

NORTH CAROLINA BOARD OF DIETETICS/NUTRITION
BOARD MEETING
9:00 A.M.
1135 KILDAIRE FARM ROAD, SUITE 200
CARY, NC 27511

[ELECTRONIC ONLY MEETING]

OPEN MINUTES: December 15, 2023

Board Members: Amanda Holliday, Analia Camarasa, Sarah Thomas, Maggie King, Deanna Didiano, Patricia Pitts, Christie Nicholson

Staff: Marnie Jones, *Executive Director*, Violet Noe, *Licensing Specialist*

Guest(s): Joe Jordan, *NCPHP*, Henry Jones & Weldon Jones, *NCBDN General Counsel*, Sheri Cordell & Shannon Corlett, *NCAND*, Mandy LaGreca, *CNS, LN*

Call to Order – Amanda Holliday

The meeting was called to order at 9:01 a.m. A quorum was present. Amanda asked if there were any existing conflicts. No conflicts were raised.

The agenda was sent out to the Board electronically for review. Patricia made a motion to approve the agenda as presented. Christie seconded the motion. Roll call to approve agenda:

- Dr. Didiano – Approve (& present)
- Christie – Approve (& present)
- Patricia – Approve (& present)
- Maggie – Approve (& present)
- Amanda – Approve (& present)

Secretary's Report – Patricia Pitts

The open and closed Board meeting minutes for November 2023 were provided for electronic review prior to the meeting. Dr. Didiano motioned to approve the minutes presented. Christie seconded the motion. Amanda asked if there was any discussion on the motion. No further discussion. Roll call to approve motion: Dr. Didiano – Yes, Christie – Yes, Patricia – Yes, Maggie – Yes, Amanda – Yes.

Treasurer's Report – Christie Nicholson

The November 2023 Cash Flow report, Budget report, Investment report, and Savings report as well as the projected IT costs for 2023-2024 were sent for review prior to this meeting. Dr. Didiano motioned to approve the financial reports and the projected IT costs as presented. Analia seconded the motion. No further discussion. Analia – Yes, Dr. Didiano – Yes, Christie – Yes, Patricia – Yes, Sarah – Yes, Maggie – Yes, Amanda – Yes.

- 9:08 a.m. Analia Camarasa joined the meeting.

- 9:08 a.m. Sarah Thomas joined the meeting.

Public Comment – Amanda Holliday
-N/A

Licensing Specialist Report – Violet Noe

Violet reported the total active licensee count at 4259. Additionally, there were 14 Provisional licensees. Since the last administrative numbers report given on November 17, 2023, there had been 40 new licensees, two licensees had gone inactive, and zero licensees had relinquished.

Violet led the Board to set the next set of regularly scheduled Board meeting dates. The dates were set as:

- January 19, 2024
- February 16, 2024
- March 15, 2024
- April 19, 2024
- May 17, 2024
- June 21, 2024

Employee Handbook Update – Marnie Jones

The proposed update to the Employee Handbook regarding a 90-day elimination period for entitlement of life insurance and long-term disability policy benefits was made available for electronic review prior to the meeting. Patricia motioned to adopt the update to the elimination policy in the employee handbook. Analia seconded the motion. No discussion. Roll call for approval: Analia – Yes, Dr. Didiano – Yes, Christie – Yes, Sarah – Yes, Maggie – Yes, Patricia – Yes, Amanda – Yes.

- 9:26 a.m. Joe Jordan joined the meeting.

Information from NC Professionals Health Program – Guest Joe Jordan from NCPHP

Dr. Jordan provided a history of the NC Professionals Health Program (NCPHP) as well as an overview of the referral, evaluation, and monitoring processes for participants in the program. Dr. Jordan emphasized the ability of a partnership with the NCPHP to support the Board's mission of protecting the public from harm while also providing support to licensees. Dr. Jordan also discussed the need for an authorization in the general statute, as well as a memorandum of understanding, to enable a partnership between the Board and the NCPHP.

- 9:53 a.m. Mandy LaGreca joined the meeting.
- 10:06 a.m. Christie Nicholson left the meeting.
- 10:06 a.m. Henry Jones joined the meeting.
- 10:14 a.m. Weldon Jones joined the meeting.
- 10:15 a.m. Mandy LaGreca and Joe Jordan left the meeting.

Closed Session

Maggie motioned to close the meeting for discussion regarding **legal consultation**, pursuant to Article 33C of Chapter 143, §143-318.11(3); Article 5 of the Bylaws, Section 4 (3). In addition, closure for **Investigations**, pursuant to Article 33C of Chapter 143, §143-318.11(7); Article 5 of the Bylaws, Section 4 (7) and **HR/Qualifications of Employee(s)**, pursuant to Article 33C of Chapter 143, §143-318.11(6) and NCBDN Bylaws Article V(5) Section 4 (6). Analia seconded the motion. No further discussion. Roll call to approve motion: Analia – Yes, Dr. Didiano – Yes, Patricia – Yes, Sarah – Yes, Maggie – Yes, Amanda – Yes.

- There were no members of the public to move to the waiting room.

Legal Consultation – Henry Jones & Weldon Jones

- Counsel provided an update on the process at this point for the ongoing Beachler matter.
- The Board discussed the next steps in following up with the intervention program participant regarding her next steps.

Investigations Update – Marnie Jones

Please see the Investigation report for full details.

- 10:46 a.m. Henry Jones and Weldon Jones left the meeting.
- 10:47 am. Patricia Pitts left the meeting.

HR Committee – Amanda Holliday

Amanda announced that sadly Violet Noe will be leaving the Board as of January 5, 2024 to pursue a amazing job opportunity. The HR committee discussed their progress on hiring a Licensing Specialist to replace Violet.

Maggie motioned to move to open session at 10:53 a.m. Sarah seconded the motion. No discussion. Roll call for approval: Analia – Yes, Dr. Didiano – Yes, Sarah – Yes, Maggie – Yes, Amanda – Yes.

- There were no members of the public waiting to reenter.

Open Session - Amanda Holliday

Actions related to closed session:

1. Dr. Didiano motioned to make an offer of employment to the current applicant for the full-time Licensing Specialist position. Sarah seconded the motion. No discussion. Roll call for approval: Analia – Yes, Dr. Didiano – Yes, Sarah – Yes, Maggie – Yes, Amanda – Yes.
- 10:57 a.m. Maggie King left the meeting.
 - 11:04 a.m. Sheri Cordell joined the meeting.
 - 11:11 a.m. Patricia Pitts rejoined the meeting.

Licensure Compact Discussion – Guest Sheri Cordell from NCAND

Ms. Cordell provided an overview of the dietitian licensure compact and NCAND's position on the compact. The Board discussed how the compact might impact job opportunities for NC licensees, the financial burden of joining the compact, and how the Board can stay informed on the progress of the compact.

- 11:15 a.m. Shannon Corlett joined the meeting.

Unfinished/New Business – Amanda Holliday

- N/A

Public Comment – Amanda Holliday

- N/A

Patricia motioned to adjourn the meeting at 11:34 a.m. Analia seconded the motion. No further discussion. Roll call for approval: Analia – Yes, Dr. Didiano – Yes, Patricia – Yes, Sarah – Yes, Amanda – Yes.