

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: October 18, 2024

Board Members: Sarah Thomas, Christie Nicholson, 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): Amy Smith, *BCNS*

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. Sarah introduced and welcomed Janice Shannon to the Board. The Board reviewed the Statement of Economic Interest letter from the State Ethics Commission regarding Janice and noted that a potential for a conflict of interest was found, but the potential conflict identified does not prohibit service on the Board.

- 9:08 a.m. Patricia Pitts joined the meeting.

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

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

Secretary's Report – Patricia Pitts

The August 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 August and September 2024 Cash Flow reports, Savings reports, Budget reports, and Investment reports, as well as the FY 23/24 Final Audit were sent for prior review to the Board electronically. Marnie noted that the Audit needs approval today so reports with a deadline of October 31st can be submitted on time.

In addition, Marnie noted that the increase of fees that were implemented at the end of 2022 is resulting in a buildup of the Board's reserves to be better protected as a Board. Additionally, there has been an increase of approximately 50% of applications this year than last year and reduction in overall costs, including a decrease in legal fees due to closing out some outstanding complaints.

Patricia motioned to approve the financial reports as presented, as well as the FY23/24 Audit. 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, 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 4,547. Additionally, there were ten Provisional licensees since the last Board meeting on August 23, 2024. Since the last administrative numbers report given on August 23, 2024, there have been 140 new licensees, three licensees have gone inactive, and three licensees have relinquished.

Information from BCNS – Guest Amy Smith from BCNS

- 9:43 a.m. Christie Nicholson joined the meeting.

Ms. Smith provided information regarding how BCNS evaluates partial credit for CNS applicants. The Board discussed whether they may want to allow and accept BCNS evaluations for Category F applicants. Ms. Smith shared that BCNS is willing to share any course or degree evaluations with the Board, upon request. The floor was open for discussion.

- 10:05 a.m. Amy Smith left the meeting.

Closed Session

Christie motioned to close the meeting for discussion regarding **Investigations**, pursuant to Article 33C of Chapter 143, §143-318.11(7), as well as for **Applications**, pursuant to Article 33C of Chapter 143, §143-318.18(6) and Article 5 of the Bylaws, Section 4 (8). Maggie 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.

Investigations

Please see the Investigation report for full details.

Application Review – Education Committee

The Board reviewed the application submission for KGrumeretz.

The Board reviewed the application submission for KMacDonald.

Patricia motioned to reopen the meeting at approximately 11:04 a.m. Maggie 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 cases 2022-0189 and 2022-0192. 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. Maggie motioned to approve applicant KMacDonald for licensing. Janice 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.

Unfinished/New Business – Marnie Jones

Marnie shared that Governor Cooper’s Executive Order 318 does not call out the Board by law to make any changes or provisions due to Hurricane Helene. However, she noted that there are two areas that the Board can help applicants: providing resources for those who have lost their ID or other documents due to flooding, etc. and access to fingerprinting services.

The Board discussed sending a targeted message to applicants who may have been potentially affected by the Hurricane, and also adding a blurb on the NCBDN website with resources and information, until the State of Emergency order by Governor Cooper is lifted. Staff will provide reporting for the next Board meeting.

Christie motioned to allow staff to honor reasonable accommodations for Hurricane affected persons for needs up to and including fingerprinting process, until further notice. Maggie 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.

Public Comment – Sarah Thomas

- N/A

Patricia motioned to adjourn the meeting at 11:34 a.m. 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.