

**MINNESOTA BOARD OF NURSING  
BOARD MEETING MINUTES – PUBLIC SESSION  
December 4, 2025**

President Jessica Mieke called the meeting to order at 8:30 a.m. on December 4, 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>
Katlynn Berntson Lynette How Trisha Jensen Rhonda Johnson Latasha Lee Jacqueline Lloyd Cunningham Katherine Lynch Jessica Mieke Joseph Owen Cindy Petty Tracy Sonterre-Rieger Patrick Soria Maria Tran	Sandra Anderson Summer Hagy
Staff (present at various times)	
Dana Baker Judy Berger 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 Sandy Shaviss Deb Schuhmacher Angela Serfling Stephen Shaffer Deb Topham Melissa Wolfe
Legal Counsel	
Hans Anderson, AAG Drew Bredeson, AAG Jamal Zayed, AAG	

**Mission Statement**

L. How 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 December 4, 2025 board meeting agenda.

Vote: Yes – 9 (How, Jensen, Johnson, Lynch, Miehe, Owen, Petty, Sonterre-Rieger, Soria)

No – 0; Abstain – 0; Absent – 6 (Anderson, Berntson, Hagy, Lee, Lloyd Cunningham, Tran)

**Motion Carried**

**President’s Report**

President Miehe recognized Lynette How, Board Vice President, and Summer Hagy, Board Secretary, for their service to the board. Their terms are expiring on January 5, 2026. President Miehe reminded board members of committee meetings being held today.

**Executive Director Report**

Executive Director Caren Gaytko gave an oral report on the following: Licensure- time of receipt of all licensure application paperwork to issuing of license remains about 24 hours. Discipline/Compliance- approximately 1,000 cases with 15% older than one year. New strategy for reducing rescheduled conference implemented. Staffing updates- Zach Leonard joined as a nurse practice specialist and comes with regulatory and compliance experience.

**Public Comments None**

**Election of 2026 Board Officers**

President Miehe asked for nominations from the floor for 2026 board officers. L. How nominated J. Owen for Vice President, seconded by K. Lynch. Roll call vote was taken.

Vote: Yes – 9 (How, Jensen, Johnson, Lynch, Miehe, Owen, Petty, Sonterre-Rieger, Soria)  
No – 0; Abstain – 0; Absent – 6 (Anderson, Berntson, Hagy, Lee, Lloyd Cunningham, Tran)

Joseph Owen elected Vice President effective end of board meeting.

L. How nominated C. Petty for Secretary, seconded by J. Miehe.

Vote: Yes – 9 (How, Jensen, Johnson, Lynch, Miehe, Owen, Petty, Sonterre-Rieger, Soria)  
No – 0; Abstain – 0; Absent – 6 (Anderson, Berntson, Hagy, Lee, Lloyd Cunningham, Tran)

Cindy Petty elected Secretary effective end of board meeting.

L. How nominated J. Miehe for re-election as President, seconded by K. Lynch.

Vote: Yes – 9 (How, Jensen, Johnson, Lynch, Miehe, Owen, Petty, Sonterre-Rieger, Soria)  
No – 0; Abstain – 0; Absent – 6 (Anderson, Berntson, Hagy, Lee, Lloyd Cunningham, Tran)

Jessica Miehe re-elected President.

**Consent Agenda**

<b>Agenda Item</b>	<b>Attachment</b>
Board Meeting Minutes: October 2, 2025	III.A
Financial Reports: Receipts FY26 & Manager’s FY26	III.B.1, III.B.2
Licensure Statistics FY26: Sep-Oct 2025	III.C
Disposition of Complaints FY26: Sep-Oct 2025	III.D
HPSP Q1 Report FY26: Jul-Sep 2025	III.E
Executive Committee Meeting Minutes: November 17, 2025	III.F
Education Committee Meeting Minutes: September 9, 2025	III.G

**Motion** by C. Petty, seconded by T. Jensen, to approve the consent agenda.

Vote: Yes – 9 (How, Jensen, Johnson, Lynch, Miehe, Owen, Petty, Sonterre-Rieger, Soria)

No – 0; Abstain – 0; Absent – 6 (Anderson, Berntson, Hagy, Lee, Lloyd Cunningham, Tran)

Motion Carried

## Reports/Actions

### Continuing Approval of Accredited Programs

Deb Schuhmacher, Director for Education, and members of the Education Committee grant continuing approval to the following nursing programs based on compliance with all applicable rules:

- Capella University Master’s Degree Advanced Practice Nursing Program
- Capella University Post-Graduate Advanced Practice Certificate Nursing Program
- Century College Associate Degree Nursing Program
- Dakota County Technical College Practical Nursing Program

**Motion** by J. Miehe, seconded by C. Petty, to grant continuing approval to the above-listed accredited programs.

Vote: Yes –10 (How, Jensen, Johnson, Lee, Lynch, Miehe, Owen, Petty, Sonterre-Rieger, Soria)

No – 0; Abstain – 0; Absent – 5 (Anderson, Berntson, Hagy, Lloyd Cunningham, Tran)

Motion Carried  
Attachment IV.A

### Request to Grant Approval - Herzing University Letter of Intent Proposed Diploma PN Program

Deb Schuhmacher, Director for Education, and members of the Education Committee recommend the Board approve the Letter of Intent to establish a pre-licensure diploma practical nursing program submitted by Herzing University.

**Motion** by C. Petty, seconded by T. Jensen, to approve the Letter of Intent submitted by Herzing University to establish a pre-licensure diploma practical nursing program.

Vote: Yes –10 (How, Jensen, Johnson, Lee, Lynch, Miehe, Owen, Petty, Sonterre-  
Rieger, Soria)

No – 0; Abstain – 0; Absent – 5 (Anderson, Berntson, Hagy, Lloyd Cunningham,  
Tran)

Motion Carried  
Attachment IV.B

Recommendation to Grant Approval - Southwest Minnesota State University Letter of Intent  
Pre-Licensure Bachelor of Science in Nursing Program

Deb Schuhmacher, Director for Education, and members of the Education Committee recommend the Board approve the Letter of Intent to establish a pre-licensure Bachelor of Science in nursing program submitted by Southwest Minnesota State University.

**Motion** by K. Lynch, seconded by P. Soria, to approve the Letter of Intent submitted by Southwest Minnesota State University to establish a pre-licensure Bachelor of Science in Nursing program.

Vote: Yes –11 (How, Jensen, Johnson, Lee, Lynch, Miehe, Owen, Petty, Sonterre-  
Rieger, Soria)

No – 0; Abstain – 0; Absent – 4 (Anderson, Berntson, Hagy, Lloyd Cunningham,  
Tran)

Motion Carried  
Attachment IV.C

Request to Review Rule Variance Petition – MN West Community and Technical College PN

Deb Schuhmacher, Director for Education, and members of the Education Committee asked the board to review the request for rule variance to Minnesota Rule, Chapter 6301.2340, Subpart 3. A. (10), for the following program to utilize an associate degree educated nurse to teach in a shared teaching model with a master's or baccalaureate prepared faculty member, for one clinical course, during spring semester 2026. The board will require a faculty evaluation for the associate degree-prepared faculty member and a summary of student feedback from the program by the end of spring semester.

- Minnesota West Community and Technical College Practical Nursing Program

**Motion** by J. Owen, seconded by T. Jensen, to deny approval of rule variance petition submitted by Minnesota West Community and Technical College PN program.

Vote: Yes –7 (Jensen, Lynch, Miehe, Owen, Petty, Sonterre-Rieger, Soria)  
No – 2 (Johnson, Lee); Abstain – 2 (How, Tran); Absent – 4 (Anderson, Berntson,  
Hagy, Lloyd Cunningham)

Motion Carried  
Attachment IV.D

**Committee/Task Force Updates**

The Complaint Resolution, Education, and Nursing Practice committees will meet today from 12:30-1:30 p.m.

**Board Development**

Jennifer Eccles, Executive Director, and Lori Rhudy, Interim Chief Nurse Administrator - Winona State University, from the Center for Nursing Equity and Excellence, gave a PowerPoint presentation focusing on Baccalaureate and Above Academic Nursing Workforce: Trends, Challenges, and Strategic Opportunities.

Bradley Guye, from Ethics and Boundaries Assessment Services (EBAS), gave a PowerPoint presentation on ethical assessments for regulated and credentialed professionals.

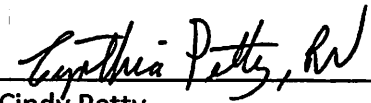
**Core Values – Accountability**

President Miehe asked board members to reflect on the core value of accountability – committing to public safety.

**Adjourn**

President Miehe adjourned the public board meeting at 11:51 a.m.

Recorder:

  
Cynthia Petty  
Secretary

Attest:

  
Jessica Miehe  
President