

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: October 27, 2023

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

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

Guest(s): Henry Jones & Weldon Jones, *NCBDN General Counsel*, Elena DiPerri

Call to Order – Amanda Holliday

The meeting was called to order at 9:06 a.m. A quorum was present. Amanda asked if there were any existing conflicts. No conflicts raised.

The agenda was sent out to the Board electronically for review. Maggie 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)
- Maggie – Approve (& present)
- Amanda - Approve (& present)
- Sarah – Approve (& present)
- Patricia - Approve (& present)

Secretary's Report – Patricia Pitts

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

Treasurer's Report – Christie Nicholson

The August & September 2023 Cash Flow reports, Budget reports, Investment reports, and Savings reports as well as the Audit and Annual reports were sent for review prior to this meeting. Amanda noted good progress on the budget. Marnie discussed amending the budget moving forward as the year closes. Dr. Didiano motioned to approve the financial reports as presented, the Audit report for FY 2022-2023, and the 1-year renewal of CD*3768 for reinvestment. Patricia seconded the motion. No further discussion. Analia- Yes, Dr. Didiano- Yes, Sarah – Yes, Amanda – Yes, Christie - Yes, Patricia – Yes, Maggie – Yes.

- 9:09 a.m. Analia Camarasa joined the meeting.

- 9:12 a.m. Henry Jones joined the meeting.
- 9:12 a.m. Meg Bowman joined the meeting.
- 9:13 a.m. Weldon Jones joined the meeting.
- 9:14 a.m. Meg Bowman left the meeting.

Public Comment – Amanda Holliday

-N/A

Administrator Report – Marnie Jones

Violet reported the total active licensee count at 4191. Additionally, there were 13 Provisional licensees. Since the last administrative numbers report given on August 18, 2023, there had been 160 new licensees, zero licensees had gone inactive, and zero licensees had relinquished.

Closed Session

Christie 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/Qualifications of Employee(s), pursuant to Article 33C of Chapter 143, §143-318.11(6) and NCBSN Bylaws Article V(5) Section 4 (6). Sarah seconded the motion. No further discussion. Roll call to approve motion: Analia- Yes, Dr. Didiano- Yes, Sarah – Yes, Amanda – Yes, Christie – Yes, Patricia – Yes, Maggie – Yes.

- Public member Elena DiPerri was moved 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.

Investigations Update – Marnie Jones

Please see the Investigation report for full details.

- 9:45 a.m. Patricia Pitts left the meeting.

Applications – Education Committee

- The Board extensively discussed the question before it from former applicant Bowman regarding accepting documented practice hours done after an internship, while in practice out of state, as well as the concept of allowing “retroactive” supervision. The Board decided to revisit this matter at the November Board meeting.
 - The Education Committee presented an academic credit issue for an applicant that was brought forward during the last Board meeting. The Board discussed past precedent and the various materials submitted for review.
 - Applicant Whittington was reviewed by the Education Committee. The Board was provided with her application materials for review prior to this meeting.
- 9:53 a.m. Patricia Pitts rejoined the meeting.
 - 9:55 a.m. Weldon Jones left the meeting.
 - 10:01 a.m. Patricia Pitts left the meeting.
 - 10:13 a.m. Patricia Pitts rejoined the meeting.
 - 10:42 a.m. Patricia Pitts left the meeting.

Sarah motioned to move to open session at 11:20 a.m.. Analia seconded motion. No discussion. Roll call for approval: Analia – Yes, Dr. Didiano – Yes, Christie – Yes, Sarah – Yes, Maggie – Yes, Amanda – Yes.

- Elena DiPerri was readmitted from the waiting room.

Open Session - Amanda Holliday

Actions related to closed session:

1. Dr. Didiano motioned to approve and proceed forward with a cautionary letter in the case of Ms. Keever. Sarah seconded the motion. No discussion. Roll call for approval: Analia – Yes, Dr. Didiano – Yes, Sarah – Yes, Maggie – Yes, Amanda – Yes.
2. Maggie motioned the Board should uphold the August 2022 decision to not allow partial credits, specifically in the second request for review from applicant Vera. Dr. Didiano seconded the motion. No discussion. Roll call for approval: Analia – Yes, Dr. Didiano – Yes, Sarah – Yes, Maggie – Yes, Amanda – Yes.
3. Sarah motioned to approve the Category F application from Ms. Whittington. Dr. Didiano seconded the motion. No discussion. Roll call for approval: Analia – Yes, Dr. Didiano – Yes, Sarah – Yes, Maggie – Yes, Amanda – Yes.

Mobile Device Policies – Marnie Jones

Proposed internet stipend policy, mobile device policy, and retention of messages policies were made available for electronic review prior to the meeting.. Analia motioned to adopt the three draft policies presented today regarding mobile devices. Dr. Didiano seconded the motion. No discussion. Roll call for approval: Analia – Yes, Dr. Didiano – Yes, Sarah – Yes, Maggie – Yes, Amanda – Yes.

Unfinished/New Business – Amanda Holliday

- Next due on Ethics Education is Dr. Didiano (1/1/2024). Dr. Didiano notes she will complete her education soon.

Public Comment – Amanda Holliday

- N/A

Maggie motioned to adjourn the meeting at 11:31 a.m. Christie seconded the motion. No further discussion. Roll call for approval: Analia – Yes, Dr. Didiano – Yes, Christie – Yes, Sarah – Yes, Maggie – Yes, Amanda – Yes.