Board of Certified Direct-Entry Midwives Meeting - September 24, 2025 Minutes

Alaska Division of Corporations, Business and Professional Licensing
9/24/2025 9:00 AM AKDT
Videoconference

1. Call to Order

   A. Roll Call

   Board Members:
   - Holly Steiner, RN, CDM, CPM, Chair
   - Bethel Belisle, CDM, CPM
   - Darcy Lucey, APRN, CNM
   - Lori Lindsay, MD
   - Stacia Miller

   Board members present: Holly Steiner, Chair; Bethel Belisle, Darcy Lucey, Lori Lindsay, and Stacia Miller.
   Staff present: Reid Bowman, Program Coordinator 2; Shane Bannarbie, Program Coordinator 1; Sara Chambers, Boards and Regulations Advisor; Keri Mell, Licensing Examiner, and Sheri Ryan, Licensing Examiner.
   Guests: Rachel Pugh, Mary Yanagawa, and Onica Sprokkreff.
   Quorum established. 5 of 5 appointed board members present.

   B. Declarations of Conflicts of Interest

   No conflicts of interest were reported by any of the five board members present.

   C. Accept Agenda

   MID Statutes and Regulations - December 2023

   Darcy Lucey requested to reorder the agenda and move discussion agenda item #8 - Documentation of Pharmaceutical Knowledge - form #08-4215e before item #6 - Tabled applications as she felt the form discussion would be relevant to a tabled application.
   Darcy Lucey moved to accept the amended agenda for the September 24, 2025 board meeting as discussed. Bethel Belisle seconded the motion. All in favor; none opposed. Motion passed unanimously.

2. Board Ethics and Investigative Training

Sara Chambers, Boards and Regulations Advisor with the Office of the Commissioner provided training on the *Executive Branch Ethics Act for Board Members*. The chair of the board serves as the designated ethics supervisor for the other members of that board. Information about the Ethics Act is available on the Department of Law's ethics web page: http://www.law.alaska.gov/doclibrary/ethics.html. Advisory opinions interpreting the Ethics Act are available on the Department of Law's website, at http://www.law.alaska.gov/doclibrary/opinions_index.html.

Action Item:
Sara Chambers to provide handout on training provided for staff to distribute to board members.

3. Investigative Report

Board reviewed submitted Investigative Report for the period of July 11, 2025 thru September 21, 2025. One open complaint case – license application review/referral. No closed cases reported for the time period.

4. Public Comment

Mary Yanagawa, Alaska licensed Midwife in Wasilla gave public comment. Ms. Yanagawa expressed concerns regarding the auditing system used by the department to determine who was selected for random renewal audits. She requested information on how the process worked and whether it was a computer program or administrator selecting the records to be audited.

5. Board Administrative Business

   A. Board Project - Applications by Credentials

   Holly Steiner completed a sampling comparison of five states – AL, AZ, CA, CO, and CT. While some requirements are consistent, the requirement of NARM certification is not consistent. Board discussed minimum requirements should be passing the NARM examination and having your Certified Professional Midwife certification in good standing for licensure. Some states do not have licensure of midwives and do not require NARM certification (CT, GA, KS, MA, MS, NC, NE, NV, ND, OH, PA, and WV). Statute – AS 08.65.070 allows for licensure in Alaska if other state license requirements are "at least equivalent in scope, quality, and difficulty to those of this state, and who has passed the national examination required of certified direct-entry midwives in this state". Licensure for CPMs: State Chart

Break taken. Off record at 10:34 am. Recording resumed at 10:39 am. Roll call taken. Board members present – Holly Steiner, Bethel Belisle, Darcy Lucey, Lori Lindsay, and

Stacia Miller. Quorum in effect; five appointed board members of five person board present.

Bethel Belisle motioned to create a subcommittee to work on draft regulations for licensure by credentials. Darcy Lucey seconded the motion. All in favor; none opposed. Motion passed unanimously. Subcommittee consists of board members Holly Steiner, Bethel Belisle, and Darcy Lucey. Meeting is set for October 7, 2025 from 11:00 am to 1:00 pm.

Action Item:
Holly Steiner to write draft regulatory language to present for review at the October 7, 2025 subcommittee meeting for discussion.

B. SCRA Applications

Board discussed delegating authority to the division if a midwife were to apply under Federal Servicemembers Civil Relief Act (SCRA) for licensure. This would apply to an active duty military personnel or their spouse who has an active license to practice midwifery in another US jurisdiction.

Darcy Lucey moved that licenses applied for under the Federal Servicemembers Civil Relief Act's (or "SCRA") licensure portability laws be reviewed, approved, and issued by the division, rather than by the board, in order to comply with federal law requiring expediency and due to the fact that the board's authority and requirement to approve and issue licenses is under Alaska Statute Title 8, rather than federal law. Once a license is issued pursuant to the SCRA, these licensees will be subject to the requirements of Title 8 of Alaska Statutes and subject to the board's authority, same as all other Alaska professional licensees under the board's jurisdiction. Motion seconded by Bethel Belisle. All in favor; none opposed. Motion passed unanimously.

C. Board Position Statement

The board discussed the use of Cook® Cervical Ripening Balloon with Stylet by Certified Direct-Entry Midwives. The board does not feel the use is prohibited under 12 AAC 14.530. A regulations project would be needed to add to the list in 12 AAC 14.560 but due to the restrictions currently in place due to AO 358, members felt a board position statement would be advised.

Action Item:
Bethel Belisle to write a draft position statement to present for board review at the next board meeting.

D. AO 360

Reid Bowman updated the board on Governor Dunleavy’s AO 360 regarding the requriement of reducing regulatory requriements by 15% by December 31, 2026. The department is waiting on direction from the Department of Law and training. There is a process in place to apply for a waiver from AO 358 that the board can utilize for priority projects.

E. Set Next Meeting Date(s)

Next meeting scheduled for Tuesday, November 18, 2025 from 9:0 am – 12:00 pm.

6. Documentation of Pharmaceutical Knowledge - form #08-4215e

Board discussion on requirement of form #8-4215e for application by examination and application by credentials and possible content changes. This form is currently the method utilized to document that the applicant has “acquired the training and skills necessary to safely perform” the administration of medications as specified in 12 AAC 14.570 that is required in 12 AAC 14.560(a)(2) and (c). Brief discussion by that board members that many midwives do not use all the medications listed in 12 AAC 14.570; antibiotics were noted as an outlier. Discussion of possible opt-in/opt-out option for the medications listed but this would add additional regulatory requirements. The board's position is that the existing form is not a valid measure of an applicant's knowledge or training with the regulated medications. The format allows applicants to provide information without demonstrating genuine comprehension, as answers can be easily obtained from other resources. The board also recognizes that the subjective nature of the form's questions introduces liability risks, as responses can be skewed by varying clinical applications. For these reasons, the board considers the form to be ineffective. The board directed staff to explore attestation options for applicants that would fulfill the requirements for 12 AAC 14.560(a)(2) and (c) and 14.570 similar to the attestation that the applicant has received the training and skills as part of their apprenticeship and is signed off of by their preceptor as part of the Permitted Practices form #08-4215f on the application by examination and the attestation for on the Permitted Practices form #08-4198f on the application by credentials.

Action Item:
Staff to follow up on requirement of attestation versus use of Documentation of Pharmaceutical Knowledge form #08-4215e form and report back to the board.

7. Tabled Audits and Applications

A. Mary Yanagawa - 104945 - 2025 random audit

Bethel Belisle moved to approve the 2025 random audit for Mary Yanagawa license #104945 as submitted. Motion seconded by Darcy Lucey. All in favor; none opposed. Motion passed unanimously.

B. Rachel Pugh - 126725 - 2025 random audit

Bethel Belisle moved to approve the 2025 random audit for Rachel Pugh license #126725 as submitted. Motion seconded by Darcy Lucey. All in favor; none opposed. Motion passed unanimously.

Board member Lori Lindsay left the meeting at 12:11 pm. Quorum maintained; 4 of 5 board members in attendance.

Reid Bowman, Program Coordinator asked that the board add a new business item for a future meeting to clarify for the department the details needed for completing a random renewal audit. The board chose to clarify those requirements at this meeting. Mr. Bowman provided information on the process used to choose license records for random audits. The department utilizes a computer program. The report is run before renewals are completed to ensure the most "random" sampling. Staff do not have any control over the records that are selected for audit. The leader of the tech team runs the list. If an individual does not renew their license, then the audit is not completed. A board member asked if all the names on the audit list had retired and not renewed, would that mean no audits would be completed for that cycle? Mr. Bowman explained if that example did occur, then yes, no audits would be completed for that renewal cycle. The board made changes to the audit form dated 9-24-2025 by eliminating the requirements of 12 AAC 14.445(g) and auditing records per 12 AAC 14.540. The board clarified patient records discussed during peer review are confidential and would never be requested by the board to review.

C. Lisa Sulffridge - 244829 - Midwife by Credentials

Bethel Belisle requested recusal from discussion/vote on Lisa Sullfridge's application because she has a financial interest in the outcome of her application as Ms. Sullfridge will be coming to work at Ms. Belisle's business. Chair Holly Steiner approved Ms. Belisle's recusal request per AS 39.52.120(4).

Darcy Lucey moved to conditionally approve Lisa Sulffridge's Direct Entry Midwife Certification by Credentials application # 244829 pending correction of #11 – Tranexamic Acid on the Documentation of Pharmaceutical Knowledge form #08-4215e. Motion seconded by Stacia Miller.
Roll call vote:

Darcy Lucey = Yes
Bethel Belisle = Abstain
Holley Steiner = Yes
Stacia Miller = Yes

Motion to conditionally approve passes by majority.

8. Exemption Request AO 358 - Regulations Project

Board members discussed need to adopt a regulations project to amend/eliminate regulations in the current application processes (by examination and by credentials) to align with current standards/procedures and reduce redundancies.

- 14.110 - amend (7) supervised clinical experience per NARM certification requirements; (c)
- 14.210 - Supervised Clinical Experience Requirements - amend/eliminate as met by NARM certification
- 14.300 Examinations - people do not apply for board approval prior to taking the NARM certification
- 12 AAC 14.560 (a)(2) - "provides documentation" acceptable to the board of having acquired the training and skills necessary to safely perform them - administration of medications as specified in 12 AAC 14.570 - Documentation of Pharmaceutical Knowledge - form #08-4215e.
- And any other regulations necessary.

Darcy Lucey moved to amend the application process regulations. This project is necessary to align our standards and procedures with current NARM certification guidelines and to reduce redundancies in the application process. The board will review and revise relevant regulations, including but not limited to 14.110, 14.210, 14.300, and 12 AAC 14.560 (a)(2). Motion seconded by Bethel Belisle. All in favor; none opposed. Motion passed unanimously.

Action Item:

Holly Steiner to draft letter of exemption from AO 358 for regulations project adopted by the board to amend application process.

9. Legislative Update

Holly Steiner updated board members that she is waiting to hear back from enator Bjorkman's office on request to sponsor Senate verison of HB95 sponsored by Rep. Allard.

10. Next Steps

1. Sara Chambers to provide handout on training provided on Executive Branch Ethics Act for Board Members. Staff to distribute.
2. Holly Steiner to write draft regulatory language to present for review at the October 7, 2025 subcommittee meeting for discussion.
3. Staff to send public notice for subcommittee meeting on Tuesday, October 7, 2025 from 11:00 am - 1:00 pm to work on draft language for licensure by credentials to request waiver from AO 358. Completed 9-25-2025
4. Bethel Belisle to write draft board position statement on use of Cook Cervical Ripening Balloon to present for board review at next board meeting.
5. Staff to send public notice for next board meeting for Tuesday, November 18, 2025 from 9:00 am - 12:00 pm. Completed 9-25-2025
6. Staff to research if attestation can be utilized in placement of form #08-4215e on application for Examination and application by credentials. Attestation to be

included in list of attestations for app by credentials for signature and as single check box on application by examination. See language discussed by the board. Email sent 09/25/2025

7. Holly Steiner to draft letter of exemption from AO 358 for regulations project adopted by the board to amend application process.

11. Adjourn

Bethel Belisle moved to adjourn the meeting at 12:40 am. Motion seconded by Darcy Lucey. All in favor; none opposed. Chair Holly Steiner adjourned the Board of Certified Direct-Entry Midwives Board meeting at 12:40 pm on Wednesday, September 24, 2025.

Next meeting scheduled for Wednesday, November 18, 2025 from 9:00 am – 12:00 pm

These minutes were approved by the board in accordance with PL-12/online voting 10/23/2025.