

Meeting Minutes – Occupational Licensure Advisory Committee

Department of Labor and Human Rights

February 1, 2024, 10:00 a.m., Microsoft Teams

Attendees: Nathan Svihovec – Commissioner, Department of Labor and Human Rights

Carolyn Laird – Temporary Research Assistant, Department of Labor and Human Rights

Mark Hardy – Executive Director, Board of Pharmacy

Sandra (Sandy) DePountis – Executive Director, Board of Medicine

Petra Mandigo Hulm – Clerk of Court, North Dakota Supreme Court; Secretary-Treasurer, Board of Law Examiners

Rebecca (Becky) Pitkin – Executive Director, Education Standards and Practices Board

James Schmidt – Executive Director, State Electrical Board

The meeting was called to order at 10:02 a.m.

Commissioner Svihovec listed the items to be considered: The questionnaire for associations and unions, the recent meeting with Steve Harstad at the Bureau of Criminal Investigation, and the commencement of the meetings with each of the licensing boards under the purview of the study.

Commissioner Svihovec said that since it is not possible to reach all licensees individually, he wishes to reach out to associations and unions since they should be representing their members. It will be made clear in the final report that the questionnaire that will be sent is a “high-level” outreach, but at least there will be some input. Everyone agreed it was a good idea and he should go forward with the questionnaire. They discussed what to include in the questionnaire and ensuring that the associations and unions indicate how many licensees they represent. It was acknowledged that some licensing boards do not have corresponding associations.

Commissioner Svihovec then spoke about the meeting with Steve Harstad from the Bureau of Criminal Investigation to get more information on the background check and fingerprinting process, and possible ways to speed it up. Committee members discussed their own experiences with the background check process, including turnaround times. As well, members whose boards require background checks noted the importance of having them for new out-of-state applicants, not only to catch newer offenses that may not have been reported on the application, but to catch those who move from state to state attempting to get licensed without recent criminal or disciplinary action being noticed by the board.

Commissioner Svihovec announced the individual meetings with licensing boards will be starting soon, and there was a brief discussion on what they were expected to be like.

The meeting was adjourned at 11:01 a.m.