi Testa Deb Topham Melissa Wolfe
Legal Counsel	
Hans Anderson, AAG	

### Mission Statement

S. Hagy read the Board mission statement to remind members of the Board's purpose:  
*"The mission of the Minnesota Board of Nursing is to protect the public's health and safety through regulation of nursing education, licensure and practice."*

### Approval of Board Meeting Agenda

**Motion** by C. Petty seconded by K. Lynch, to approve the October 2, 2025 board meeting agenda.

Vote: Yes – 12 (Anderson, Berntson, Hagy, Jensen, Johnson, Lloyd Cunningham, Lynch, Miehe, Owen, Petty, Sonterre-Rieger, Soria)  
No – 0; Abstain – 0; Absent – 3 (How, Lee, Tran)

Motion Carried

### President's Report

President Miehe informed the board that Board Secretary Summer Hagy's term ends in January 2026 and will attend her last board meeting in December. Also, L. How's second term ends January 2026. Election of Board officers will be held at the December board meeting. President Miehe asked board members to look at the strategic plan in preparation of their respective committee meetings.

### Executive Director Report

Executive Director Caren Gaytko gave an oral report of the following: Time of receipt of all licensure application paperwork to issuing of license remains about 24 hours. With discipline, we have approximately 880 cases with 15% greater than one year. There continues to be a focus on resolving cases that are between 9-12 months and looking particularly at how we reduce cases requiring signature, as that impacts the overall number. Mary Fandrich, Nurse Practice Specialist, resigned her position on September 4, and interviews have started. Caren informed the board that she has been in her position one year as of September 15.

**Public Comments** None

## **Consent Agenda**

<b>Agenda Item</b>	<b>Attachment</b>
Board Meeting Minutes: August 7, 2025	III.A
Financial Reports: Receipts FY26 & Manager's FY26	III.B.1, III.B.2
Licensure Statistics FY25: Mar-Apr 2025	III.C
Disposition of Complaints FY25: Mar-Apr 2025	III.D
HPSP Q3 Jan-Mar 2025 Report FY25	III.E
Executive Committee Meeting Minutes: May 19, 2025	III.F
Education Committee Meeting Minutes: January 2, 2025	III.G

**Motion** by C. Petty, seconded by J. Lloyd Cunningham, to approve the consent agenda.

Vote: Yes – 12 (Anderson, Berntson, Hagy, Jensen, Johnson, Lloyd Cunningham, Lynch, Mieh, Owen, Petty, Sonterre-Rieger, Soria)  
No – 0; Abstain – 0; Absent – 3 (How, Lee, Tran)

**Motion Carried**

## **Reports/Actions**

### **Recommendation to Board – Chamberlain University BSN Program Letter of Intent**

Deb Schuhmacher, Director for Education, and members of the Education Committee requested the Board approve the Letter of Intent, submitted by Chamberlain University, to establish a pre-licensure Bachelor of Science in Nursing program.

**Motion** by K. Berntson, seconded by K. Lynch, to approve the Letter of Intent to establish a pre-licensure Bachelor of Science in Nursing program submitted by Chamberlain University:

Vote: Yes – 14 (Anderson, Berntson, Hagy, Jensen, Johnson, Lee, Lloyd Cunningham, Lynch, Mieh, Owen, Petty, Sonterre-Rieger, Soria, Tran)  
No – 0; Abstain – 0; Absent – 1 (How)

**Motion Carried**  
Attachment IV.A

### **Request to Grant Approval of Rule Variance Petition – Ridgewater College PN**

Deb Schuhmacher, Director for Education, asked the board to review the request for rule variance to Minnesota Rule Chapter 6301.2340, Subpart 3.A.(10), for Ridgewater College Practical Nursing program to use one or two associate degree-educated faculty in two clinical courses during fall semester 2025 and possibly spring semester of 2026. This variance is time

limited until May 14, 2026. Program to be closely monitored of the situation including documentation of faculty status progression before the start of spring semester 2026, with recruitment efforts, new hire information, and an updated list of faculty teaching in the associate degree program for spring semester.

**Motion** by T. Jensen, seconded by J. Lloyd Cunningham, that the board approve the rule variance to Ridgewater College PN as stated above.

Vote: Yes – 3 (Johnson, Lloyd Cunningham, Lynch)

No – 11 (Anderson, Berntson, Hagy, Jensen, Lee, Miehe, Owen, Petty, Sonterre-Rieger, Soria, Tran)

Abstain – 0; Absent – 1 (How)

Motion Failed

After discussion, Board amended the motion to approve the rule variance petition until the end of the 2025 fall semester.

**Motion** by J. Owen, seconded by JT. Sonterre-Rieger, that the board approve the rule variance to Ridgewater College PN as stated above.

Vote: Yes – 14 (Anderson, Berntson, Hagy, Jensen, Johnson, Lee, Lloyd Cunningham, Lynch, Miehe, Owen, Petty, Sonterre-Rieger, Soria, Tran)

No – 0; Abstain – 0; Absent – 1 (How)

Motion Passed  
Attachment IV.B

#### Proposed 2026 Board Meeting Calendar

The Executive Committee presented the proposed 2026 Board meeting calendar for approval.

**Motion** by C. Petty, seconded by K. Lynch, to approve the 2026 Board Meeting Calendar.

Vote: Yes – 14 (Anderson, Berntson, Hagy, Jensen, Johnson, Lee, Lloyd Cunningham, Lynch, Miehe, Owen, Petty, Sonterre-Rieger, Soria, Tran)

No – 0; Abstain – 0; Absent – 1 (How)

Motion Passed  
Attachment V.A

### **Committee/Task Force Updates**

- Education Committee: partnerships with community organizations and investigating new internships and apprenticeships and looking at rule variances and what the board can weigh in on.
- Complaint Resolution Committee: has not met; no updates
- Nursing Practice Committee: has not met. Will be looking at joint practice statements. Have asked other boards to meet and review the practice statements. Will bring back to the board next year for approval.

### **Board Development**

Dr. Catherine Caldicott, MD, Medical Director PBI Education, and Leia Leiser, Vice President PBI Education gave a PowerPoint presentation on Remediation Intervention in Disciplinary Action.


### **Core Values – Responsiveness**

President Miehe asked board members to reflect on the core value of responsiveness – taking the initiative to communicate openly.

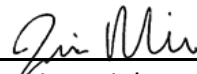
### **Adjourn**

President Miehe adjourned the public board meeting at 11:33 a.m.

Recorder:

  
\_\_\_\_\_  
Summer Hagy  
Secretary

Attest:

  
\_\_\_\_\_  
Jessica Miehe  
President