

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: January 6, 2023

Board Members Present: Amanda Holliday, Analia Camarasa, Ananya Sen, Karen Thomas, Sarah Thomas, Patricia Pitts, Christie Nicholson

Director: Charla Burill, Executive Director

Ex-Officio: Marnie Jones, Administrative Specialist

Guest: Henry Jones, *General Counsel*

Call to Order – Amanda Holliday

The meeting was called to order at 9:05 a.m. Amanda reminded the Board of best practices under the newly adopted Electronic Meetings Policy. A quorum was present.

Amanda asked if there were any existing conflicts. None Reported.

Christie made a motion to approve the agenda. Sarah seconded the motion. Roll call to approve motion: Analia – Yes, Christie – Yes, Karen – Yes, Sarah – Yes, Amanda – Yes.

Christie motioned to close the meeting for discussion regarding **HR Staffing & Performance**, pursuant to Article 33C of Chapter 143, §143-318.11(5) & (6); Article 5 of the Bylaws, Section 4 (5), as well as 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 (7). In addition, the motion closes the meeting to **consult with legal counsel** under Article 33C of Chapter 143-318.11(3) and Article 5 Section 4 (3) of the Bylaws. Sarah seconded the motion. No further discussion. Roll call to approve motion: Analia – Yes, Christie – Yes, Karen – Yes, Sarah – Yes, Amanda – Yes.

Closed Session:

- Charla announced to the Board that she will be leaving her position at the end of the month to take a different job. She will be available to consult with the Board thereafter until a replacement is named and trained if the Board so desires. Amanda noted that she, Charla, and Marnie have been meeting to discuss the transition and possible staffing options. Amanda will convene the HR committee to begin the hiring process and continue to oversee the transition. The HR committee is comprised of Amanda, Dr. Sen, and Christie.
- The Board took time to express their gratitude for all of Charla’s hard work and dedication.

Legal Consultation – Henry Jones

- Patricia Pitts joined the call, 9:22 a.m.

Henry Jones provided the Board with an update on the Beachler administrative hearing, which has included additional correspondence with Mr. Gray, in addition to drafting of the order.

Dr. Sen motioned to reopen the meeting. Sarah seconded the motion. No discussion. Roll call for approval: Analia – Yes, Dr. Sen – Yes, Christie – Yes, Karen – Yes, Patricia – Yes, Sarah – Yes, Amanda – Yes. The meeting reopened at 10:35 a.m.

No members of the public entered the open meeting.

Open Session - Amanda Holliday

Amanda noted that Henry has delivered information about Karen Thomas’s supervisor, however a determination on supervision requirements is currently in litigation, which could impact Karen.

Karen indicated that she would like to put her license on Inactive status while the matter is being determined. Amanda noted that this would also mean that Karen would need to recuse herself from all Board decisions until resolution can be reached.

Henry reminded the board of NCGS § 90-362 (g) which reads, “Under procedures and conditions established by the Board, a licensee may request that his license be declared inactive. The licensee may apply for active status at any time and upon meeting the conditions set by the Board shall be declared in active status.” In addition, language in the rules notes, per 21 NCAC 17 .0111:

- (a) A licensee may have a license placed in inactive status by written request to the Board, signed by the holder of the license or the holder's legal guardian.
- (b) While a license is in an inactive status, the licensee shall meet the continuing education requirements each year as required by the Board's rules, but is not required to pay the renewal fee.
- (c) A license may be withdrawn from inactive status by written request of the holder, completion of a renewal application, compliance with continuing education requirements and payment of the current licensing fee.

➤ Pat left the call at 10:38 a.m.

Unfinished/New Business - Charla Burill

- Application forms are being revised to incorporate new provisions under passed rules as of Jan 1, 2023 and to capture additional information to avoid future supervision timing issues. Note, regulations .0101 and .0303 did not go into effect on January 1 due to the letters of objection, but will have application implications. Thus, applications will require further revision once effective. Revised forms are available electronically to be reviewed/approved at the next Board meeting.
- Dr. Sen again noted her sincere thanks and gratitude for Charla’s leadership and appreciation for her 12 years of service to the Board. The Board agreed and wished Charla well.

Christie motioned to adjourn the meeting at 10:43 a.m. Analia seconded the motion. No further discussion. Roll call to approve motion: Analia – Yes, Dr. Sen – Yes, Christie- Yes, Sarah– Yes, Amanda – yes.