

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 17, 2025

Board Members: Sarah Thomas, Deanna Didiano, Maggie King, Patricia Pitts, Babbi Hawkins, Janice Shannon, Christie Nicholson

Staff: Marnie Jones, *Executive Director*; Frances Cheung, *Licensing Administrator*; Laine Moye, *Licensing Coordinator*

Guest(s): Henry Jones, *NCBDN General Counsel*

Diane Keegan, Rebecca Dattola, Kelly Povroznik, Jenna Boytek, Tammi Chapman, *West Virginia Board of Licensed Dietitians*

**Call to Order** – Sarah Thomas

The meeting was called to order at 9:04 a.m. A quorum was present. No conflicts of interest were presented.

The agenda was sent out to the Board electronically for review. Janice made a motion to approve the agenda as presented. Patricia seconded the motion. Roll call to approve agenda:

- Babbi - Approve (& present)
- Christie – Approve (& present)
- Dr. Didiano – Approve (& present)
- Janice – Approve (& present)
- Maggie – Approve (& present)
- Patricia - Approve (& present)
- Sarah - Approve (& present)

**Secretary’s Report** – Patricia Pitts

The November 2024 open & closed meeting minutes were provided for electronic review prior to the meeting. Christie motioned to approve the minutes presented. Dr. Didiano seconded the motion. Sarah asked if there was any discussion on the motion. No further discussion. Roll call to approve motion: Babbi – Yes, Christie – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.

**Treasurer’s Report** – Christie Nicholson

The November & December Cash Flow reports, Savings reports, Budget reports, and Investment reports were sent for prior review to the Board electronically. Dr. Didiano motioned to approve the financial reports as presented. Janice seconded the motion. Sarah asked if there was any discussion on the motion. No further

discussion. Roll call to approve motion: Babbi – Yes, Christie – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.

**Public Comment** – Sarah Thomas

-N/A

**Licensing Administrator Report** – Frances Cheung

Frances reported the total active licensee count at 4,675. Additionally, there were eight Provisional licensees since the last Board meeting on November 15, 2024. Since the last administrative numbers report given on November 15, 2024, there have been 94 new licensees, 22 licensees have gone inactive, and two licensees have relinquished.

Green renewal postcards were mailed to licensees at the beginning of January, as well as email notification. A reminder email blast will go out in late January. A reminder postcard will be mailed in mid-February.

713 licensees have renewed their licenses to date.

3,930 licensees have not yet Renewed/Gone Inactive/Relinquished.

**Open Session** – Marnie Jones

- Marnie shared that she recently met with Catherine and Connor from the UNC Sheps Center to learn more about the work being done by the Sheps Center and to discuss considerations, benefits and the possibility of the Board joining. Some benefits include getting the word out about underserved/under-represented counties and providing data that would be used to objectively inform state health workforce policy. Marnie noted that there would not be any burden involved with staffing, time, etc., as the information requested is information that we readily have available, as they are similar to reports that we regularly send to other agencies as part of public records requests. In addition, there would not be any costs for the Board to participate.
  - Henry joined the meeting at 9:16 am.
- Maggie motioned to approve the Board joining the Sheps Center project and sending data to UNC Sheps Center. Dr. Didiano seconded the motion. Roll call to approve motion: Babbi – Yes, Christie – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.

**New/Unfinished Business** – Marnie Jones

- Marnie shared that Network Scout, the longtime IT provider for the Board, will be closing by the end of 2025. Marnie is working with Jason from Network Scout to develop an RFP for a new vendor bid.
  - Rebecca Dattola, Kelly Povroznik, Jenna Boytek and Tammi Chapman joined the meeting at 9:27 am.
- W2s went out electronically and paper copies will be mailed out today.

**Discussion with Representatives from the West Virginia Board of Licensed Dietitians** – Marnie Jones, Henry Jones, West Virginia Board of Licensed Dietitians

The North Carolina Board of Dietetics/Nutrition and the West Virginia Board of Licensed Dietitians had a discussion regarding West Virginia potentially adding a Licensed Nutritionist (LN) pathway to West Virginia licensure.

- The West Virginia Board shared their impetus for considering the change. They are currently considering either adding the LN pathway for licensure or increasing the scope of practice for LDNs.
  - Marnie shared a brief history of how the Board decided to add the LN pathway to licensure, as well as the steps it took to get there.
  - Henry shared some legal considerations with the West Virginia Board.
- Diane, Rebecca, Kelly, Jenna and Tammi left the meeting at 10:13 am.

**Closed Session**

Patricia motioned to close the meeting for discussion regarding **Investigations**, pursuant to Article 33C of Chapter 143, §143-318.11(7) and NCBDN ByLaws, Article V (5) Section 4 (7) and **Applications**, pursuant to Article 33C of Chapter 143, §143-318.18(6) and Article 5 of the Bylaws, Section 4 (8). Christie seconded the motion. No further discussion. Roll call to approve motion: Babbi – Yes, Christie – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.

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

**Investigations** – Marnie Jones, Investigation Committee  
Please see the Investigation report for full details.

- Henry left the meeting at 10:35 am.

Maggie motioned to reopen the meeting at approximately 10:37 a.m. Christie seconded the motion. No discussion. Roll call to approve motion: Babbi – Yes, Christie – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.

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

**Open Session** – Sarah Thomas

Actions related to closed session:

1. Maggie motioned to close Public Case 2024-0208 and send caution and closure letters to the Respondent and Complainant, respectively. Christie seconded the motion. No discussion. Roll call to approve the motion: Babbi – Yes, Christie – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.
2. Dr. Didiano motioned to approve applicant BAD-JSYM3U for licensing, upon receipt of the background check report and confirming that it matches the self-reported charges. Patricia seconded the motion. No discussion. Roll call to approve the motion: Babbi – Yes, Christie – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.

**Public Comment** – Sarah Thomas

- N/A

Christie motioned to adjourn the meeting at 10:42 a.m. Dr. Didiano seconded the motion. No further discussion. Roll call to approve motion: Babbi – Yes, Christie – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.