

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: April 21, 2021

Board Members Present: Christina Wilson, Analia Camarasa, Ananya Sen, Patricia Pitts, Amanda Holliday, Christie Nicholson, Amy Beros

Director: Charla Burill, Executive Director

Ex-Officio: Marnie Jones, Administrative Specialist

Guests: Traci Hobson, ANA representative  
Kayla Ferro, MPH Candidate at UNC Chapel Hill

**Call to Order** – Dr. Ananya Sen

The meeting was called to order at 9:05 a.m. A quorum was present.

Dr. Sen asked the Board if there were any changes to the agenda. None declared. Christie Nicholson motioned to approve the agenda as presented. Amanda Holliday seconded the motion. All approved. Dr. Sen asked if there were any conflicts of interest. None declared.

**Secretary's Report** –Analia Camarasa

The March 2021 open and closed minutes were reviewed electronically prior to the meeting. Patricia Pitts motioned to approve the minutes as presented; Amanda seconded the motion. Dr. Sen asked if there was any discussion on the motion. None declared. All approved.

**Financial Report** – Amy Beros

The March 2021 Cash Flow report, Budget report, Investment report and Savings reports were shared with the Board for review electronically prior to the meeting. Amy noted that she has reviewed all of Charla's comments and notes and everything appeared in order. No significant overages to report; and we remain under budget on the year. Christie motioned to approve the financial reports as presented. Amanda seconded the motion. No further discussion. All approved.

**Public Comment** – Dr. Sen

Traci Hobson was present and reported no comment at that time.

**Administrative Report** – Marnie Jones

Marnie reported the total active licensee count at 3,282. Additionally, there was one Provisional licensee. Since the last administrative numbers report given on March 10, 2021, there had been twenty-five new licensees, and zero new provisional licenses issued. Also, since the March 10, 2021 meeting report, fifty-six licensees had gone inactive, and nine licensees had relinquished. On-time renewal closed on March 31, 2021; however the late fee has been waived through May 31. A neon orange "late" renewal reminder postcard was mailed out early April noting the fee waiver. The Board office will continue to send email reminders through the end of May. One hundred-five licensees remain Expired and have the ability to renew

through May 31 (or choose to Relinquish at any time). They will consequently Lapse as of June 1 if they do not renew or Relinquish.

**Executive Director Report** – Charla Burill

Analia motioned to close the Board meeting for discussion regarding complaints, and investigations, pursuant to Article 33C of Chapter 143, §143-318.11(7); Article 5 of the Bylaws, Section 4 (7), closure for the review of applications, pursuant to Article 33C of Chapter 143, §143-318.18(6) and Article 5 of the Bylaws, Section 4 (8), as well as closure for the consideration of qualifications of prospective Board members pursuant to Article 33C of Chapter 143, §143-318.11(6). Patricia seconded the motion. No further discussion was raised. All approved.

Traci Hobson left the meeting.

***Applicant Review – Felicia Forman Reinstatement***

Charla reviewed the history of the Forman case with the Board.

**Investigation Report** - Charla Burill

Charla reviewed the March investigation report with the Board. See report for details.

**LN Open Position** – Charla Burill

Charla reported that Christina Wilson will did not desire to return for a second term in one of the LN positions. Thus, an inquiry was sent in the Winter/Spring 2021 newsletter announcing the upcoming vacancy and Charla received two resumes and cover letters of interest from LN's that meet the requirements.

Analia motioned to reopen the meeting at 10:47 a.m. Amanda seconded the motion. All agreed.

Traci Hobson rejoined the open meeting, as well as Kayla Ferro, MPH Candidate at UNC Chapel Hill.

**Executive Report, Continued...** - Charla Burill

Actions related to closed session:

1. Amy motioned to approve the reinstatement application of Ms. Felicia Forman. Analia seconded the motion. No further discussion. All approved.
2. Christie motioned to provide a non-disciplinary letter of caution to the respondent in case 2021-179. Amy seconded the motion. No further discussion. All approved.
3. Amanda motioned to close case 2021-181 due to misidentification of the respondent, and lack of contact information for the complainant. Patricia seconded the motion. No further discussion. All approved.
4. Patricia motioned to ratify the Board's electronic decision to approve the renewal application GLEA-W9K4RV. Analia seconded the motion. No further discussion. All approved.
5. Analia motioned to put forth both interested parties, Ms. Thomas and Ms. Price, for the open LN Board member position. Christie seconded the motion. No further discussion. All approved.

**Student Presentation – Kayla Ferro**

Ms. Ferro is a Master's in Public Health candidate at UNC Chapel Hill and had researched the topic of Telehealth Best Practices for her thesis. Ms. Ferro presented her research to the Board. After the

presentation the Board had a discussion on the pros and cons of Telehealth and the changing landscape of healthcare provision. Amanda asked about how the NCBDN fits into this landscape, and what responsibilities the Board has regarding developing a guideline, or regulations, on this topic. This topic may be discussed at a later time due to time constraints.

**Unfinished Business** – Dr. Sen

- Charla noted that she is working on the budget and will have a draft to present to the Board in May, for June adoption.

**New Business** – Dr. Sen

- N/A

**Public Comment** - Dr. Sen

- Traci Hobson indicated she had no public comment at this time.

Dr. Sen confirmed the next Board meeting on May 12<sup>th</sup>, and the Rules Committee is set to meet on April 27<sup>th</sup>.

Amanda motioned to adjourn the meeting at 11:32 a.m. and Christie seconded the motion. All Approved.