

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

**April 8, 2022**

**Attending:**

**Monica Pierson-McDaniels, MS, RDN, LDN, Chairperson  
Martina Musmeci Salles, MPH, RDN, LDN, FAND, Vice Chairperson  
Anita Ferdinand, MS, RD, LDN, Secretary/Treasurer  
April Cintron, MS, RD, LDN, Board Liaison  
Jennifer Duhon, MS, RDN, LDN, Board Member  
Dr. Susan F. Julius, MD, Medical Advisor**

**Absent:**

**Meghan Kavanaugh, APRN, FNP-C, RD, LDN, CDE, BC-ADM, Board Member  
Vacant, Consumer Member**

Monica Pierson-McDaniels, Board Chairperson, called the meeting to order and read the board's mission statement at 10:00 a.m. via in person meeting. Jolie Jones, Executive Director, was present for the entire meeting. Monica Pierson-McDaniels welcome Jennifer Duhon as the newest board member.

**PUBLIC COMMENTS:**

No one was present to provide public comment.

**AGENDA:**

**Motion** was made by April Cintron, seconded by Jennifer Duhon and unanimously carried, to approve the agenda as amended to revise Financial #1 to include financial statements through the month ended February 28, 2022.

**MINUTES:**

**1. Meeting of January 28, 2022**

**Motion** was made by Martina Musmeci Salles, seconded by Anita Ferdinand and unanimously carried, to approve the minutes of the January 28, 2022 meeting, as presented.

**FINANCIAL:**

**1. Financial Statements for the months ended February 28, 2022**

Members of the board reviewed the financial statements prepared by Griffin and Furman, through the months ended February 28, 2022.

## **2. Healthcare Professionals Program**

**Motion** was made by Martina Musmeci Salles, seconded by Dr. Susan Julius and unanimously carried, to offer Kathie Pohlman a contract to provide the Board's Practitioner Health Program, according to the Monitoring Proposal submitted.

### **ADMINISTRATIVE REVIEW:**

#### **1. Board Operations**

The Board reviewed data by Fiscal Quarter for 2021-2022. The totals for FY 2021-2022, Quarter 3 are as follows:

|                                 |     |
|---------------------------------|-----|
| LDN Applications Received       | 33  |
| PL-LDN Applications Received    | 8   |
| Reinstatement Requests          | 4   |
| Upgrade Requests                | 9   |
| LDN Applications Approved       | 40  |
| PL-LDN Applications Approved    | 8   |
| Reinstatement Requests Approved | 4   |
| Upgrades Approved               | 9   |
| Renewals                        | N/A |
| Inactive Renewals               | N/A |
| Delinquent Renewals             | 3   |
| Delinquent Inactive Renewals    | N/A |
| Verifications Requested         | 27  |
| Abandoned Applications          | 1   |
| Complaints Received             | 6   |
| Requests to return to Active    | 0   |

#### **2. Executive Director Update**

**Motion** was made by April Cintron, seconded by Jennifer Duhon and unanimously carried to adopt the new Telework Policy presented. Jolie Jones reminded board members that board meetings will now begin at 10:00 a.m. to allow board members to travel. Board members reviewed an article by The Public Affairs Research Council of Louisiana about virtual meetings, as well as the nutrition month email that was sent out to all licensees.

#### **3. Update on April 2022 Newsletter & Special Edition Newsletter**

Board members reviewed the Newsletter that was published this month. Since the Newsletter was full, the Board will do a Special Edition Newsletter in August, which will include articles on scope of practice, continuing education, and an article on what the fees that are collected from licensees are used for.

#### **4. Online Open Book Examination**

Jolie Jones presented the Board with an open book examination created

through Google Forms. The Board will put other security measures in place, like shuffle, screen share via Zoom to maintain the integrity of the exam.

#### **5. Continuing Education Fact Sheet Review**

The Board reviewed and revised an old Continuing Education Fact Sheet.

**Motion** was made by Martina Musmeci Salles, seconded by Anita Ferdinand and unanimously carried, to add these continuing education requirements to the Board's Policy Manual.

#### **6. Update from the Legislative Committee**

Jennifer Duhon will join Monica Pierson-McDaniels and Martina Musmeci Salles on the Legislative Committee. April Cintron will touch base with LAND to find out who will represent them on this committee. Jolie Jones will contact DPD Directors, Kathryn Fakier, Amy Hogan, and Leslie Ballard to see if they are interested and available to participate in the Legislative Committee.

#### **7. Update on Board Member Nominations**

Jolie Jones provided the following update regarding board member nominations: Monica Pierson-McDaniels was reappointed through August 2, 2024. Jennifer Duhon has been appointed to replace Dr. Jennifer Jackson, which appointment is good through April 1, 2025. Martina Musmeci Salles' term is expiring on August 22, 2022. A letter was sent to the Department of Agriculture and Forestry requesting nominations for this position. Meghan Kavanaugh's second term is expiring on April 14, 2022. Two names were submitted to the Governor by the Louisiana State Nursing Association on March 2, 2022. Dr. Susan Julius' term is expiring on June 13, 2022. Nominations were requested by the Louisiana State Medical Society in October 2021 and that request was followed up on.

#### **PRESENTATION ON THE REGULATOR'S ROLE:**

Jolie Jones, Executive Director, presented to board members on the Regulator's Role. This presentation will become part of the new board member orientation moving forward.

#### **CONFERENCE(S):**

##### **Federation of Associations of Regulatory Boards (FARB)**

##### **1. Report from FARB**

April Cintron provided the Board with an oral report from her participation in the FARB Conference in January 2022.

Speakers discussed making sure that we are informing the public about the right things. They also discussed putting up billboards asking if the professional is licensed. Jolie Jones will look into Facebook or advertising and put it on the next Agenda.

## **Council on Licensure, Enforcement & Regulation (CLEAR)**

### **1. Report from CLEAR**

Anita Ferdinand provided the Board with a written and oral report from her participation in the CLEAR Online Board Member Training.

### **EXECUTIVE SESSION:**

**Motion** was made by Dr. Susan Julius, seconded by April Cintron and unanimously carried, to move into Executive Session at 12:48 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 April Cintron, seconded by Jennifer Duhon and unanimously carried, to come out of Executive Session at 1:14 p.m. to make the following motions:

#### **1. Review of Pending Complaints**

##### **a. Complaint #2021-15 & 2021-18**

**Motion** was made by Dr. Susan Julius, seconded by April Cintron and unanimously carried, to send a follow up letter asking who is providing the medical nutrition therapy (MNT).

##### **b. Complaint #2022-02**

**Motion** was made by Jennifer Duhon, seconded by Dr. Susan Julius and unanimously carried, to dismiss complaint #2022-02.

##### **c. Complaint #2022-03**

**Motion** was made by Dr. Susan Julius, seconded by April Cintron and unanimously carried, to release Respondent from the terms of the Consent Agreement and Order, based on successful completion.

##### **d. Complaint #2022-08**

**Motion** was made by Jennifer Duhon, seconded by Anita Ferdinand and unanimously carried, to release Respondent for the terms of the Consent Agreement and Order, based on successful completion.

#### **2. Review of New Complaints**

##### **a. Complaint #2022-06**

**Motion** was made by Dr. Susan Julius, seconded by April Cintron and unanimously carried, to accept Complaint #2022-06 and send a letter regarding scope of practice and title protection.

##### **b. Complaint #2022-10**

**Motion** was made by April Cintron, seconded by Jennifer Duhon and

unanimously carried, to accept Complaint #2022-10 and send a letter regarding scope of practice and title protection.

### 3. Review of Applications

**Motion** was made by Dr. Susan Julius, seconded by Anita Ferdinand and unanimously carried, to accept and approve the applications for the **LDN License** for the following:

|                     |      |                          |      |
|---------------------|------|--------------------------|------|
| Munir, Shireen      | 3367 | May, Starla              | 3370 |
| Muhammad, Ellen     | 3371 | McCabe, Susannah         | 3372 |
| Bowman, Bridget     | 3373 | Schoenleber, Carrol      | 3374 |
| Trombley, Angelique | 3375 | Costa, Emilie            | 3376 |
| Fuselier, Lauren    | 3377 | McClellan, Danielle      | 3379 |
| Hood, Kyra          | 3380 | Gaffen, Danielle         | 3381 |
| Kennedy, Brianna    | 3382 | Walker-Robinson, Derrick | 3383 |
| Kistler, Kristen    | 3385 | Keatley, Katie           | 3386 |
| Gardner, Jessica    | 3387 | Radziejowska, Joanna     | 3388 |
| Ineman, Stephanie   | 3389 | Myers, Justine           | 3390 |
| Lister, Lauren      | 3391 | Tibodeau, Abby           | 3392 |
| Bowling, Christina  | 3393 | Kanigowski, Brooke       | 3394 |
| Danos, Kyrissa      | 3395 | Taylor, Emily            | 3397 |
| Murphy, Patricia    | 3398 | Garcia, Stephanie        | 3399 |
| Gisler, Elise       | 3400 | Stewart, Jessica         | 3401 |

**Motion** was made by April Cintron, seconded by Jennifer Duhon and unanimously carried, to accept and approve the applications for the **Provisional LDN License** for the following:

|                 |      |                   |      |
|-----------------|------|-------------------|------|
| Stephens, Emily | 3368 | Moran, Kelsee     | 3369 |
| Sayal, Kanika   | 3378 | Lowenkron, Brooke | 3384 |
| Taylor, Mary    | 3396 | Wong, Siau Yen    | 3402 |


**Motion** was made by Dr. Susan Julius, seconded by Anita Ferdinand and unanimously carried, to **upgrade** the following licenses:


|                      |      |                 |      |
|----------------------|------|-----------------|------|
| Courville, Elizabeth | 3358 | Moran, Kelsee   | 3369 |
| Stephens, Emily      | 3368 | Rideaux, Hannah | 3347 |
| Loy, Riley           | 3363 | Elbroody, Dena  | 3156 |
| Hays, Shannon        | 3276 |                 |      |

**Motion** was made by April Cintron, seconded by Dr. Susan Julius and unanimously carried, to **reinstate** the following licenses:

|              |      |                   |      |
|--------------|------|-------------------|------|
| Legg, Brandy | 2729 | Lanclos, Rachelle | 940  |
| Baker, Fern  | 3023 | Singer, Morgan    | 1833 |

**Motion** was made by April Cintron, seconded by Martina Musmeci Salles and unanimously carried, to adjourn the meeting at 1:15 p.m.

  
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Monica Pierson-McDaniels, MS, RDN, LDN  
Chairperson

  
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Anita Ferdinand, MS, RD, LDN  
Secretary/Treasurer