

Minnesota Board of Nursing
Executive Committee Meeting Minutes

July 22, 2025, 11:30 a.m. – 12:30 p.m.
1210 Northland Drive #120, Mendota Heights, MN 55120
Virtual Meeting

Members Present: Jessica Miehle, President
Lynette How, Vice President
Summer Hagy, Secretary

Staff Present: Caren Gaytko, Executive Director

1. Call to Order:

- a. President Miehle called the meeting to order at 11:40 a.m. and declared a quorum.

2. Approval of Meeting Agenda:

- a. Meeting agenda was approved.

3. Executive Director Operational Updates

- a. 16% cases are >1 year. Area of heightened focus are cases in the 9-12 months range. At the board meeting, will close several cases >1 year. Continue to have a high volume of complaints but are moving them through efficiently.
- b. Despite seeing a 30-40% volume increase in initial and reregistration applications over the past 90 days, Licensure continues to issue licenses in approximately 24 hours.
- c. The two Licensure temp staff will complete their assignment on July 31. No staffing changes in any other board departments
- d. Continuing to refine systems, processes, and efficiencies in all board operations.

4. Approval of August Board Meeting Agenda

- a. Meeting agenda approved.

5. Adjournment

- a. Meeting adjourned at 12:06 p.m.

Recorder: _____


Summer Hagy, Secretary

Attest: _____


Jessica Miehle, President