

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

January 8, 2016

Attending:

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

Martina Musmeci Salles called the meeting to order at 12:37 p.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:

Dr. Carol O'Neil was present for the open portion of the meeting.

AGENDA:

Motion was made by Lori Roy, seconded by Clare Miller and unanimously carried, to approve the agenda as amended to add 6. Personal Announcement for Dr. Howard Wetsman under Administrative Review.

MINUTES:

1. Meeting of October 30, 2015

Motion was made by Lori Roy, seconded by Dr. Howard Wetsman and unanimously carried, to approve the minutes of the October 30, 2015 meeting as presented.

FINANCIAL:

1. Financial Statement for the period ending October 31, 2015

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

2. Financial Statement for the period ending November 30, 2015

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

Motion was made by Clare Miller, seconded by Dr. Howard Wetsman and unanimously carried, to accept the financial reports for October - November, 2015.

ADMINISTRATIVE REVIEW:

1. Board Operations

Jolie Jones provided the board with a report showing that since January 1, 2015, the board has received:

Applications	121
Upgrade Requests	11

Since January 1, 2015, the board has approved:

Applications	113
Upgrades	10

The board has offered three Consent Agreement and Orders for individuals practicing without a valid license since January 1, 2015.

The board has received 5 complaints since January 1, 2015.

2. Executive Director Update

Jolie Jones provided the board with the following updates:

The board's account with the National Practitioner Data Bank (NPDB) has been renewed.

The database and content management system project is progressing with Covalent Logic. LBESPA's site is going live January 29, 2016 and LBEDN's site will go live two weeks later.

Document scanning with C.F. Biggs is near completion. The only remaining files to be scanned are active files.

Jolie Jones has entered into a service agreement with InfinIT Technology Group at a significantly lesser monthly rate.

Jolie Jones has submitted a lease proposal request to the state leasing office on behalf of LBEDN and LBESPA for the office located at 37283 Swamp Road in Prairieville, Louisiana.

3. Update on Board Appointments

A letter has been sent to the Louisiana Academy of Nutrition and Dietetics (LAND) requesting the reappointment of Lori Roy.

The Louisiana State Nurses Association submitted two names to the Governor on October 9, 2015, and we are awaiting appointment.

The Louisiana State Medical Society is in the nomination process for Dr. Howard Wetsman's Medical Advisor position. Dr. Wetsman is willing to serve another term if the Louisiana State Medical Society allows. Jolie Jones will contact the Louisiana State Medical Society to inquire of the status.

4. Legislative Considerations

The board's meeting with LAND and Scott Kirkpatrick, LAND's Lobbyist was on December 15, 2015. LAND has agreed to include LBEDN's recommendations in their legislative strategy this year.

In the meeting with LAND someone mentioned that the Academy of Nutrition and Dietetics (AND) is planning to do away with their legislative tracking system unless the individuals state associations agree to pay a portion annually. Dr. Wetsman advised that Missy Graves, who works for the Governor's office, typically sends a list of upcoming bills to watch; however this Board has not been privy to that information. Dr. Wetsman will make contact with her to see if someone can do the same for this Board.

Jolie Jones sent an email to Beth Sloan, LAND's President-Elect, to follow up on LBEDN's annual presentation at the LAND Conference. Scott Kirkpatrick, LAND's lobbyist, is on the agenda to speak at the morning session. The board requested that Mrs. Jones respond to Beth saying that the board is happy to hear that Mr. Kirkpatrick is planning to present. LBEDN will not be presenting this year; however, we will be available to exhibit and will submit the appropriate paperwork to do so. Should LAND want the LBEDN to present in the future, please let us know prior to October, when our board meetings are scheduled.

Motion was made by Jeanine Songy-Latham, seconded by Terry Compton and unanimously carried to amend the board's decision made at the October 30, 2015 board meeting for a Provisional LDN's license to be held no longer than two years instead of 18 months. For renewal purposes, it is easier for the board to issue and renew licenses on an annual basis.

Motion was made by Clare Miller, seconded by Jeanine Songy-Latham and unanimously carried to amend the decision made at the October meeting that the Board will not change 900 to 1200 hours for internship. The law states a program of experience of at least 900 hours, which can be clarified in the Rules as 1200 hours if the Board chooses.

5. Update on House Concurrent Resolution No. 74

Jolie Jones provided board members with an update from George Papale, Legal Counsel, regarding the board's suggestion to add a policy to give military members and spouses a 60 day temporary practice permit, as well as consideration of a possible 30 day extension. Mr. Papale feels that the Board is covered with Rule 109.J.4. and that the Board is well within the intent of what the legislature intended. The rule requires that a temporary practice permit be issued within 21 days. Licenses are typically issued within one week.

6. Dr. Wetsman Personal Announcement

Dr. Howard Wetsman informed the board that his company has experienced major changes and he has gotten permission from his company to continue serving on the Board if he chooses to do so. Jolie Jones will reach out to the

Louisiana State Medical Society and the Governor's office and find out where they are in the appointment process for the board's Medical Advisor.

CORRESPONDENCE:

No correspondence was received for review at this board meeting.

CONFERENCE(S):

Louisiana Academy of Nutrition and Dietetics (LAND)

1. Exhibit Request for 2016 Annual Meeting and Expo, April 14, 2016

Motion was made by Lori Roy, seconded by Clare Miller and unanimously carried, to exhibit at the LAND Conference.

Since the board is not presenting at the LAND Conference, the Board's April 15th meeting was rescheduled to begin at 9:00 a.m.

EXECUTIVE SESSION:

Motion was made by Lori Roy, seconded by Clare Miller and unanimously carried, to move in to Executive Session at 2:45 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 Lori Roy and unanimously carried, to come out of Executive Session at 4:00 p.m. to make the following motions:

- 1. Receipt of Pending Complaints**

- a. Complaint #2015-06**

Motion was made by Terry Compton, seconded by Clare Miller and unanimously carried, to release Respondent from the terms of the Consent Agreement and Order for successful completion.

- b. Complaint #2016-01**

Jolie Jones informed the Board that a letter has been sent as requested; however, a response has not yet been received.

- 2. Receipt of New Complaints**

- a. Complaint #2016-02**

Motion was made by Jeanine Songy-Latham, seconded by Clare Miller and unanimously carried, to send a letter to Respondent. Recused – Lori Roy.

- 3. Executive Director Annual Review**

Jolie Jones, Executive Director left the room for this portion of the meeting.

Motion was made by Lori Roy, seconded by Clare Miller and unanimously carried, to provide Jolie Jones, Executive Director, with a salary adjustment to \$65,000 annually, of which the Board pays 25%, in conjunction with the Louisiana Board of Examiners for Speech-Language Pathology and Audiology's decision at their December 4, 2015 board meeting. This salary adjustment is based on market research of what other similar boards are paying, in addition to the fact that Mrs. Jones initially hired in at a lower salary given the unusual circumstances.

Board members asked Mrs. Jones to consult with Covalent Logic to see if they are able to create a log in only for personnel committee to keep the history of the Executive Director's annual evaluations.

4. Review of Applications

a. M.B.

Motion was made by Clare Miller, seconded by Lori Roy and unanimously carried, to send a letter requesting verification of degree and internship through one of the acceptable agencies listed by ACEND, in addition to proof of permanent residency or citizenship.

Motion was made by Clare Miller, seconded by Terry Compton and unanimously carried, to adopt the credential evaluation agency list provided through ACEND as the acceptable list for the Board.

A future rule or law change to consider is the currency of an individual's degree.

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:

Granger, Kathryn	2681	Authement, Stephanie	2682
Hernandez, Shelby	2683	Barzler, Molly	2685
Tovarez, Melissa	2686	Ayers, Taylor	2687
LaFollette, Tamara	2688	Stuhrman, Grace	2689
Mitchell, Jeremy	2690	Breaux, Tonia	2691
Sanders, Kevin	2693	Hamley, Shauna	2695

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:

Viator, Elizabeth	2684	Callahan, Allison	2692
Foch, Courtney	2694		

