

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

May 3, 2019

Attending:

**Martina Musmeci Salles, MPH, RDN, LDN, FAND, Chairperson
April Cintron, RD, LDN, Board Member, Secretary/Treasurer
Monica Pierson-McDaniels, RD, LDN, Board Member, Board Liaison
Jennifer Jackson, EdD, RD, LDN
Meghan Kavanaugh, MS, RN, RD, LDN, CDE, Board Member
Vacant, Consumer Member**

Absent:

**Stephenie Marshall, MS, RDN, LDN, Vice Chairperson
Howard Wetsman, MD, Medical Advisor**

Martina Musmeci Salles called the meeting to order and read the board's mission statement at 8:40 a.m. in the Conference Room of the board office located at 37283 Swamp Road, Suite 3B, Prairieville, Louisiana. Jolie Jones, Executive Director, was present for the entire meeting.

PUBLIC COMMENTS:

No one was present at the meeting to provide public comments.

WELCOME NEW BOARD MEMBER:

Martina Musmeci Salles welcomed Dr. Jennifer Jackson as the board's newest member.

AGENDA:

Motion was made by April Cintron, seconded by Monica Pierson-McDaniels and unanimously carried, to approve the agenda as presented.

MINUTES:

1. Meeting of January 26, 2019

Motion was made by Monica Pierson-McDaniels, seconded by Meghan Kavanaugh and unanimously carried, to approve the minutes of the January 26, 2019 meeting, as presented.

EXECUTIVE SESSION:

Motion was made by April Cintron, seconded by Meghan Kavanaugh and unanimously carried, to move into Executive Session at 8:46 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 April Cintron, seconded by Meghan Kavanaugh and unanimously carried, to come out of Executive Session at 9:45 a.m. to make the following motions:

1. Review of Pending Complaints

a. Complaint #2018-07

Motion was made by Monica Pierson-McDaniels, seconded by Jennifer Jackson and unanimously carried, to remove the confidential status and report suspension to the National Practitioner DataBank (NPDB) and send a letter requesting that the licensee remove the license and credentials listed on social media.

b. Complaint #2018-10

Motion was made by Meghan Kavanaugh, seconded by Monica Pierson-McDaniels and unanimously carried, to dismiss Complaint #2018-10.

c. Complaint #2019-04

Motion was made by Jennifer Jackson, seconded by Meghan Kavanaugh and unanimously carried, to dismiss complaint #2019-04, as the Board has found no proof that the this individual has violated the Board's Rules or Practice Act.

d. Complaint #2019-05

Motion was made by Monica Pierson-McDaniels, seconded by Meghan Kavanaugh and unanimously carried, to dismiss Complaint #2019-05.

2. Receipt of New Complaints

a. Complaint #2019-06

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

b. Complaint #2019-07

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

3. Review of Applications

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

Sawatzki, Karen	2999	Reske, Kathryn	3000
Willis, Valerie	3001	Overstreet, Natalie	3002
Gibson, Amanda	3003	Vuylsteke, Kirsten	3005
Rogers, Valerie	3006	Meyer, Lauren	3007
Huthwaite, Rhonda	3008	Johnson, Lauren	3009
Hamilton, Taylor	3010		

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

Sells, Kaitlyn	2998	Faucheux, Brandie	3004
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Motion was made by Meghan Kavanaugh, seconded by April Cintron and unanimously carried, to **upgrade** the following licenses:

Stigler, Lauren	2997	DeJean, Amber	2981
Tyson, Sarah	2986	Hyde, Allison	2979
Comeaux, Julie	2993	Sells, Kaitlyn	2998

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

Glass, Donna	2269	Olson, Julie	2405
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FINANCIAL:

1. Financial Statements for the quarter ended December 31, 2018

Members of the board reviewed the financial statements prepared by Champagne and Associates, for the quarter ended December 31, 2018.

ADMINISTRATIVE REVIEW:

1. Board Operations

The Board reviewed data from January 23, 2019 – April 26, 2019. The summary is as follows:

Applications Received	19
Upgrade Requests	8
Applications Approved	16
Upgrades Approved	9
Renewals	134

Late Renewals	N/A
Complaints Received	2

2. Executive Director Update

Jolie Jones, Executive Director, provided board members with an update that Senator Mills was contacted and asked to carry a bill for the Board requesting to have the board nomination process revised; however, he had already reached his maximum number of bills for this session. Ms. Jones reminded board members to file their Tier 2.1 financial disclosure with the Louisiana Board of Ethics. Board members also discussed that Maine Board of Licensing of Dietetic Practice no longer provides verification of licensure, except through their licensee search on their website. Board members also discussed that the Board will either present or exhibit at the LAND Conference in the future, but it is not necessary to do both.

3. LBEDN Newsletter Update

The Board reviewed the April 2019 Newsletter.

4. Financial Transfer Policy

Motion was made by Jennifer Jackson, seconded by April Cintron and unanimously carried, to adopt the following policy:

“A bank account transfer may be made from LBEDN to LBESPA to reimburse for the Executive Director’s salary on a quarterly basis. All other transfers require written approval of the Executive Director and Secretary/Treasurer prior to initiation.”

5. Rules Update

Motion was made by April Cintron, seconded by Jennifer Jackson and unanimously carried, to create a policy that the Board will review rules bi-annually and policies annually.

6. Criminal Background Checks

Tabled for another time.

7. Update on Board Appointments

Dr. Jennifer Jackson was recently appointed to fill Lori Roy’s board member position. Dr. Howard Wetsman’s term has ended and we have submitted the information to advertise the position with the Louisiana Medical Society, but no nominees have been submitted. Meghan Kavanaugh has resubmitted her name for nomination, but no appointment has been made.

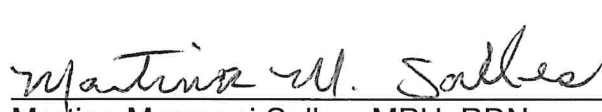
CORRESPONDENCE:

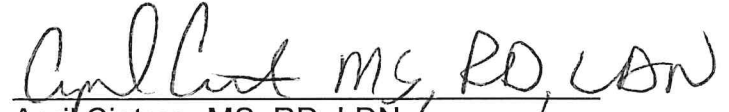
1. Email dated April 29, 2019, from Amy Hogan regarding proper use of credentials for Provisional LDNs

Board members reviewed an email from Amy Hogan. The Board will send a response that the information was current at the time and we were not aware it had been updated. The Board has revised the document to reflect this

change. Board staff will send an email to all licensees with the revised document regarding proper use of credentials for Provisional LDNs.

Motion was made by Monica Pierson-McDaniels, seconded by Meghan Kavanaugh and unanimously carried, to adjourn the meeting at 11:05 a.m.


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


April Cintron, MS, RD, LDN
Secretary/Treasurer