

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

August 14, 2020

Attending:

**Martina Musmeci Salles, MPH, RDN, LDN, FAND, Chairperson
Monica Pierson-McDaniels, MS, RDN, LDN, Vice Chairperson
Stephenie Marshall, MS, RDN, LDN, Secretary/Treasurer
Dr. Jennifer Jackson, EdD, RD, LDN, Board Member, Board Liaison
Meghan Kavanaugh, APRN, FNP-C, RD, LDN, CDE, BC-ADM, Board Member**

Absent:

**April Cintron, MS, RD, LDN, Board Member
Dr. Susan F. Julius, MD, Medical Advisor
Vacant, Consumer Member**

Martina Musmeci Salles, Board Chairperson, called the meeting to order and read the board's mission statement at 10:05 a.m. via in person meeting and Zoom Call, meeting ID 818 9451 9543. Jolie Jones, Executive Director, and Tracy Jeanmarie, Executive Assistant, were present for the entire meeting. Martina Musmeci Salles and Stephenie Marshall were physically in attendance. Monica Pierson-McDaniels, Dr. Jennifer Jackson, and Meghan Kavanaugh participated in the meeting via Zoom. Meghan Kavanaugh left the meeting at 10:40 a.m.

PUBLIC COMMENTS:

No one was present to provide public comment.

AGENDA:

Motion was made by Monica Pierson-McDaniels, seconded by Meghan Kavanaugh and unanimously carried, to approve the agenda as amended to include: adding #4 to Correspondence, letter dated August 13, 2020, from Conner Harris, requesting a refund of renewal fee; as well as adding #5 Policy regarding unlicensed practice to Admin Review.

MINUTES:

1. Meeting of April 17, 2020

Motion was made by Meghan Kavanaugh, seconded by Dr. Jennifer Jackson and unanimously carried, to approve the minutes of the April 17, 2020 meeting, as presented.

2. Meeting of June 24, 2020

Motion was made by Monica Pierson-McDaniels, seconded by Stephenie Marshall and unanimously carried, to approve the minutes of the June 24, 2020 meeting, as presented.

FINANCIAL:

1. Financial Statement for the Quarter Ended December 30, 2019

Members of the board reviewed the financial statements prepared by Champagne and Associates, for the quarter ended December 30, 2019.

ADMINISTRATIVE REVIEW:

1. Board Operations

The Board reviewed data by Fiscal Quarter for 2020-2021. The totals for FY 2020-2021, Quarter 1 are as follows:

LDN Applications Received	11
PL-LDN Applications Received	6
Reinstatement Requests	3
Upgrade Requests	2
LDN Applications Approved	11
PL-LDN Applications Approved	7
Reinstatement Requests Approved	3
Upgrades Approved	1
Renewals	N/A
Inactive Renewals	N/A
Delinquent Renewals	43
Delinquent Inactive Renewals	9
Verifications Requested	3
Abandoned Applications	0
Complaints Received	3

2. Executive Director Update

Jolie Jones, Executive Director, provided the Board with an email from CDR requesting if they foresee any problems with the law when CDR offers their exam online. The Board members did not see any issues. Board members also reviewed the Attorney General's opinion 19-0128, regarding walking and rolling quorums.

Motion was made by Stephenie Marshall, seconded by Meghan Kavanaugh and unanimously carried, to adopt a new policy that the Board conducts its meetings according to Robert's Rules of Order.

Motion was made by Dr. Jennifer Jackson, seconded by Meghan Kavanaugh and unanimously carried, to send a cease and desist letter to all individuals who have not renewed their licenses on September 1, 2020.

3. Update on Board Nominations

Board members reviewed a letter that LAND submitted to Boards and Commissions with names of qualified individuals.

The Board will send a letter of support to Boards and Commissions for April Cintron and Stephenie Marshall to be reappointed to the Board. The Board also has a vacant consumer position available.

4. Update on 2020 Regular and Special Legislative Sessions

The Board reviewed HCR 71, Act 275 does not apply to us because we do not administer our own exam. Act 200 for the next rules revisions, the Board will need to review rules related to military.

5. Policy regarding Unlicensed Practice

Board members discussed the policy regarding unlicensed practice and decided to keep the policy the same and stay consistent. The Board will contact the Academy in Nutrition and Dietetics (AND) and cc letter on the LAND. Applicants can use the credential designations according to the licensing rules in their state.

CORRESPONDENCE:

1. Letter dated May 11, 2020, from the Louisiana Board of Ethics, regarding a scholarship fund relative to the Healthcare Professionals Foundation of Louisiana (HPFL)

Board members feel that creating a scholarship fund is too administratively labor intensive at this time with two employees.

2. Email dated June 25, 2020, from Casey Brue, requesting a reduction in the license reinstatement fee

Motion was made by Stephenie Marshall, seconded by Dr. Jennifer Jackson and unanimously carried, to deny the request for a reduction in the license reinstatement fee.

3. Email dated August 3, 2020, from Kenrese Carter, requesting a refund of application fee

Motion was made Dr. Jennifer Jackson, seconded by Stephenie Marshall and unanimously carried, to deny the request for refund of the application fee.

4. Letter dated August 13, 2020, from Conner Harris, requesting a refund of renewal fee

Motion was made by Dr. Jennifer Jackson, seconded by Stephenie Marshall and unanimously carried, to deny the request for refund of renewal fee.

COMPLIANCE HEARING:
MARY DAY

Mary Day requested and appeared for a compliance hearing to appeal the Board's decision to deny issuance of her dietitian/nutritionist license. The Board denied Ms. Day's application for licensure based on informed provided on the application indicating that Ms. Day worked from February 17, 2020 to the present, without the benefit of a valid license.

The job description provided indicated that a license must be obtained within six months. Worked part-time and was also off for two months due to COVID-19 closures.

Motion was made by Stephenie Marshall, seconded by Dr. Jennifer Jackson and unanimously carried, to move in to Executive Session at 11:00 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 Stephenie Marshall, seconded by Monica Pierson-McDaniels and unanimously carried, to come out of Executive Session at 11:13 a.m. to offer a Consent Agreement and Order which would grant Mary Day's LDN license, contingent upon completion of the Open Book Examination, as well as a \$500.00 fine, which fine the Board will forgive in full due to COVID-19 difficulties. Additionally, the Board will send a letter to Ms. Day's employer asking them to go back and check to ensure that all dietitians/nutritionists working at their facilities are licensed. The hospital is in violation of the law for not verifying licensure for all of its' employees. Additionally, the job description needs to be corrected to show that a license is required prior to send the letter to Lee Theriot, the Head of Nutrition, Human Resources, and the President.

EXECUTIVE SESSION:

Motion was made by Stephenie Marshall, seconded by Monica Pierson-McDaniels and unanimously carried, to move into Executive Session at 11:31 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 Monica Pierson-McDaniels, seconded by Stephenie Marshall and unanimously carried, to come out of Executive Session at 12:04 p.m. to make the following motions:

1. Review of Pending Complaints

a. Complaint #2020-03

Motion was made by Dr. Jennifer Jackson, seconded by Stephenie Marshall and unanimously carried, to send a letter to Respondent with specific changes needed to be made to her website, as per advice of the Assistant Attorney General.

b. Complaint #2020-07

Motion was made by Stephenie Marshall, seconded by Dr. Jennifer Jackson and unanimously carried, to dismiss complaint #2020-07.

c. Complaint #2020-08

Motion was made by Monica Pierson-McDaniels, seconded by Dr. Jennifer Jackson and unanimously carried, to send the redacted complaint Respondent and request a response.

d. Complaint #2020-09

Motion was made by Stephenie Marshall, seconded by Dr. Jennifer Jackson and unanimously carried, to dismiss complaint #2020-09, based on response.

e. Complaint #2020-10 and 2020-12

Motion was made by Stephenie Marshall, seconded by Dr. Jennifer Jackson and unanimously carried, to search for another address and dismiss if unsuccessful.

2. Review of New Complaints

a. Complaint #2020-13

Motion was made by Monica Pierson-McDaniels, seconded by Dr. Jennifer Jackson and unanimously carried, to accept complaint #2020-13 and send a letter to the two individuals regarding scope of practice and title protection.

b. Complaint #2020-14

Motion was made by Dr. Jennifer Jackson, seconded by Stephenie Marshall and unanimously carried, to send a letter regarding scope of practice and title protection.

c. Complaint #2021-01

Motion was made by Stephenie Marshall, seconded by Dr. Jennifer Jackson and unanimously carried, to send a letter regarding scope of practice and title protection.

d. Complaint #2021-02

Motion was made by Monica Pierson-McDaniels, seconded by Meghan Kavanaugh and unanimously carried, to not accept complaint #2021-02.
Recused: Dr. Jennifer Jackson.

e. Complaint #2021-03

Motion was made by Dr. Jennifer Jackson, seconded by Monica Pierson-

McDaniels and unanimously carried, to send a letter regarding scope of practice and title protection.

f. Complaint #2021-04

Motion was made by Stephenie Marshall, seconded by Dr. Jennifer Jackson and unanimously carried, to send a letter regarding scope of practice and title protection.

3. Review of Applications

Motion was made by Monica Pierson-McDaniels, seconded by Dr. Jennifer Jackson and unanimously carried, to accept and approve the applications for the **LDN License** for the following:

Ramirez, Gabrielle	3126	O’Leary, Sara	3127
Tupa, Jessica	3128	Lanter, Haley	3129
Prokop, Raelynn	3130	Kanikula, Jennifer	3131
Levinstein, Adee	3132	Zendarski, Lauren	3133
Orlikoski, Maria	3136	Gallagher, Catherine	3137
Griego, Rachel	3138	Kronlund, Jacqueline	3141
LeBoeuf, Abbey	3144	Feely, Ann	3145
Moyer, Taylor	3147	Torres, Laura	3149
Peace, Hilary	3150	Brooks, Courtney	3151
McBride, Rachael	3152	True, Kelsey	3153
Wissenbach, Jennifer	3158	Letter, Beth	3159
Bragg, Carly	3160	Morgan, Ashley	3162
Vogt, Ronnie	3164	Soliman, Sahara-Christianne	3165
LeBlanc, Anne	3166	Mitchell, Lucia	3167
Eickhoff, Emily	3169	Hernandez, Jennifer	3170
Hines, Amanda	3171		

Motion was made by Stephenie Marshall, seconded by Monica Pierson-McDaniels and unanimously carried, to accept and approve the applications for the **Provisional LDN License** for the following:

Smith, Ashley	3134	Cornett, Courtney	3135
Hammons, Courtney	3139	Bechac, Meredith	3140
Hood, Kristyn	3142	Miles, Kimberley	3143
Guerriero, Bonnie	3146	Fuller, Lauren	3148
Gebhardt, Madeline	3154	Breakfield, Sara	3155
Elbroody, Dena	3156	Bowie, Catherine	3157
Comeaux, Macey	3161	Hardman, Carolyn	3163
Myers, Babette	3168	Shexnaydre, Megan	3172

Motion was made by Dr. Jennifer Jackson, seconded by Stephenie Marshall and unanimously carried, to **upgrade** the following licenses:

Johnson, Brooke	3085	Bechac, Meredith	3140
Smith, Ashley	3134	Wilkinson, Bethany	3086
Breaux, Geneva	3094		

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

Dominick, Kelli	1270	Bowman, Amanda	1312
Brue, Casey	2908	Lewie, Katherine	2728
Shupe, Jessica	2903	Fedders, Laurel	1345

Motion was made by Stephenie Marshall, seconded by Dr. Jennifer Jackson and unanimously carried, to adjourn the meeting at 12:09 p.m.

	
Martina Musmeci Salles, MPH, RDN, LDN, FAND Chairperson	Stephenie Marshall, MS, RDN, LDN Secretary/Treasurer