

NORTH CAROLINA BOARD OF DIETETICS/NUTRITION
BOARD MEETING
9:30 A.M.
140 PRESTON EXECUTIVE DRIVE, SUITE 205-C
CARY, NC 27513

[ELECTRONIC ONLY MEETING]

OPEN MINUTES: June 17, 2020

Board Members Present: Shelia Garner Link, Christina Wilson, Amanda Holliday, Amy Beros, Analia Camarasa, Kim Iles, Ananya Sen

Director: Charla Burill, Executive Director

Absent Marnie Jones (Administrative Specialist)

Guests: Brittany McAllister, BCNS representative; Unidentified Number 214-998-0709

Call to Order – Shelia Garner Link

The meeting was called to order at 9:36 a.m. A quorum was present.

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

Executive Director Report – Charla Burill

Amanda 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), 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 (8). The Board will also close the meeting for discussion of employee reviews pursuant to Article 5 of the Bylaws, Section 4 (6). Analia Camarasa seconded the motion. No further discussion was raised. All approved.

Brittany McAllister, and Unidentified Number left the call.

Applicant Karen Thomas – Charla recapped the status of this applicant and directed the Board to the supplemental information she provided for review.

Applicant Higginbotham – The Board reviewed and discussed Ms. Higginbotham's response date May 28, 2020 to the Board's letter dated April 27, 2020.

Applicant Burton – Charla recapped the issues related to Applicant Burton. An interview of Applicant Burton was completed by Charla, Shelia, and Amy Beros in May. The Board discussed information collected from that interview along with additional supplemental information provided by Applicant Burton upon the Board's request. Additionally, the Board discussed previous matters where applicants had used the title of licensed prior to being licensed, and the Board's handling of such matters.

Investigation Report

No new matters.

Amy left the call at 10:50 a.m.

Charla left the call at 10:58 for the HR committee to confer. Amanda lost her connection, and did not participate after.

HR Committee discussed employee reviews and employee raises/bonuses. No decisions made.

Dr. Sen made a motion to reopen the Board meeting. Christina seconded. All approved.

Brittany McAllister and Charla Burill rejoined the call.

Motions

Kim Iles motioned to approve the licensure application of Applicant Thomas and to approve the licensure application of provisional licensure applicant ShLanda Burton, with the caveat that Ms. Burton be issued a non-disciplinary letter of caution. Analia seconded it. All approved.

Budget - Shelia indicated that the Board discussed amending the proposed budget to provide Marnie an approximate 2% bonus, which the Board would round to \$1000, for the additional responsibilities she took on while Charla was on maternity leave. No further questions were raised regarding the proposed budget. Analia made a motion to approve the proposed budget (see proposed budget) with the amendment that Marnie be granted a \$1000 bonus in July of 2020. Dr. Sen seconded the motion. All approved.

Covid-19 Crisis Updates

Charla reconfirmed in the meeting the positions the Board has taken regarding licensure requirements during the Covid-19 crisis. Legislation continues to come out regarding occupational licensure and board ability to work through issues related to the crisis and license issuance.

Position 1:

The NC Board of Dietetics adopted the following position statement at their April 20, 2020 Board meeting:

Whereas, on April 8, 2020, Governor Cooper issued Executive Order 130, providing under Section 3(A) the authority to each professional health care licensure board to waive or modify enforcement of any legal or regulatory constraints that would prevent or impair persons from providing care if they are licensed in states, territories, or the District of Columbia, but are not licensed in NC, the North Carolina Board of Dietetics/Nutrition (the NCBDN) formally temporarily waives dietetics/nutrition licensure requirements for persons licensed in other states, territories, or the District of Columbia.

The need for this waiver will be reevaluated at the NCBDN's monthly Board meeting. At a maximum, this waiver will be effective no longer than the effectiveness of Executive Order 130.

Position 2:

It is the Board's understanding that some out-of-state, lawfully practicing nutrition professionals, who are not licensed to provide medical nutrition therapy in North Carolina, now find themselves with patients who are located in North Carolina, who are not able to travel to the provider's state for care. Acknowledging these are unprecedented times, it is the position of the Board that during this State of Emergency, for providers lawfully practicing in states that do not provide for licensure or certification requirements for dietitians and/or nutritionists, the Board will not interfere with established professional/patient relationships that existed before this State of Emergency or necessary new professional/patient relationships, unless a complaint regarding such nutrition care is received from the patient or from a knowledgeable person, on the patient's behalf. This position is consistent with the Board's general practice regarding violations of the Dietetics/Nutrition Practice Act.

With this stated, the Board reserves the right to investigate all complaints received and take action within its authority where the health and safety of the public necessitates.

The Board will continue to monitor this situation and reassess this temporary position as new developments unfold.

Additionally, with approval of Shelia, and in-line with the spirit of the Governor's Executive Orders related to COVID-19, the Board is allowing licensees whose licenses lapsed to convert to an expired status and renew without a late fee if they indicate that they were not able to renew due to circumstances related to COVID-19. This information was included in a lapsed licensee letter that was sent out to all lapsed licensees.

Board Member Positions

Charla reviewed the list of Board Members interested in serving as officers. They are as follows:

- Amanda Holliday – Chair Position
- Dr. Sen – Vice Chair
- Amy Beros – Treasurer
- Analia Camarasa – Secretary

Charla again indicated that the Board has set a special meeting for July 1, 2020 to vote on positions. She encouraged others, if interested in serving, to voice their interest.

Future Board Meeting Dates

Noting that composition of the Board will likely change at the end of June or early July, the Board tentatively set future meeting dates for August 19th and September 16th. The Board had electronically set a special meeting for July 1, 2020 to vote on Board positions noting the present Board Chair and Board Treasurer will not be reappointed.

Secretary's Report –Analia Camarasa

The May 2020 open and closed minutes were reviewed electronically prior to the meeting. Kim motioned to approve the minutes as presented; Dr. Sen seconded the motion. Shelia asked if there was any discussion on the motion. None declared. All approved.

Financial Report –Kim Iles

The May 2020 Cash Flow report, Budget report, Investment report and Savings report were shared with the Board for review electronically prior to the meeting. Kim reviewed highlights from the reports. Christina motioned to approve the financial reports as presented. Dr. Sen seconded the motion. No further discussion. All approved.

Unfinished Business – Charla Burill

- N/A

New Business – Charla Burill

- N/A

Public Comment

Brittany McAllister stated she had no comment for today's meeting.

Analia motioned to adjourn the meeting at 12:15 p.m. and Dr. Sen seconded the motion. All Approved.