Minutes of the Meeting of the

Louisiana Board of Examiners in Dietetics and Nutrition

January 30, 2026

Attending:
Jennifer Duhon, MS, RDN, LDN, Vice Chairperson, Board Liaison
Marie Simpson, BSN, RN, CDCES, Secretary/Treasurer
Terry Charles, MS, RD, LDN, Board Member
Jamie M. Cochran, Consumer Board Member
Martina Musmeci Salles, MPH, RDN, LDN, FAND, Board Member
Katie M. Vedros, MS, RD, LDN
Absent:
Monica Pierson-McDaniels, MS, RDN, LDN, Chairperson
Vacant, Medical Advisor

Jennifer Duhon, Vice Chairperson, called the meeting to order and read the board's mission statement at 10:08 a.m. via in person meeting. Jolie Jones, Executive Director, was present for the entire meeting. Luke Piontek, Legal Counsel, participated in the meeting via electronic means. The meeting was open to the public via electronic means. Monica Pierson-McDaniels, Board Chairperson, was excused from the meeting. Marie Simpson and Jamie Cochran joined the meeting at 10:10 a.m.

PUBLIC COMMENTS:

No member of the public was present for the open meeting.

AGENDA:

Motion was made by Katie Vedros, seconded by Martina Musmeci Salles and unanimously carried, to adopt the agenda as amended to move the rules discussion to after Executive Session.

MINUTES:

1. **Meeting of November 14, 2025**
   Motion was made by Martina Musmeci Salles, seconded by Terry Charles and unanimously carried, to approve the minutes of the November 14, 2025 meeting, as presented.

EXECUTIVE SESSION:

Motion was made by Katie Vedros, seconded by Martina Musmeci Salles and unanimously carried, to move into Executive Session at 10:10 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 Martina Musmeci Salles, seconded by Marie Simpson and unanimously carried, to come out of Executive Session at 10:15 a.m. to make the following motions:

1. **Review of New Complaints**
   a. **Complaint #2026-06**
   Motion was made by Martina Musmeci Salles, seconded by Terry Charles and unanimously carried, to accept Complaint #2026-06 and combine with Complaint #2026-03.

2. **Review of Applications**

Motion was made by Marie Simpson, seconded by Martina Musmeci Salles and unanimously carried, to accept and approve the applications for the **LDN License** for the following:

Dodd, April	4110	McIntosh, Katelyn	4111
Vaughn, Carolyn	4112	Nguyen, Jenny	4113
Jennings, Susan	4114	Wolcott, Raluca	4115
Herman, Joseph	4116	Hilley, Camila	4117
Green, Alyssa	4118	Thomas, Stephanie	4119
Torain, Shandy	4120	Farnsworth, Leah	4121
Keirsey, Robin	4122	Garcia, Joanna	4123
Laultz, Megan	4127	Diaz, Isaac	4128
Ramirez, Leslie	4129	Skibley, Margaret	4130
Owens, Sophia	4131	Paolino, Brooke	4132
Harper, Hannah	4133	Barker, Madeline	4134
Waguespack, Christina	4135	Li, Juichia	4136
Davidson, Grace	4137	Young, Sara	4138
Kassner, Bailey	4139	Paniagua, Yaquelin	4141
Reamer, Briana	4143	Golen, Rebecca	4144

Motion was made by Marie Simpson, seconded by Terry Charles and unanimously carried, to accept and approve the applications for the **Provisional LDN License** for the following:

Gould, Samantha	4124	Hughs, Allison	4125
Sunde, Reagan	4126	Giangrande, Taylor	4140
Ponnappa, Joanne	4142		

Motion was made by Marie Simpson, seconded by Katie Vedros and unanimously carried, to **upgrade** the following licenses:

George, L'Asia	3680	Ardoin, Hallie	4104
Emily Mistretta	4027		

Motion was made by Marie Simpson, seconded by Terry Charles and unanimously carried, to **reinstate** the following licenses:

Johnson, Brooke	3085	Peters, Cheryl	3833
Smith, Lydia	3452	Greenwood, Brittany	2976
Byrd, Madeline	1576	Mitchell, Randall	3083

PUBLIC COMMENTS:
No member of the public was present for the open meeting.

REVIEW OF RULES AND REGULATIONS AS PER EXECUTIVE ORDER NO. 25-038. 115, 119, 121, 123, 301, 501, 503, 505, 701:
Board members reviewed the Board's Rules and Regulations, to meet the requirements of Executive Order 25-038. The Board reviewed 115. Gratuitous Service During a Declared Public Health Emergency, 119. Denial, Suspension or Revocation of License, 121. Prohibited Practice, 123. Fees, 301. Board Members, 501. Authority, 503. Investigation of Complaints, 505. Conduct of Hearing, and 701. Purpose and Scope and made suggestions for future revisions.

Motion was made by Martina Musmeci Salles, seconded by Marie Simpson and unanimously carried, to move forward with Rules promulgation process, after legal counsel approval.

ADMINISTRATIVE REVIEW:

1. **Executive Director Update**
   Jolie Jones informed Board members that the Rules Report as per Executive Order No. 25-038 was sent. Ms. Jones also reminded the board that their mandatory state training is due by the end of the month.

2. **Board Operations & Geographical Data Table**
   The Board reviewed data for Quarter 3 of FY 2026 to date from January 1, 2026 to January 22, 2026, as follows:

LDN Applications Received	11
Provisional LDN Apps Received	2
Reinstatement Requests	3
Upgrade Requests	2
LDN Applications Approved	17

Provisional LDN Apps Approved	3
Reinstatement Requests Approved	3
Upgrades Approved	1
Renewals	0
Inactive Renewals	0
Delinquent Renewals	1
Delinquent Inactive Renewals	0
Verifications Requested	15
Abandoned Applications	1
Complaints Received	1
Requests to return to Active	0

The totals for FY 2026, Quarter 2, are as follows:

LDN Applications Received	49
Provisional LDN Apps Received	6
Reinstatement Requests	7
Upgrade Requests	5
LDN Applications Approved	47
Provisional LDN Apps Approved	3
Reinstatement Requests Approved	3
Upgrades Approved	1
Renewals	0
Inactive Renewals	0
Delinquent Renewals	1
Delinquent Inactive Renewals	0
Verifications Requested	78
Abandoned Applications	7
Complaints Received	3
Requests to return to Active	0

3. **2026 LBEDN Newsletter**
   Board members discussed possible newsletter topics such as: the connection between dietitians and other health care professionals to be written by Marie Simpson; areas that dietitians can work, update on licensure compact, and welcome new board members.

4. **Update from LBEDN Liaison to LAND**
   Katie Vedros participated in LAND's recent board meeting and provided an update.

5. **Review of Applications/Recommendations from Committee**
   Board members reviewed and approved the revisions to the applications and other forms, based on the committee's recommendations.

FINANCIAL(S):

1. **Estimate from InfinIT Technology for Sonicwall 3-year renewal**

Motion was made by Jamie Cochran, seconded by Terry Charles and unanimously carried, to approve the estimate for the Sonicwall renewal.

2. **Budget FY 2026-2027**
   Motion was made by Terry Charles, seconded by Katie Vedros and unanimously carried, to approve the Budget for FY 2026-2027, as follows:

LBEDN Approved Budget 2026-2027		
		APPROVED 7/1/2026-6/30/2027
	Revenues	
	License Fees	
601	License Appl Fees - LDNs	$ 31,500.00
601	License Appl Fees - PL-LDNs	$ 3,500.00
610	License Fees - Upgrade	$ 1,500.00
	Renewal Fees	
602	Renewal Fees	$ 110,000.00
602	Renewal Fees - Inactive	$ 5,000.00
608	Renewal Fees - Delinquent	$ 18,000.00
864	Bank Charges	$ 11,000.00
611 & 606	Interest (Checking & CD)	$ 500.00
607	Mailing Lists	$ 200.00
609	Open Book Exams	$ 600.00
603	Restitution	$ 3,000.00
605	Verifications	$ 12,000.00
	Total	**$ 196,800.00**
	Total Revenues	**$ 196,800.00**
	Salaries	
702	Executive Director (20%)	$ 24,000.00
702	Licensing Analyst (80%)	$ 47,000.00
	Total	**$ 71,000.00**

	Related Employee Benefits	
703	Retirement (33.15% ER portion for 20% ED + 80% Lic. Analyst)	$ 27,000.00
706	Health Insurance (20% Exec Director + 80% Lic Analyst)	$ 9,000.00
769	OPEB	$ 15,000.00
708	Compensated Absences	$ 3,000.00
705	Medicare	$ 900.00
	Total	**$ 54,900.00**
	Total Salaries & Benefits	**$ 125,900.00**
	Expenses/Travel	
721	Administrative (in-state mileage)	$ 100.00
722	Administrative (in-state other)	$ 50.00
723	Board (in-state mileage)	$ 3,000.00
724	Board (in-state other)	$ 300.00
728	Board (out-state other)	$ 500.00
729	Conferences/CE/Board Training	$ 4,000.00
	Total	**$ 7,950.00**
	Meeting Expenses	
740	Hotel, Food, etc.	**$ 2,000.00**
	Total Travel & Meeting Expenses	**$ 9,950.00**
	Expenses/Operating	
864	Bank Charge Fees/Merchant Fees	$ 12,000.00
884	Equipment Rental (copier/storage)	$ 1,000.00
853	Insurance - Liability	$ 2,000.00
	Maintenance	$ 100.00
863	Miscellaneous (plaques, etc)	$ 500.00
888	Office Supplies	$ 1,000.00
902	Payroll Services	$ 1,500.00
859	Postage & Delivery	$ 100.00

852	Printing (env, ltrhd, certifs)	$	100.00
858	Professional Membership/Dues	$	200.00
855	Rent	$	7,050.00
906	Rules Revisions + Licensee Notification	$	1,600.00
862	Security	$	150.00
860	Telephone/Internet	$	800.00
861	Utilities	$	500.00
	Total	**$**	**28,600.00**
	Total Operating Expenses	**$**	**28,600.00**
	Professional Services		
901	Accounting	$	6,000.00
904	Auditor/AFR Prep	$	600.00
907	Computer - IT Consultants	$	3,000.00
903	Legal Counsel	$	12,000.00
913	Scanning	$	500.00
920	IPP Program	$	3,000.00
	Total	**$**	**25,100.00**
	Total Professional Services	**$**	**25,100.00**
	Acquisitions/Equipment		
952	Computer Software/Database	$	13,000.00
953	Computer Software/DB upgrades	$	-
951	Office Equipment	$	300.00
	Total	**$**	**13,300.00**
	Total Acquisitions/Equipment	**$**	**13,300.00**
	Total Expenditures	**$**	**202,850.00**

	Total Revenue over Expenditures	**$ (6,050.00)**
	Other Assets (Cash in Checking & CD)	**$ 325,000.00**
	Total Unfunded Liability (OPEB)	**$ 15,000.00**
	Total Available Funds over Expenditures	**$ 333,950.00**

Motion was made by Marie Simpson, seconded by Martina Musmeci Salles and unanimously carried, to adjourn the meeting at 1:25 p.m.

Jennifer Duhon, MS, RDN, LDN
Vice Chairperson

Marie Simpson, BSN, RN, CDCES
Secretary/Treasurer