

Minnesota Board of Nursing
Complaint Resolution Committee
1210 Northland Drive, Suite 120
Mendota Heights, MN 55120
Virtual Meeting 5:30-6:30 p.m.
March 27, 2024

Minutes

Attendees: Kate Lynch (Committee Chair), Kate Bernstein, Shaunequa James, Deb Topham (Board staff)

- I. Call to order: Meeting called to order at 5:30 p.m.
- II. Review agenda – Deb Topham – focus on adoption of NCSBN Board Action Pathway
- III. Review MBN’s current philosophy regarding discipline – Deb reviewed.
- IV. Review NCSBN Board Action Pathway – Deb reviewed the Pathway.
 - a. Options – after discussion Committee agreed to recommend to the full Board (4/4/24 meeting) the following:
 - i. Trial the NCSBN Board Action Pathway during conferences for 6 months for practice errors and unprofessional conduct cases. (Excludes substance use, mental health issues, physical health issues, violation of Board orders, laws/regulations, etc.)
 - ii. Develop series of questions to assist Board members in determining aggravating and mitigating factors to determine between at-risk and reckless behaviors.
 - iii. Draft script for Board members to review in delivering panel decision after deliberation.
 - iv. After 6 months of trial use, then determine next steps.
- V. Committee also discussed frequency of meetings and agreed we could schedule and cancel if needed. Will meet briefly at Board meeting to discuss scheduling the next meeting.
 - a. Still have charge of determining metrics on complaints for reporting to the Board
- VI. Training materials to be developed include Board member scripts for conferences and materials related to the NCSBN Board Action Pathway

Next Meeting: TBD

Adjourn: Meeting adjourned at 6:39 p.m.

Recorder: D. Topham