

Minnesota Board of Nursing
Executive Committee Meeting Minutes

November 12, 2024, 3:00-4:00 pm
1210 Northland Drive #120, Mendota Heights, MN 55120
Virtual Meeting

Members Present: Laura Elseth, President
Lynette How, Vice President
Jessica Miehle, Secretary

Staff Present: Caren Gaytko, Executive Director
Kristin Batson, Interim Executive Director

1. Call to Order:

- a. President Elseth called the meeting to order at 3:00 p.m. and declared a quorum.

2. Approval of Meeting Agenda:

- a. Meeting agenda and minutes from September were approved.

3. Executive Director Operational Updates

- a. Application for licensure – processed in an average time of 24 hours.
- b. 14% nursing practice cases >1 year
- c. Learning key metrics and identifying risks.
- d. New staff: Choua Her, Licensing Specialist; open position for legal analyst
- e. Caren has been meeting 1:1 with Board members.
- f. Patti Moore will be presenting at the December Board meeting.

4. Executive Committee Updates

- a. Executive Committee will send reminders to Board members about board meeting attendance expectations and work involved with board meetings.
- b. Best practices or Code of Conduct – will develop for Board members.
- c. Election of new officers at December Board meeting; email Board members to remind them to connect with members they would like to nominate.

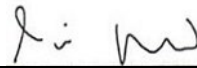
5. Approval of December Board Meeting Agenda

- a. Board meeting agenda approved.

6. Adjournment

- a. Meeting adjourned at 3:51 pm.

Recorder:



Jessica Mieh, Secretary

Attest: _



Caren Gaytko, Executive Director