

## OCCUPATIONAL LICENSING SUBCOMMITTEE MEETING AGENDA

Wednesday, April 29, 2020  
1:30 – 4:00 p.m.

[Join Microsoft Teams Meeting](#)

+1 701-328-0950 / Conference ID: 811 822 525#

---

1:30 – 1:45 p.m.	WELCOME / INTRODUCTIONS	<i>Michelle Kommer / Katie Ralston</i>
	- Approve Minutes: April 8, 2020	

---

1:45 – 2:45 p.m.	CLEAR UPDATE	<i>David Byerman, CLEAR</i>
------------------	--------------	-----------------------------

---

2:45 – 3:30 p.m.	REVIEW & DISCUSSION: UNIVERSAL LICENSING, BOARD STRUCTURE, ETHICS AND BEST PRACTICES	<i>Michelle Kommer / Katie Ralston</i>
------------------	--	--

---

3:30 – 3:45 p.m.	NEXT STEPS / ADJOURN	<i>Michelle Kommer / Katie Ralston</i>
------------------	----------------------	--

---

## WORKFORCE DEVELOPMENT COUNCIL

Minutes of the  
**Occupational Licensing Reform (OLR) Workgroup**  
Wednesday, April 29, 2020 1:30 p.m. – 3:30 p.m.

### TEAMS Conference Call

---

**Members present:** Katie Ralston, Representative Cynthia Schreiber-Beck, Senator Randy Burckhard, Senator Scott Meyer, Senator Kristin Roers, Senator Judy Lee, Matt Gardner, Rick Gardner, Adam Martin

**Members absent:** Michelle Kommer, Jace Beehler, Major Jay Sheldon, Phil Davis

**Guest Speakers:** David Byerman, Adam Parfitt

**Staff:** Sherri Frieze

#### Welcome and Introductions

In absence of Michelle Kommer, Katie Ralston, opened the meeting at 1:30 p.m., welcoming members and guests via the Microsoft TEAMS video conferencing platform.

#### Approval of Minutes

**MOTION:** It was moved by Cynthia Schreiber-Beck and seconded by Randy Burckhard to approve the minutes of April 8, 2020, OLR workgroup meeting. Motion carried unanimously.

#### CLEAR Update

##### Council on Licensure Enforcement and Regulation Adam Parfitt and Dave Byerman

Adam presented on Mission and Purpose of CLEAR, the Scope of Activities, and History of CLEAR.

Dave followed up with a presentation on the development of the Occupational and Professional Board survey, the planned timeline, survey elements, and issues to anticipate.

#### Review and Discussion

##### Universal Licensing, Board Structure, Ethics and Best Practices

##### Katie Ralston

Katie gave a brief recap of the last meeting on April 8<sup>th</sup>, discussing the presentations of board structure, ethics/best practices and universal licensing, the role of the board member, and centralized vs. autonomous boards; ND being one of 18 states with autonomous boards.

- 1) Prioritization for the next 12 months
  - a.) Professional standards
  - b.) Board structure and regulatory models
    - Boards that need further investigation
    - Cost to operate all boards in ND; mileage, food, hotel – suggestion of Zach Herman/James Tatum to explore for a possible solution.
- 2) Phase III to the survey – next steps
  - a.) Need data collected on issues, then move on to the solution phase

**WORKFORCE DEVELOPMENT COUNCIL**

Minutes of the  
**Occupational Licensing Reform (OLR) Workgroup**  
Wednesday, April 29, 2020 1:30 p.m. – 3:30 p.m.

**TEAMS** Conference Call

---

- 3) Face to face discussions with the boards/commissions later this summer
  - a.) Partner engagement needed, along with educating
- 4) Other
  - a.) How many boards are located under an umbrella of other boards?
  - b.) How many people per licensee; a comparison of ND to other states?
  - c.) Uniform board training for ND board members. – Senator Lee will explore the question.
  - d.) Language that is used for each onboarding member, regarding felony background.

**Next Steps**

The next meeting will take place May 27<sup>th</sup> via TEAMS video conference call.

**Adjourn**

Meeting was unanimously adjourned at 3:30 p.m.