

**Minutes of the Meeting of the
Louisiana Board of Examiners in Dietetics and Nutrition**

July 10, 2015

Attending:

**Martina Musmeci Salles, MPH, RDN, LDN, FAND, Chairperson
Lori Roy, MS, RD, LDN, Vice Chairperson
Terry Compton, APRN, RN, MS, CDE, Secretary-Treasurer
Clare Miller, MS, RD, LDN, Board Member/Board Liaison
Jeanine Songy Latham, MPH, RD, LDN, Board Member
Margaret Jones, RD, LDN, Board Member
Howard Wetsman, MD, Medical Advisor**

Martina Musmeci Salles called the meeting to order at 11:45 a.m. in the Conference Room of the Board office located at 18550 Highland Road, Suite B, Baton Rouge, Louisiana. Jolie Jones, Executive Director, was present for the entire meeting.

PUBLIC COMMENTS:

No one was present at the meeting to provide public comments.

AGENDA:

Motion was made by Lori Roy, seconded by Howard Wetsman and unanimously carried, to approve the agenda as amended to add 1. Email from Molly Kimball regarding trainers and nutrition advice to Correspondence.

MINUTES:

1. Meeting of March 26, 2015

Motion was made by Clare Miller, seconded by Jeanine Songy-Latham and unanimously carried, to approve the minutes of the March 26, 2015 meeting as presented.

2. Meeting of May 20, 2015

Motion was made by Lori Roy, seconded by Margaret Jones and unanimously carried, to approve the minutes of the May 20, 2015 meeting as presented.

FINANCIAL:

1. Financial Statement for the period ending February 28, 2015

Members of the board reviewed the financial statement prepared by Susan Sevario, CPA, for the period ending February 28, 2015.

2. Financial Statement for the period ending March 31, 2015

Members of the board reviewed the financial statement prepared by Susan Sevario, CPA, for the period ending March 31, 2015.

3. **Financial Statement for the period ending April 30, 2015**

Members of the board reviewed the financial statement prepared by Susan Sevario, CPA, for the period ending April 30, 2015.

4. **Financial Statement for the period ending May 31, 2015**

Members of the board reviewed the financial statement prepared by Susan Sevario, CPA, for the period ending May 31, 2015.

Motion was made by Lori Roy, seconded by Howard Wetsman and unanimously carried, to accept the financial reports for February-May, 2015.

5. **Licensing Management System Update**

Jolie Jones informed the board that a contract with Covalent Logic was signed and that they are aiming for a January 1 launch date. Board members discussed website design. Additionally, board members decided that both initial and renewal applications will be accepted online only. The board will allow CDR cards to be uploaded; however verification statements must be mailed in.

Motion was made by Howard Wetsman, seconded by Margaret Jones and unanimously carried, to accept the amended fee schedule, as there will be a cost savings to the board.

ADMINISTRATIVE REVIEW:

1. **Executive Director Update**

Motion was made by Lori Roy, seconded by Terry Compton and unanimously carried, to approve the scanning of board documents by C.F. Biggs. at the cost of .07 cents per document.

2. **Update on Applications and Renewals**

As of today, 987 individuals have renewed online and 160 have renewed in the office, for a total of 1,147 renewed. There are 127 LDNs and 2 Provisional LDNs that need to renew.

3. **Senate Resolution No. 170 and House Resolution No. 151 (Act 323)**

Jolie Jones reported that Senate Resolution No. 170 was filed by Senator Dorsey-Colomb urging and requesting that the Department of Health and Hospitals review Title 46 and Title 48 of the Louisiana Administrative Code, relative to professional and occupational standards and to public health, in order to ensure that these titles are consistent with applicable federal rules with respect to dietitians/nutritionists.

House Resolution No. 151, now Act 323, was filed by Representative Henry Burns added licensed dietitians/nutritionists under the medical malpractice act.

4. **Letters sent to Hospitals and Nursing Homes regarding Licensure**

Jolie Jones reported that the annual letter was sent to hospitals and nursing homes in an effort to raise public awareness of the requirement for dietetic/

nutrition licensure on May 1, 2015. Need to change "RD" to "RD or RDN" for the future to be consistent with Commission on Dietetic Registration.

5. Letter to WIC Contract Sites regarding Licensure

Jolie Jones reported that a letter was sent to WIC contract sites in Louisiana on May 22, 2015, to provide clarification regarding the employment of Health/Nutrition Educators for WIC clinics.

6. Letter to Universities regarding Board Presentation

A letter was mailed to all Louisiana universities reminding them that the board is available to give presentations or send licensure information.

7. Credential Designations

The Board would like to change our references from "RD" to "RD or RDN" and post the Commission on Dietetic Registration's Guidelines for Credential Placement.

8. Application Update

Martina Musmeci Salles appointed a committee to work on updating the board's application. Clare Miller will chair the committee and Jeanine Songy-Latham and Howard Wetsman have also agreed to assist.

9. Board Replacement for Terry's Position

The Louisiana State Nursing Association will post the vacancy for the board position that Terry Compton currently fills and send an email blast to their licensees.

10. Policy and Procedures Manual

Martina Musmeci Salles requested that we change "LDA" to "LAND" on page 12 and add a conflict of interest statement to the policy manual for board members. Martina and Jolie will work together to develop a conflict of interest statement to be added to the Policy and Procedures Manual.

11. Board Members Conflict of Interest

Board members discussed conflict of interests that occur if a LBEDN board member holds an office for a trade association, or serve on a committee or sub-committee.

COMPLIANCE HEARING:

JULIE CLEMENT

Julie Clement requested and appeared for a compliance hearing to appeal the Board's decision to deny issuance of a dietitian/nutritionist license. The Board denied Ms. Clement's request for licensure based on current employment listed on the Application for License as a Registered Dietitian from June 1, 2014 to the present, without the benefit of a valid license.

Ms. Clement testified that she has practiced without a license.

Motion was made by Terry Compton, seconded by Margaret Jones and unanimously carried, to move in to Executive Session at 1:35 p.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 Clare Miller, seconded by Jeanine Songy-Latham and unanimously carried, to come out of Executive Session at 1:41 p.m. and offer Julie Clement a Consent Agreement and Order to include a \$1,000.00 fine, publication by the Board, as well as notifications to the Academy of Nutrition and Dietetics/Commission on Dietetic Registration Ethics Committee, the National Practitioner Data Bank (NPDB), and employer on record.

CORRESPONDENCE:

1. **Email from Molly Kimball regarding Trainers and Nutrition Advice**
The board will send a letter that there is a licensure law and explaining the title protection and scope of practice of a dietitian/nutritionist and copy Molly Kimball.

CONFERENCES:

Council on Licensure, Enforcement and Regulation (CLEAR)

1. **Annual Educational Conference, September 17-19, 2015, Boston, MA**
Board members reviewed the program for the CLEAR annual conference.

Federation of Association of Regulatory Boards (FARB)

1. **Report from FARB Comprehensive Regulatory Training (CRT), May 20, 2015**
Jolie Jones gave an oral report regarding the FARB Comprehensive Regulatory Training that was held on May 20, 2015 in Baton Rouge.
2. **23rd Annual Regulatory Law Seminar, October 1-4, 2015, Denver, Colorado**
Board members reviewed the program for the CLEAR annual conference.

EXECUTIVE SESSION:

Motion was made by Clare Miller, seconded by Lori Roy and unanimously carried, to move in to Executive Session at 3:57 p.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 Margaret Jones, seconded by Clare Miller and unanimously carried, to come out of Executive Session at 4:14 p.m. to make the following motions:

1. Receipt of New Complaints

a. Complaint #2015-04

Motion was made by Terry Compton, seconded by Clare Miller and unanimously carried, to send a letter regarding the licensure law.

b. Complaint #2015-05

Motion was made by Terry Compton, seconded by Clare Miller and unanimously carried, to send a cease and desist letter.

c. Complaint #2015-07

Motion was made by Clare Miller, seconded by Margaret Jones and unanimously carried, to send a letter regarding the licensure law and that she must cease and desist practice.

2. Review of Applications

Motion was made by Jeanine Songy-Latham, seconded by Terry Compton and unanimously carried, to accept and approve the applications for the **LDN License** for the following:

Schroeder, Anna Rosa	2624	Carazo, Sara	2625
Casendino, Dana	2626	Westmoreland, Teresa	2628
Priddy, Rebecca Ann	2629	LeDoux, Cory	2630
Jenkins, Sherry	2634	Graham, Laura	2637
Blanton, Kyle Wayne	2638	Bazile, Larrion	2640
Greenblatt, Erinn	2642	Krodingner, Kayla Marie	2643
Campbell, Nicolle	2644		

Motion was made by Margaret Jones, seconded by Lori Roy and unanimously carried, to accept and approve the applications for the **Provisional LDN License** for the following:

Clement, Julie Lyles	2627	Chitty, Jaqueline	2631
Barbee, Megan	2632	Rome, Jessica	2633
Kalish, Jennifer	2636	Comeaux, Noelle	2639
Faucheux, Allison	2641		

Motion was made by Clare Miller, seconded by Lori Roy and unanimously carried, to **upgrade** the following licenses:

Duhe, Samantha	2604	Weilbacher, Alexis	2308
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Motion was made by Margaret Jones, seconded by Lori Roy and unanimously carried, to **reinstate** the following licenses:

Gowland, Brittany	2294	Rodriguez, Kim	793
Beaver, Wendy	1094	Lapeze, Louise	270
Li, Mary	1185	Melton, Ashley	2095

Motion was made by Lori Roy, seconded by Margaret Jones and unanimously carried, to adjourn the meeting at 4:15 p.m.

Martina M Salles

Martina Musmeci Salles, MPH, RDN,
LDN, FAND
Chairperson

Terry Compton

Terry Compton, APRN, RN, MS, CDE
Secretary-Treasurer