

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: November 15, 2024

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

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

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

*Absent:* Christie Nicholson

**Call to Order** – Sarah Thomas

The meeting was called to order at 9:05 a.m. A quorum was present. No conflicts of interest were presented.

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

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

**Secretary's Report** – Patricia Pitts

The October 2024 open & closed meeting minutes were provided for electronic review prior to the meeting. Dr. Didiano motioned to approve the minutes 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, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.

**Treasurer's Report** – Sarah Thomas (for Christie Nicholson) & Marnie Jones

The October 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. Patricia seconded the motion. Sarah asked if there was any discussion on the motion. No further discussion. Roll call to approve motion: Babbi – 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 4,605. Additionally, there were ten Provisional licensees since the last Board meeting on October 18, 2024. Since the last administrative numbers report given on October 18, 2024, there have been 58 new licensees, zero licensees have gone inactive, and zero licensees have relinquished.

**Follow-Up Discussion Regarding Partial Credit for Category F Applicants** – Sarah Thomas & Marnie Jones

The Board continued the discussion from the last Board meeting regarding partial credit for Category F applicants.

- Marnie shared that there are three other states with laws similar to North Carolina regarding the acceptance of partial credit. The Boards from these other states have wording in their laws that allow for some flexibility in the acceptance of partial credit, including: "...OR an equivalent..." "...but may not be limited to..." and "...or an equivalent approved by the Board..."
- Marnie shared key takeaways from her discussion with Henry regarding any possible ramifications or liabilities to changing what the Board may accept in regards to partial credit.
- Marnie shared information on pre-requisites for the courses at the University of Western States (UWS) that are being considered for partial credit.
- Babbi's colleague, who is the Director of a Didactic Program at the University of North Carolina at Greensboro (UNCG), offered to review two course syllabi and their evaluations for partial credit. Babbi shared her colleague's insights and feedback with the Board.

### **Closed Session**

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

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

**Legal Consultation** – Henry Jones

Henry noted that North Carolina's law is very specific/clear regarding the Biochemistry requirement. The law states "At least six (6) semester hours must be in biochemistry," compared to the law regarding the Human Anatomy requirement, which offers some flexibility and states "Three (3) semester hours must be in human anatomy and physiology or the equivalent."

**Investigations** – Marnie Jones

Please see the Investigation report for full details.

**Application Review**

There were no applications ready for Board review.

Dr. Didiano motioned to reopen the meeting at approximately 11:22 a.m. Janice seconded the motion. No discussion. Roll call to approve motion: Babbi – 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. Dr. Didiano motioned to issue a fraud alert in the Brown case matter. Maggie seconded the motion. No discussion. Roll call to approve the motion: Babbi – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.
2. Maggie motioned to deny applicant Moore for licensing under § 90-363(a). Patricia seconded the motion. No discussion. Roll call to approve the motion: Babbi – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.
3. Patricia motioned to send applicant Freeman a non-disciplinary caution letter for case FREE-SRQ9L3. Janice seconded the motion. No discussion. Roll call to approve the motion: Babbi – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.

All Annual Reports were submitted before their due dates.

**Unfinished/New Business** – Marnie Jones & Frances Cheung

- Regarding Hurricane Helene outreach and any provisions offered, Frances shared that one applicant reached out inquiring about fingerprinting assistance. Information was provided to the applicant. No other applicants have requested assistance at this time.
- A reminder to Patricia that her Ethics training date is due to expire on 12/18/2024 and must be done by this date.
- The Board agreed to cancel the December 13<sup>th</sup> meeting.
- Marnie led the Board to set the next set of regularly scheduled Board meeting dates for February to July 2025. The dates were set as follows:
  - February 21, 2025
  - March 14, 2025
  - April 25, 2025
  - May 16, 2025
  - June 20, 2025
  - July 18, 2025

**Public Comment** – Sarah Thomas

- N/A

Maggie motioned to adjourn the meeting at 11:36 a.m. Janice seconded the motion. No further discussion. Roll call to approve motion: Babbi – Yes, Dr. Didiano – Yes, Janice – Yes, Maggie – Yes, Patricia – Yes, Sarah – Yes.