

NORTH CAROLINA BOARD OF DIETETICS/NUTRITION
BOARD MEETING
10:00 A.M.
1135 KILDAIRE FARM ROAD, SUITE 200
CARY, NC 27511

[ELECTRONIC ONLY MEETING]

OPEN MINUTES: July 21, 2023

Board Members: Amanda Holliday, Deanna Didiano, Christie Nicholson, Maggie King, Patricia Pitts

Staff: Marnie Jones, *Board Administrator*

Guest(s): Henry Jones, *NCBDN General Counsel*

Absent: Analia Camarasa, Sarah Thomas

Call to Order – Christie Nicholson (for Amanda Holliday)

The meeting was called to order at 10:06 a.m. A quorum was present. The Board welcomed Dr. Deanna Didiano, newly appointed to the Public/Physician seat and replacing Dr. Ananya Sen. Introductions all around.

Dr. Didiano’s conflict of interest letter was read aloud for the Board. No other conflicts of interest were reported. The agenda was sent out to the Board electronically for review. Patricia made a motion to approve the agenda as presented. Maggie 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 May 2023 meeting minutes (open & closed) as well as the June 2023 open and closed minutes were provided for electronic review prior to the meeting. [The May 2023 minutes did not require another approval; noted after conclusion of meeting that they had been previously approved in the June 2023 meeting.] Christie motioned to approve the minutes presented. Deanna seconded the motion. Amanda asked if there was any discussion on the motion. No further discussion. Roll call to approve motion: Deanna – Yes, Patricia – Yes, Christie – Yes, Maggie – Yes, Amanda – Yes.

Treasurer’s Report – Christie Nicholson

The May & June 2023 Cash Flow reports, Budget reports, Investment reports, and Savings reports were sent for prior review to the Board electronically. Maggie motioned to approve the financial reports as presented. Christie seconded the motion. Amanda asked if there was any discussion on the motion. No further discussion. Roll call to approve motion: Deanna – Yes, Patricia – Yes, Christie – Yes, Maggie – Yes, Amanda – Yes.

Public Comment – Amanda Holliday

-N/A

Administrator Report – Marnie Jones

Marnie reported the total active licensee count at 3,989. Additionally, there were 8 Provisional licensees. Since the last administrative numbers report given on June 9, 2023, there had been sixty new licensees, zero licensees had gone inactive, and six licensees had relinquished.

- Henry Jones, General Counsel, joined the electronic meeting at 10:20 a.m.

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), as well as closure for the **discussion of applications**, pursuant to Article 33C of Chapter 143, §143-318.18(6) and Article 5 of the Bylaws, Section 4 (8). 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 Review/Qualifications** pursuant to Article 33C of Chapter 143, § 143-318.11(6) and NCBDN Bylaws, Article V(5) Section 4(6). Patricia seconded the motion. No further discussion. Roll call to approve motion: Deanna – Yes, Patricia – Yes, Christie – Yes, Maggie – Yes, Amanda – Yes.

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

Legal Consultation – Henry Jones

- Counsel provided a reminder on privileged session and the importance of confidentiality of information discussed in closed session.
- Counsel provided an update on the Beachler matter. Mr. Jones provided an update for Dr. Didiano who is new to the Board.
- There is no specific update on reappointment bills for pending Board members.
- Counsel confirmed for the Board that while other Boards may be subject to the Human Resources Act, the NCBDN is not.
- The Board discussed the next steps in improving the Board’s cell phone retention policy as well as an investment in a more robust email archive system. The Board asked for various options to be looked into.

Application review – Education Committee

- The EdComm reviewed with the Board the Costello application.
- The Board discussed granting a medical extension to Applicant Vera.

Investigation Report -

Please see the Investigation report for full details.

- The Board discussed their concerns and legal remedies with the lack of substantial information regarding case LIDG-WQH3TK. Henry discussed the Board’s options.

➤ Marnie was moved to the waiting room and Henry left the call at 11:25 a.m.

➤

HR Committee reviewed the staffing needs for the Executive Director position and discussed staffing of the office.

Dr. Didiano motioned to reopen the meeting at approximately 11:45 a.m. Christie seconded the motion. No discussion. Roll call to approve motion: Deanna – Yes, Patricia – Yes, Christie – 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. Deanna motioned to approve applicant Costello. Christie seconded the motion. No discussion. Roll call to approve motion: Deanna – Yes, Patricia – Yes, Christie – Yes, Maggie – Yes, Amanda – Yes.
2. Maggie motioned to deny applicant LIDG-WQH3TK. Deanna seconded the motion. No discussion. Roll call to approve motion: Deanna – Yes, Patricia – Yes, Christie – Yes, Maggie – Yes, Amanda – Yes.
3. Maggie motioned to extend the application period for applicant Vera due to medical circumstances. Deanna seconded the motion. No discussion. Roll call to approve motion: Deanna – Yes, Patricia – Yes, Christie – Yes, Maggie – Yes, Amanda – Yes.

Officers for FY 23-24 – Amanda Holliday

The following slate was put forward for vote:

Chair: Amanda Holliday

Vice Chair: Sarah Thomas

Treasurer: Christie Nicholson

Secretary: Patricia Pitts

Christie motioned to approve the officer slate as presented. Maggie seconded the motion. No discussion. Roll call to approve motion: Deanna – Yes, Patricia – Yes, Christie – Yes, Maggie – Yes, Amanda – Yes.

Committee Allocation – Amanda Holliday

With the replacement of Dr. Sen and shifting of officer positions, Amanda noted that Sarah will need to replace Dr. Sen on the HR committee, as per the Bylaws, the Vice Chair must be on that committee. In addition, to spread responsibilities better, Dr. Didiano agreed to join the investigation committee to replace Sarah to allow her to move to the HR committee and take on the Vice Chair position. A public member must sit on the Investigation Committee per 21 NCAC 17. 0501(3). The Committee roster will be updated accordingly.

Unfinished/New Business - Amanda Holliday

- A reminder to Christie that her Ethics training has expired and must be updated as soon as possible. The ethics Commission may fine the Board.
- Maggie’s Ethics training must be done by 9/30/2023.
- Deanna and Marnie due in January 2024.

Public Comment – Amanda Holliday

- N/A

Dr. Didiano motioned to adjourn the meeting at 12:02 p.m. Maggie seconded the motion. No further discussion. Roll call to approve motion: Deanna – Yes, Patricia – Yes, Christie – Yes, Maggie – Yes, Amanda – Yes.