

NORTH CAROLINA BOARD OF DIETETICS/NUTRITION
BOARD MEETING
9:30 A.M.
140 PRESTON EXECUTIVE DRIVE, SUITE 205-C
CARY, NC 27513

OPEN MINUTES: February 19, 2020

Board Members Present: On call: Shelia Garner Link, Christina Wilson, Amanda Holliday, Amy Beros, Analia Camarasa (joined at 10:22 a.m.); In Person: Kim Iles (arrived 9:57 a.m.)

Director: Charla Burill, Executive Director

Ex-Officio: Marnie Jones, Administrative Specialist

Guests: Nick Brotzel, BCNS representative

Call to Order – Shelia Garner Link

The meeting was called to order at 9:39 a.m. A quorum was present. Shelia asked if there were any conflicts of interest. None declared. Shelia asked the Board if there were any changes to the agenda. None declared. Amanda Holliday motioned to accept the agenda as presented. Amy Beros seconded the motion. The agenda was adopted unanimously.

Financial Report – Charla Burill (for Kim Iles)

The January 2020 Cash Flow report, Budget report, Investment report and Savings report were shared with the Board for review electronically prior to the meeting. Charla reviewed highlights from the reports. Amy Beros motioned to approve the financial reports as presented. Amanda seconded the motion. No further discussion. All approved.

Secretary's Report – Charla Burill (for Analia Camarasa)

The January 2020 open and closed minutes were reviewed electronically prior to the meeting. Amanda motioned to approve the minutes as presented; Christina seconded the motion. Shelia asked if there was any discussion on the motion. None declared. All approved.

Administrative Specialist Report – Marnie Jones

The total active licensee count is 3,306. Additionally there are four Provisional licensees. Since the last administrative numbers report given on December 18, 2019, there have been fifty-six new licensees, and zero new provisional licensees issued. Also, since the December 18, 2019 meeting report, fifty-six licensees have gone inactive, and eight licensees have relinquished.

Thus far, 1,264 licensees renewed their license and 1,985 remain to renew. The yellow renewal reminder postcard was mailed out on February 12, 2020. Renewal reminders through March 31, 2020 will be sent via email correspondence. The late postcard will be sent the first week of April.

Executive Director Report – Charla Burill

Investments – Charla recapped the findings from her research of investment providers. A recommendation from another board for Live Oak Bank was discussed. Amy Beros acknowledged that she has worked with them in her previous professional capacity and can vouch for their product and service. Charla ensured the Board was aware that if moving investments to Live Oak, Charla would then become the administrator of the funds as they mature and get reinvested, while at Wells Fargo, the investment advisor would continue to manage that piece. Thus, this responsibility would be a part of the Executive Director duties. Amy Beros commented that Live Oak Bank is extremely philanthropic and she felt being with a local NC bank would be a good thing if it fit the Board’s needs as well. Kim Iles commented that if we could be earning a better rate of return, then the switch did not seem to be harmful. Shelia commented she felt ok with trying Live Oak bank on a rolling basis as funds matured through Wells Fargo. Amy Beros motioned to move the Board’s CD investments to Live Oak Bank in Wilmington, NC on a rolling basis as funds mature through Wells Fargo. Amanda seconded the motion. No further discussion was raised. All approved.

Amy Beros motioned to close the Board meeting for discussion regarding complaints, and investigations, pursuant to Article 33C of Chapter 143, §143-318.11(7); Article 5 of the Bylaws, Section 4 (7), as well as closure for the review of applications, pursuant to Article 33C of Chapter 143, §143-318.18(6) and Article 5 of the Bylaws, Section 4 (8). Amanda seconded the motion. No further discussion was raised. All approved.

Nick Brotzel left the meeting at 10:11 a.m.

Executive Director’s Report, Con’t. –Charla Burill

Applicant Davis – Charla recapped where the Board stood with Applicant Davis’s most recent inquiry letter.

Analia Camarasa joined the call at 10:22 a.m.

Applicant Higginbotham - Charla recapped where Ms. Higginbotham’s application stood. Charla recapped where the Board stood with the request to Dr. Schuler to answer some of the Board’s questions. The Board reviewed and discussed Ms. Higginbotham’s most recent supplementary submissions.

Investigation Report – Charla Burill

- There was no investigation report for this month.

Kim made a motion to reopen the Board meeting at 11:13 a.m. Christina seconded the motion. All approved.

The Board recessed from 11:14 -11:20 a.m.

Nick Brotzel rejoined the call at 11:20 a.m.

Legal Training – Charla Burill

Charla conducted the bi-annual legal training for Board members as required under N.C. Gen. Stat. §93B. See presentation submitted in January 2020 meeting minutes for laws reviewed. All present except for Dr. Ananya Sen.

Unfinished Business – Charla Burill

- Charla reminded the Board that Shelia and Kim’s positions will be open as of June 2020. She has received several inquiries and interested parties. The board discussed that the legislative session will be shorter than usual as it is both a short session year as well as an election year.

New Business – Charla Burill

Marnie noted that on Monday February 24th the office building will switch internet providers and thus we have been told there will be some minimal downtime possible.

Amanda motioned to adjourn the meeting at 12:23 p.m. and Kim seconded the motion. All Approved.