


**MINUTES**  
**February 15, 2022**  
**9:00 A.M.**  
**ND PISB Board Meeting-Zoom Video Conference**  
**NDPISB**

1. Vice Chairman Randy Ziegler called the meeting to order at 9:05 a.m. Board members present: Randy Ziegler, Justin Blinsky, Steve Lundin, Jason Nelson, and Ernie Thurman. Board member absent: Mike Wetsch. Others present: Executive Director John J. Shorey III, Board Legal Counsel Chris Redmann, and Jerold Caskey.
2. John summarized Jerold Caskey's application. Jerold addressed the Board regarding his application. Jerold stated nothing was held back on purpose. Steve made a motion to approve Jerold Caskey's application. Ernie seconded. A roll call vote was taken, and it was unanimous to approve the motion.
3. John summarized Charlie Hardy's application. Justin stated he thought it was important to see the applicant's DD214 before making a decision. Justin made a motion for John to send a letter to Charlie Hardy for him to provide the Board with his DD 214. Jason seconded. A roll call vote was taken, and it was unanimous to approve the motion.
4. John summarized Isaiah Ramos application along with noting that Chris Redmann provided additional information regarding the applicant from ND Courts which was not disclosed. There was Board discussion on treating this application as a failure to disclose. Jason made a motion for John to send Isaiah a letter reading the failure to disclose. Ernie seconded. A roll call vote was taken, and it was unanimous to approve the motion.
5. Minutes. Ernie made a motion to approve all three sets of minutes presented to the Board (2-4-2021, 1-27-2021, and 11-17-2020). Steve seconded. A roll call vote was taken, and it was unanimous to approve the motion.
6. John stated due to the backlog he did not have an updated financial report to provide for the Board. John stated he was backed up with processing the renewal applications. John stated the financials would not be updated until he got those processed and invoiced. John stated he estimated that the Board may face a shortfall. John stated he had talked with Allyson Hicks with the Attorney's General Office about the issue and she stated the Emergency Commission would be an option to seek funding. John stated he has been keeping Ernie and Mike Westch updated on the backlog. Randy asked John if he had an idea when the backlog might be cleared. John stated he did not and that he was triaging items. John stated he believed the Board needed another employee to assist with clearing the backlog, but the question was whether the Board would be able to afford to hire someone. John stated the workload the Board is facing is changing. John provided an update on Board Office staffing. John stated he conducted one interview; he did not believe the individual would be a good fit. John commented that the job market is terrible right now. John stated there was talk previously of an internship program, but that was not a short-term solution.
7. Ratification of Licenses and Registrations issued and renewed. John stated he was backlogged with this and once he was caught up it would be provided to the Board.
8. Application Procedures and Policy Update. John stated that he had talked to Monte who was going to put together the work he had done on this issue and provide that to Chris for him and Chris to be able to work on.
9. 2020 Renewal Season & Backlog Update. John stated there was still a backlog with items from 2020 and 2021 and it's affecting other areas of Board operations. John stated he was still working through the backlog. Randy asked how the industry was responding to the backlog. John stated he was receiving inquiries from the industry, and he is trying to respond to those inquiries in a timely manner and explain the Board's policy on the backlog. John stated some are needing proof of licensure and he is either

sending emailed proof or pulling those backlogged applications and trying to issue the actual licenses. Randy commented to try and continue to get back to individuals in a timely manner.

10. Administrative Rules Update. Chris provided some of timelines involved with the administrative rules process and his advice was to set a hearing date for the middle to the end of March. There was discussion on setting the hearing for 9:00 A.M. March 16th. Board members advised that date would work for them. The location would be Ernie's location in Mandan. Chris stated he and John would start working on publication of the administrative rules as well.
11. Steve asked if he could come in and assist John with clearing the backlog. John stated he could and they would visit soon about it. Other Board members did not have any issues with Steve assisting John.
12. Jason made a motion to adjourn the meeting. Ernie seconded. A roll call vote was taken, and it was unanimous to approve the motion. The meeting was adjourned at 9:38 A.M.

  
Chairman

  
Date

  
NDPISB Executive Director

  
Date