

**Minutes of the Meeting of the
Louisiana Board of Examiners in Dietetics and Nutrition**

April 17, 2020

Attending:

**Martina Musmeci Salles, MPH, RDN, LDN, FAND, Chairperson
Monica Pierson-McDaniels, MS, RDN, LDN, Vice Chairperson
Stephenie Marshall, MS, RDN, LDN, Secretary/Treasurer
Dr. Jennifer Jackson, EdD, RD, LDN, Board Member, Board Liaison
April Cintron, MS, RD, LDN, Board Member
Dr. Susan F. Julius, MD, Medical Advisor
Meghan Kavanaugh, APRN, FNP-C, RD, LDN, CDE, BC-ADM, Board Member
Vacant, Consumer Member**

Martina Musmeci Salles, Board Chairperson, called the meeting to order and read the board's mission statement at 10:00 a.m. via Zoom Call, meeting ID 956 518 252. Jolie Jones, Executive Director, and Tracy Jeanmarie, Executive Assistant, were present for the entire meeting. Stephenie Marshall and Dr. Jennifer Jackson joined the meeting a few minutes late.

PUBLIC COMMENTS:

Beth Sloan was present for the public portion of the meeting. Ms. Sloan indicated that the LAND Conference will now be conducted via webinar and noted that LAND will not have another face to face meeting in 2020.

AGENDA:

Motion was made by April Cintron, seconded by Meghan Kavanaugh and unanimously carried, to approve the agenda as presented.

MINUTES:

1. Meeting of January 17, 2020

Motion was made by Dr. Jennifer Jackson, seconded by April Cintron and unanimously carried, to approve the minutes of the January 17, 2020 meeting, as presented.

FINANCIAL:

1. Financial Statement for the Quarter Ended December 30, 2019

Members of the board reviewed the financial statements prepared by Champagne and Associates, for the quarter ended December 30, 2019.

2. Covalent Logic Quote for Renewal Changes

Motion was made by Meghan Kavanaugh, seconded by Monica Pierson-McDaniels and unanimously carried, to approve the quote from Covalent Logic for edits to the annual licensure renewal for \$2,100.00.

3. New Policy regarding Bank transfers for Reimbursement of Monthly Bills

Motion was made by April Cintron, seconded by Dr. Susan Julius and unanimously carried, to adopt the following policy regarding bank transfers:

“A bank account transfer may be made from LBEDN to LBESPA to reimburse monthly operating expenses that are auto drafted in full from LBESPA’s account. All other transfers require written approval of the Executive Director and Secretary/Treasurer prior to initiation.”

ADMINISTRATIVE REVIEW:

1. Board Operations

The Board reviewed data by Fiscal Quarter for 2019-2020. The totals for FY 2019-2020 are as follows:

LDN Applications Received	83
PL-LDN Applications Received	20
Reinstatement Requests	19
Upgrade Requests	21
LDN Applications Approved	68
PL-LDN Applications Approved	18
Reinstatement Requests Approved	14
Upgrades Approved	20
Renewals	N/A
Inactive Renewals	N/A
Delinquent Renewals	147
Delinquent Inactive Renewals	19
Verifications Requested	67
Abandoned Applications	2
Complaints Received	11

2. Executive Director Update

Jolie Jones, Executive Director, informed the Board that she mailed a letter to the Louisiana Board of Ethics regarding possible HPFL scholarships for dietitians on March 11, 2020 and is awaiting a response. Additionally, she informed board members that Senator Mills responded that he would not be able to carry the Board’s requested legislation this year. Jolie Jones also informed the Board that she has established contact with Lauryn Sudduth, Assistant Attorney General.

3. Update from LBEDN’s Liaison to LAND

Dr. Jennifer Jackson informed the board members that the LAND conference has been cancelled and is now going to be conducted via webinar. LAND has not yet sent in a request for nominations to Boards and Commissions.

Dr. Jackson also asked if the board members had any information that needs to be included in the upcoming LAND newsletter.

4. Update on April 2020 Newsletter

Jolie Jones informed the Board that the April 2020 Newsletter was sent out on April 2, 2020. The Board would like to do another small newsletter with a COVID-19 update, noting that the Board has experienced no disruption in services and applications were still approved within 24-48 hours, as usual. Additionally, the Board would like to include information regarding telenutrition and that the LAND conference will now be done virtually.

5. Letter from CDR for Successful Completion of the Exam

Board members reviewed the standard letter sent by CDR to an individual who has successfully completed the examination. The letter says “You may now use the credential designation Registered Dietitian (RD) or Registered Dietitian Nutritionist (RDN) following your name”.

Motion was made by Monica Pierson-McDaniels, seconded by Dr. Jennifer Jackson and unanimously carried, to send a letter to CDR regarding title protection in some states, and this statement may cause confusion.

6. Discussion Regarding Any Necessary Changes from COVID-19

The Board does not have any changes necessitated by COVID-19 at this time.

7. Personal Qualities of Regulatory Board Members

The Board has previously adopted the Personal Qualities of Regulatory Board Members from FARB. Jolie Jones has created a sheet to correspond with the personal qualities, which all board members are being asked to sign, and that will now be included as part of the Board’s orientation packet moving forward.

CONFERENCE CALL WITH HEALTHCARE PROFESSIONALS’ FOUNDATION OF LOUISIANA (HPFL) AT 10:30 A.M.:

Board members had a conference call with Felix Vanderlick, Compliance Manager and Assistant to Dr. J. David Hammond. Board members discussed their concerns with Mr. Vanderlick regarding the role of the HPFL. Mr. Vanderlick explained that HPFL is like a Compliance Officer at the contract stage. Board members discussed their concerns and questioned if there were other facilities that could be considered as a more affordable option for the licensees. Mr. Vanderlick explained that medical treatment, quality, and continuity of care are concerns in some of the other facilities that have been looked at. Board members discussed the feasibility of scholarships for participation in the HPFL program, as the Board feels that the cost may be prohibitive for some licensees. HPFL’s policy is to stay away from the handling of scholarship distributions, as that necessitates delving into an individuals’ personal finances and is really not the purpose of the program.

The Board members feel that it would be a conflict of interest for the Board to run a scholarship program or accept donations for dietitians/nutritionists to participate in the HPFL. While this is a worthy cause, it make create a conflict of interest. The Board will wait to receive the legal opinion from the Louisiana Board of Ethics, but based on today's conversation, board members do not feel that the Board should move forward with providing a scholarship program to assist with costs to participate in the HPFL program.

Board staff will get a copy of the list of facilities that are acceptable from the Louisiana State Board of Nursing and send to Dr. Susan Julius for review.

EXECUTIVE SESSION:

Motion was made by Monica Pierson-McDaniels, seconded by Dr. Jennifer Jackson and unanimously carried, to move into Executive Session at 11:52 a.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting,

for investigative proceedings regarding allegations of misconduct or any other matter now provided for or as may be provided for by the legislature.

Motion was made by Dr. Susan Julius, seconded by Meghan Kavanaugh and unanimously carried, to come out of Executive Session at 12:40 p.m. to make the following motions:

1. Review of Pending Complaints

a. Complaint #2019-11

Motion was made by Dr. Susan Julius, seconded by Monica Pierson-McDaniels and unanimously carried, to dismiss complaint #2019-11.

2. Review of New Complaints

a. Complaint #2020-07

Motion was made by Meghan Kavanaugh, seconded by Dr. Jennifer Jackson and unanimously carried, to send a letter regarding scope of practice and title protection.

b. Complaint #2020-08

Motion was made by Monica Pierson-McDaniels, seconded by Dr. Susan Julius and unanimously carried, to send a letter to the facility regarding the concerns.

c. Complaint #2020-09

Motion was made by Dr. Jennifer Jackson, seconded by Meghan Kavanaugh and unanimously carried, to send a letter regarding scope of practice and title protection.

d. Complaint #2020-10

Motion was made by Monica Pierson-McDaniels, seconded by Meghan Kavanaugh and unanimously carried, to send a letter regarding scope of practice and title protection.

e. Complaint #2020-12

Motion was made by Monica Pierson-McDaniels, seconded by Meghan Kavanaugh and unanimously carried, to send a letter regarding scope of practice and title protection.

3. Review of Applications

Motion was made by April Cintron, seconded by Meghan Kavanaugh and unanimously carried, to accept and approve the applications for the **LDN License** for the following:

Dixon, Lyndsay	3095	Parent, Jennifer	3096
Wright, Valerie	3097	Fentress, Amber	3098
Richard, Zannah	3099	Adams, Shelby	3100
Bovey, Alexandra	3100	Kanner, Kristen	3102
Berluchaux, Ashley	3103	Kuchta, Marie	3104
Ramsey, Justine	3105	Schexnayder, Isabelle	3106
Johnson, Amy	3107	Williams, Camice	3108
Domachowski, Erin	3109	Dudley, Ayana	3110
Grant, Ainslee	3111	Berry, Lauren	3112
Baum, Jennifer	3113	Mason, Sherri	3114
Robbins, Rachel	3115	Saddy, Malak	3116
Harris, Carolyn	3117	Ball, Stephanie	3118
Gillies, Samantha	3119	Gouzoubachian, Ayla	3120
Helterbran, Allie	3121	Pack, Tessa	3122
Nannola, Rachel	3123	Williams, Fatrice	3124
Alotaibi, Anna	3125		

Motion was made by Monica Pierson-McDaniels, seconded by Meghan Kavanaugh and unanimously carried, to accept and approve the applications for the **Provisional LDN License** for the following:

Prasertong, Anjali	3093	Breaux, Geneva	3094
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Motion was made by April Cintron, seconded by Meghan Kavanaugh and unanimously carried, to **upgrade** the following licenses:

Stansbury, Gabrean	3025	Praertong, Anjali	3093
Moholland, Meghan	3092	Gilbeaux, Jamie	3087
Miller, Carmen	3091	Johnson, DaJanae	2905
Carpenter, Sarah	3084		

Motion was made by Dr. Jennifer Jackson, seconded by Monica Pierson-McDaniels and unanimously carried, to **reinstate** the following licenses:

Harrell, Angelle	2251	Simmons, Kathryn	2247
Savoy, Molly	2685	Terrell, Wendy	1003

Motion was made by Dr. Susan Julius, seconded by Meghan Kavanaugh and unanimously carried, to adjourn the meeting at 12:50 p.m.


Martina Musmeci Salles, MPH, RDN,
LDN, FAND
Chairperson


Stephenie Marshall, MS, RDN, LDN
Secretary/Treasurer