

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: March 17, 2023

Board Members Present: Amanda Holliday, Sarah Thomas, Patricia Pitts, Ananya Sen
Staff: Laryssa Smith, *Executive Director*, Marnie Jones, *Board Administrator*
Guest: Henry Jones & Weldon Jones, *NCBDN General Counsel*
Absent: Christie Nicholson, Analia Camarasa

Call to Order – Amanda Holliday

The meeting was called to order at 9:09 a.m. A quorum was present. Amanda reminded the Board of best practices under the Electronic Meetings Policy. Amanda asked if there were any existing conflicts. None reported.

Roll call for attendance:

- Dr. Sen – Present
- Patricia – Present
- Sarah – Present
- Amanda – Present

Analia and Christie were absent. Amanda introduced and welcomed the Board’s new Executive Director, Laryssa Smith. The meeting was Laryssa’s first Board meeting in her new role.

The agenda was sent out to the Board electronically for review. Patricia made a motion to approve the agenda as presented. Christie seconded the motion. Roll call to approve motion: Christie – Yes, Patricia – Yes, Sarah – Yes, Amanda – Yes.

- Weldon Jones joined the electronic meeting at 9:12 a.m.

Secretary’s Report – Patricia Pitts

The HR committee minutes from January 27, 2023, and the HR committee minutes from February 13, 2023 are not ready for review and approval will be tabled until the April meeting. The February 2023 open and closed minutes were provided for electronic review prior to the meeting. Dr. Sen motioned to approve the February 2023 open and closed minutes. Sarah seconded the motion. Amanda asked if there was any discussion on the motion. No further discussion. Roll call to approve motion: Dr. Sen – Yes, Patricia – Yes, Sarah – Yes, Amanda – Yes.

Treasurer's Report – Amanda Holliday (for Christie Nicholson)

The February 2023 Cash Flow report, P&L report, Investment report, and Savings report were shared with the Board for review electronically prior to the meeting. In addition, the reformatted January 2023 budget report was shared for review. Note, one of the Board's CD investments is coming due on March 31, 2023. Since the market is currently volatile, the safest option is to roll the CD into a new one. Patricia motioned to approve the financial reports as presented, and to roll the maturing CD into a new one. Dr. Sen seconded the motion. No further discussion. Roll call to approve motion: Dr. Sen – Yes, Patricia – Yes, Sarah – Yes, Amanda – Yes.

Public Comment – Amanda Holliday

-N/A

Administrator Report – Marnie Jones

Marnie reported the total active licensee count at 3,979. Additionally, there were six Provisional licensees. Since the last administrative numbers report given on February 17, 2023, there had been seventeen new licensees, fifty-five licensees had gone inactive, and five licensees had relinquished.

Marnie noted that 2,700 licensees have renewed thus far, and there were 1,188 left to renew, relinquish or go inactive. Reminder emails will go out through March 31st, and then the orange late postcard will mail to all who expire on March 31, 2023.

Closed Session

Dr. Sen 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). Patricia seconded the motion. No further discussion. Roll call to approve motion: Dr. Sen – Yes, Patricia – Yes, Sarah – Yes, Amanda – Yes.

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

Legal Consultation – Henry Jones and Weldon Jones

- **Administrative Hearing** - Henry noted for the Board that Judge Lassiter has ruled in the Beachler hearing and has upheld the Board's position on all matters before her.
- **Legislative Update** - Weldon advised the Board on the communication that had been sent to all members of the Senate Health Committee.

Applications – Amanda Holliday

The Board reviewed the application materials for Category F applicant DiPerri.

Investigation Report – Amanda Holliday & Marnie Jones

Please see the Investigation report for full details.

- The Board asked for applicant LIDG-WQH3TK to obtain an update on her case plan. The Board will also need to wait until the applicant's CHRI is returned to fully verify details. Final review at April meeting.

Dr. Sen motioned to reopen the meeting at 10:50 a.m. Sarah seconded the motion. No discussion. Roll call for approval: Dr. Sen – Yes, Patricia – Yes, Sarah – Yes, Amanda – Yes.

- There were no members of the public to reenter the meeting.

Open Session - Amanda Holliday

Action related to Closed Session:

- Patricia motioned to approve Applicant DiPerri's Category F application. Dr. Sen seconded the motion. No further discussion. Roll call to approve: Dr. Sen – Yes, Patricia – Yes, Sarah – Yes, Amanda – Yes.

HR Committee

Amanda provided an HR update for the Board, welcoming new hire Laryssa Smith as the Board's new Executive Director. In addition, Marnie Jones is now the Board's full-time Administrator.

LN Open position

Amanda noted that legal counsel has been notified that an appointments bill to fill the open LN position has been filed. The Board awaits a replacement member to be named by Speaker Moore's office.

Physician Member

Amanda noted that a resume for a physician member to replace Dr. Sen has been included in their materials to review. Plan to discuss further in April 2023 meeting.

Unfinished/New Business - Amanda Holliday

- A reminder to Analia, Amanda, and Christie that their Ethics training has expired and must be updated as soon as possible. In addition, the Board has been reminded to file their SEI's before tax day. Marnie will resend that reminder again.

Public Comment – Amanda Holliday

- N/A

Dr. Sen motioned to adjourn the meeting at 11:00 a.m. Patricia seconded the motion. No further discussion. Roll call to approve motion: Dr. Sen – Yes, Patricia – Yes, Sarah – Yes, Amanda – Yes.