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

August 16, 2019

Attending:
Martina Musmeci Salles, MPH, RDN, LDN, FAND, Chairperson
Stephenie Marshall, MS, RDN, LDN, Vice Chairperson
April Cintron, RD, LDN, Board Member, Secretary/Treasurer
Monica Pierson-McDaniels, RD, LDN, Board Member, Board Liaison
Jennifer Jackson, EdD, RD, LDN, Board Member
Meghan Kavanaugh, MS, RN, RD, LDN, CDE, Board Member
Susan Julius, MD, Medical Advisor
Vacant, Consumer Member

Martina Musmeci Salles called the meeting to order and read the board's mission statement at 8:30 a.m. in the Conference Room of the board office located at 37283 Swamp Road, Suite 3B, Prairieville, Louisiana. Jolie Jones, Executive Director, and Tracy Jeanmarie, Administrative Specialist, were present for the entire meeting.

PUBLIC COMMENTS:
Beth Sloan, Consumer Protection Coordinator for the Louisiana Academy of Nutrition and Dietetics (LAND) was present for the public portion of the meeting.

AGENDA:
Motion was made by Monica Pierson-McDaniels, seconded by Stephenie Marshall and unanimously carried, to approve the agenda as amended to remove "2. Financial Statement for the quarter/year ended June 30, 2019" from "Financial", as the final report has not yet been received.

MINUTES:
1. Meeting of May 3, 2019
   Motion was made by April Cintron, seconded by Stephenie Marshall and unanimously carried, to approve the minutes of the May 3, 2019 meeting, as presented.

LOUISIANA ACADEMY OF NUTRITION AND DIETETICS (LAND):
1. Update on Law and Rules for January 1, 2024 Master’s Degree Requirement
   Beth Sloan, the Consumer Protection Coordinator for the Louisiana Academy of Nutrition and Dietetics (LAND), inquired as to the Board’s plans for revising the Practice Act in relation to the changing standards for a Master’s Degree, which will take effect in January 1, 2024. Ms. Sloan inquired as to what the Board would
ask from LAND in this regard. LAND would like to be involved in the revisions to ensure that the correct language is in place.

The Board discussed that they would like to start drafting in 2021 and that they would like to have the LAND Consumer Protection Coordinator and a Didactic Program Director (DPD) to serve on the committee on LAND's behalf. The drafting committee board members for LBEDN will be Martina Musmeci Salles, Stephenie Marshall, and Monica Pierson-McDaniels. The Board will plan to go the legislature in 2022 and allow one additional year in case the bill does not go through as planned. This will also allow time for the Board to make any rules revisions necessary.

2. Verification statements for new applicants and CDR website verification
Beth Sloan mentioned to the Board that several internship directors and DPD directors have asked her about the requirement for internship directors to submit program verification statements directly to the Board. Board members clarified that a DPD verification is not needed, it is only the Dietetic Internship (DI) verification that is required. Ms. Sloan explained that providing verification statements can be inconvenient. Board members and staff explained that verification statements could be submitted at one time to the Board at the time of graduation for all students annually. Other directors are already utilizing this procedure. Board staff will send out a memo to all Directors informing them that they can send all verification statements to the Board at one time at the time of graduation, if desired.

Ms. Sloan feels that LBEDN should just accept CDR for licensure and not require transcripts and documentation otherwise. Board members explained that they have a responsibility to protect the public by ensuring that qualified professionals are allowed to practice. In upholding this mission, the Board feels that it is necessary to review all supporting documentation, as is currently being required.

Ms. Sloan also mentioned that the wording on the Board’s website is not completely reflective of the Board’s degree requirements. The Board agreed to expand the degree requirement on the website to completely spell out the requirements according to the Practice Act.

FINANCIAL:
1. Financial Statement for the Quarter Ended March 31, 2019
Members of the board reviewed the financial statements prepared by Champagne and Associates, for the quarter ended March 31, 2019.

ADMINISTRATIVE REVIEW:
1. Board Operations
The Board reviewed data from April 27, 2019 – August 8, 2019. The summary is as follows:
LDN Applications Received  22
PL-LDN Applications Received  31
Reinstatement Requests  4
Upgrade Requests  5
LDN Applications Approved  25
PL-LDN Applications Approved  16
Reinstatement Requests Approved  4
Upgrades Approved  6
Renewals  990
Inactive Renewals  47
Delinquent Renewals  118
Delinquent Inactive Renewals  11
Verifications Requested  29
Abandoned Applications  2
Complaints Received  4

2. Executive Director Update
Jolie Jones, Executive Director, provided board members with an update that Maine's Dietetic Licensure Board will no longer issue verifications of licensure. Board staff will retrieve the latest information from their website and provide it at the time of application.

3. List of Non-renewed Dietitians/Nutritionists
The Board reviewed the list of non-renewed Dietitians/Nutritionists to date.

CORRESPONDENCE:
1. Email dated July 1, 2019, from Avis Domingue requesting waiver of late renewal fee
   Board members reviewed an email from Avis Domingue requesting waiver of the late renewal fee.
   Motion was made by April Cintron, seconded by Stephenie Marshall and unanimously carried, to deny Avis Domingue's request for waiver of the late renewal fee.

2. Email dated July 1, 2019, from Michelle Musso requesting reconsideration of late renewal fee
   Motion was made by April Cintron, seconded by Stephenie Marshall and unanimously carried, to deny Michelle Musso's request for waiver of the late renewal fee.

3. Email dated July 2, 2019, from Paula Tillman Warner requesting refund of late renewal fee
   Motion was made by April Cintron, seconded by Stephenie Marshall and unanimously carried, to deny Paula Tillman Warner's request for refund of the late renewal fee.
4. Email dated July 3, 2019, from Karen Lee requesting refund of late renewal fee
   Motion was made by April Cintron, seconded by Stephenie Marshall and unanimously carried, to deny Karen Lee’s request for refund of the late renewal fee.

5. Letter dated July 15, 2019, from Marilyn Mitchell requesting refund of late renewal fee
   Motion was made by April Cintron, seconded by Stephenie Marshall and unanimously carried, to deny Marilyn Mitchell’s request for refund of the late renewal fee.

6. Email dated July 17, 2019, from Hailey Story requesting refund of late renewal fee
   Motion was made by April Cintron, seconded by Stephenie Marshall and unanimously carried, to deny Hailey Story’s request for refund of the late renewal fee.

   Motion was made by Jennifer Jackson, seconded by Dr. Susan Julius and unanimously carried, to create a policy that all renewal refund requests will be considered at the discretion of the Executive Director.

**CONFERENCE(S):**

1. Report from new board members regarding CLEAR New Board Member Training
   Jennifer Jackson discussed the CLEAR New Board Member Training and how helpful it was to remember her role as a board member.

**EXECUTIVE SESSION:**

Motion was made by April Cintron, seconded by Monica Pierson-McDaniels and unanimously carried, to move into Executive Session at 10:04 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 Dr. Susan Julius, seconded by Stephenie Marshall and unanimously carried, to come out of Executive Session at 10:50 a.m. to make the following motions:
1. Review of Pending Complaints
   a. **Complaint #2016-06**
      Motion was made by Monica Pierson-McDaniels, seconded by Meghan Kavanaugh and unanimously carried, to release Respondent from the terms of the Consent Agreement and Order for successful completion.
   
   b. **Complaint #2018-07**
      Respondent's license remains suspended. Board members suggested that Respondent apply for Medicaid.
   
   c. **Complaint #2019-06**
      Motion was made by Meghan Kavanaugh, seconded by Jennifer Jackson and unanimously carried, to refer complaint #2019-06 to the Attorney General's Office.
   
   d. **Complaint #2019-07**
      Motion was made by Jennifer Jackson, seconded by Dr. Susan Julius and unanimously carried, to send a letter that Respondent must remove the term "nutritionist". Notify Respondent that the AFPA certification is not recognized in Louisiana without a valid license.

2. Receipt of New Complaints
   a. **Complaint #2019-08**
      Motion was made by Meghan Kavanaugh, seconded by Jennifer Jackson and unanimously carried, not to accept Complaint #2019-08, as it is not in the Board's jurisdiction. The concerns mentioned need to be directed to WIC. Recused: April Cintron.
   
   b. **Complaint #2019-09**
      Motion was made by April Cintron, seconded by Monica Pierson-McDaniels and unanimously carried, to send a letter regarding scope of practice and title protection.

      Board members discussed the need to send out an email to Kinesiology programs in Louisiana regarding scope of practice. The Board will discuss again after the Practice Act revisions are made.
   
   c. **Complaint #2019-10**
      Motion was made by Dr. Susan Julius, seconded by Stephenie Marshall and unanimously carried, to send a letter regarding scope of practice and title protection.
   
   d. **Complaint #2019-11**
      Motion was made by Monica Pierson-McDaniels, seconded by Meghan Kavanaugh and unanimously carried, to send a letter regarding scope of practice and title protection.
3. Review of Renewal Applications
   a. AS
      Motion was made by Jennifer Jackson, seconded by April Cintron and
      unanimously carried, to renew AS' Licensed Dietitian/Nutritionist license.

      Motion was made by Dr. Susan Julius, seconded by Jennifer Jackson and
      unanimously carried, to create a policy that the Board Chairperson and the
      Executive Director review and approve renewals with discipline that has been
      completed.

   b. KL
      Motion was made by Meghan Kavanaugh, seconded by Dr. Susan Julius and
      unanimously carried, to renew KL's Licensed Dietitian/Nutritionist license.

   c. SN
      Motion was made by Monica Pierson-McDaniels, seconded by Meghan
      Kavanaugh and unanimously carried, to renew SN's Licensed
      Dietitian/Nutritionist license. Recused: April Cintron.

4. Review of Applications
   Motion was made by Dr. Susan Julius, seconded by April Cintron and unanimously
   carried, to accept and approve the applications for the LDN License for the following:

   Froimson, Samantha   3011  Ray, Kasie   3012
   Poole, Julie         3013  Peteet, Christina  3014
   Yen, Valerie         3015  Kennedy, Ross    3017
   Cottier, Brigitte    3020  Shulman, Stacey  3022
   Baker, Fern          3023  Hunter, Cindy    3027
   Szekely, Cheryl      3029  Frakes, Matthew  3031
   Goldstein, Jennifer  3032  Mickens, Lydia   3037
   Plaggemeyer, Angie   3038  Doerle, Rebecca  3039
   Lee, Eunice          3040  Vink, Malindi    3041
   Rodriguez, Brittany  3043  Flores, Carlee   3045
   Crank, Maurine       3046  Thomas, Catherine 3048
   Adams. Layne         3049  Greene, Matthew  3050
   Onnebane, Hannah     3051  Greenberg, Kaitlynn 3052

   Motion was made by Jennifer Jackson, seconded by Meghan Kavanaugh and
   unanimously carried, to accept and approve the applications for the Provisional LDN
   License for the following:

   Courville, Jade       3016  LaFountain, Kendra  3018
   Anderson, Aquierra    3019  Burgess, Brianne  3021
   Breaux, Brenna        3024  Stansbury, Gabrean  3025
   Gillespie, Ashley     3026  Hutchison, Hailey  3028
   Eusea, Ashley         3030  Loup, Darien    3032
   Cureaux, Paisley      3033  Yates, Ryan      3034
Motion was made by April Cintron, seconded by Dr. Susan Julius and unanimously carried, to **upgrade** the following licenses:

- Hebert, Emma 2996 Courville, Jade 3016
- Breaux, Brenna 3024 Yates, Ryan 3034
- LaFountain, Kendra 3018 Faucheux, Brandie 3004
- Winder, Emilie 2939

Motion was made by Monica Pierson-McDaniels, seconded by Dr. Susan Julius and unanimously carried, to **reinstate** the following licenses:

- Keyser, Katrina 2623 Enos, Tanya 1897
- Hooge, Lydia 1878 Georgewill, Kayla 2654

Motion was made by Monica Pierson-McDaniels, seconded by Stephenie Marshall and unanimously carried, to adjourn the meeting at 10:53 a.m.

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

April Cintron, MS, RD, LDN  
Secretary/Treasurer