

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

**January 28, 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  
Dr. Jennifer Jackson, EdD, RD, LDN, Board Member, Board Member  
Dr. Susan F. Julius, MD, Medical Advisor  
Meghan Kavanaugh, APRN, FNP-C, RD, LDN, CDE, BC-ADM, Board Member**

**Absent:**

**Vacant, Consumer Member**

Monica Pierson-McDaniels, Board Chairperson, called the meeting to order and read the board's mission statement at 8:30 a.m. via in person and virtual meeting, identified by Zoom meeting ID 879 1480 5540. Jolie Jones, Executive Director, was present for the entire meeting. Monica Pierson-McDaniels, Dr. Jennifer Jackson and Anita Ferdinand were physically in attendance. April Cintron, Dr. Susan Julius, Martina Musmeci Salles, and Meghan Kavanaugh participated in the meeting virtually. Martina Musmeci Salles joined at 8:45 a.m.

**PUBLIC COMMENTS:**

No one was present to provide public comment.

**AGENDA:**

**Motion** was made by Meghan Kavanaugh, seconded by Dr. Jennifer Jackson and unanimously carried, to approve the agenda as amended to remove a. complaint #2021-15 from Review of Pending Complaints under Executive Session, as there is no update at this time, and add a. JE to Review of Applications under Executive Session.

**MINUTES:**

**1. Meeting of November 12, 2021**

**Motion** was made by Dr. Jennifer Jackson, seconded by Anita Ferdinand and unanimously carried, to approve the minutes of the November 12, 2021 meeting, as amended:

Minutes under executive session, Page 7, lists Jennifer as a second and she was not at the meeting.

**FINANCIAL:****1. Financial Statements for the month ended August 31, 2021 – November 30, 2021**

Members of the board reviewed the financial statements prepared by Griffin and Furman, for the months ended November 30, 2021.

**2. Update on contract renewal for Covalent Logic**

Jolie Jones informed the Board that the contract with Covalent Logic has been executed at the desired rate of \$750 per month for one year.

**3. Budget 2022-2023**

**Motion** was made by April Cintron, seconded by Meghan Kavanaugh and unanimously carried, to approve the following budget for FY 2022-2023:

<b>Diet Proposed Budget 2022-2023</b>		
		<b>Proposed Budget 7/1/2022-6/30/2023</b>
	<b>Revenues</b>	
601	License Appl Fees - LDNs	\$ 18,000.00
601	License Appl Fees - PL-LDNs	\$ 2,500.00
610	License Fees - Upgrade	\$ 1,900.00
602	Renewal Fees	\$ 125,000.00
602	Renewal Fees - Inactive	\$ 3,000.00
608	Renewal Fees - Delinquent	\$ 10,000.00
864	Bank Charges	\$ 3,000.00
611 & 606	Interest (Checking & CD)	\$ 900.00
607	Mailing Lists	\$ 200.00
604	Miscellaneous	\$ 100.00
609	Open Book Exams	\$ 400.00
603	Restitution	\$ 1,500.00
605	Verifications	\$ 3,500.00
	<b>Total</b>	\$ 170,000.00
	<b>Total Revenues</b>	\$ 170,000.00
	<b>Salaries</b>	
702	Executive Director (20%)	\$ 18,000.00
702	Administrative Coordinator	\$ 39,000.00
	<b>Total</b>	\$ 57,000.00

	<b>Related Employee Benefits</b>	
703	Retirement (37.9% ER portion for 20% ED + 80% Admin)	\$ 20,000.00
706	Health Insurance (20% Exec Director + 80% Admin)	\$ 8,000.00
769	OPEB	\$ 15,000.00
708	Compensated Absences	\$ 2,800.00
705	Medicare	\$ 700.00
	<b>Total</b>	<b>\$ 46,500.00</b>
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 103,500.00</b>
	<b>Expenses/Travel</b>	
721	Administrative (in-state mileage)	\$ 125.00
722	Administrative (in-state other)	\$ 50.00
723	Board (in-state mileage)	\$ 3,000.00
724	Board (in-state other)	\$ 300.00
728	Board (out-state other)	\$ 200.00
729	Conferences/CE/Board Training	\$ 2,000.00
	<b>Total</b>	<b>\$ 5,675.00</b>
	<b>Meeting Expenses</b>	
740	Hotel, Food, etc.	\$ 2,000.00
	<b>Total Travel &amp; Meeting Expenses</b>	<b>\$ 7,675.00</b>
	<b>Expenses/Operating</b>	
864	Bank Charge Fees	\$ 3,000.00
884	Equipment Rental (copier/storage)	\$ 500.00
853	Insurance - Liability	\$ 800.00
	Maintenance	\$ 100.00
	Merchant Fees (authorize.net)	\$ 900.00
863	Miscellaneous (plaques, etc)	\$ 700.00
888	Office Supplies	\$ 1,000.00
902	Payroll Services	\$ 1,300.00
859	Postage & Delivery	\$ 300.00
852	Printing (env, ltrhd, certifs)	\$ 400.00
858	Professional Membership/Dues	\$ 200.00
	Public Licensure Awareness	\$ -

855	Rent	\$ 6,750.00
906	Rules Revisions + Licensee Notification	\$ 2,000.00
862	Security	\$ 200.00
860	Telephone/Internet	\$ 800.00
861	Utilities	\$ 500.00
	<b>Total</b>	<b>\$ 19,450.00</b>
	<b>Total Operating Expenses</b>	<b>\$ 19,450.00</b>
	<b>Professional Services</b>	
901	Accounting	\$ 4,000.00
904	Auditor/AFR Prep	\$ 500.00
910	Calligrapher	\$ 1,000.00
907	Computer - IT Consultants	\$ 2,000.00
903	Legal Counsel	\$ 7,000.00
905	Investigators	\$ 500.00
913	Scanning	\$ 500.00
	<b>Total</b>	<b>\$ 15,500.00</b>
	<b>Total Professional Services</b>	<b>\$ 15,500.00</b>
	<b>Acquisitions/Equipment</b>	
952	Computer Software/Database	\$ 9,000.00
953	Computer Software/DB upgrades	\$ 2,000.00
951	Office Equipment	\$ 300.00
	<b>Total</b>	<b>\$ 11,300.00</b>
	<b>Total Acquisitions/Equipment</b>	<b>\$ 11,300.00</b>
	<b>Total Expenditures</b>	<b>\$ 157,425.00</b>
	<b>Total Revenue over Expenditures</b>	<b>\$ 12,575.00</b>
	<b>Other Assets (Cash in Checking &amp; CD)</b>	<b>\$ 210,000.00</b>

	<b>Total Unfunded Liability (OPEB)</b>	\$ 15,000.00
	<b>Total Available Funds over Expenditures</b>	\$ 237,575.00

#### **4. Professional Contracts 2022-2023**

**Motion** was made by Dr. Jennifer Jackson, seconded by April Cintron and unanimously carried, to offer Roedel, Parsons, Koch, Blache, Fontana, Piontek & Pisano, a legal contract at the rate of \$225.00 per hour for a maximum amount of \$7,000.00 for the fiscal year 2022-2023.

**Motion** was made by April Cintron, seconded by Meghan Kavanaugh and unanimously carried, to offer Griffin and Furman, a CPA contract at the rate of \$250.00 per month for a maximum of \$4,000.00 for the fiscal year 2022-2023.

#### **5. Healthcare Professionals' Foundation of Louisiana Contract Renewal**

The contract between the board and Healthcare Professionals' Foundation of Louisiana ended December 31, 2021. The Board has not been happy with the contract/deliverables. Jolie Jones will explore other options and present it at the next board meeting.

### **ADMINISTRATIVE REVIEW:**

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

The Board reviewed data by Fiscal Quarter for 2021-2022. The totals for FY 2021-2022, Quarter 2 are as follows:

LDN Applications Received	30
PL-LDN Applications Received	8
Reinstatement Requests	8
Upgrade Requests	5
LDN Applications Approved	23
PL-LDN Applications Approved	10
Reinstatement Requests Approved	6
Upgrades Approved	8
Renewals	N/A
Inactive Renewals	N/A
Delinquent Renewals	5
Delinquent Inactive Renewals	N/A
Verifications Requested	22
Abandoned Applications	0
Complaints Received	3

**2. Executive Director Update**

Jolie Jones informed the Board that participated in an NPDB webinar on November 16, 2021, to ensure that we are staying up-to-date on all reporting requirements. Additionally, Ms. Jones attended a LASERS Prep seminar this month to learn more about the retirement process. Ms. Jones reminded board members to complete their annual training requirements.

**3. Elimination of LAND's Consumer Protection Coordinator Position**

April Cintron, LBEDN's Liaison to LAND, will find out if this position has been eliminated or is vacant.

**4. Legislative Committee for Master's Degree Changes**

Monica Pierson-McDaniels and Monica Musmeci Salles will begin working with this committee to draft language for the upcoming changes to degree requirements.

**5. Plans for April 2022 Newsletter**

The Board reviewed Tracy's proposed newsletter recommendations and requested that we add more information about telehealth, since that is a hot topic.

**6. Board Meeting Time Change**

**Motion** was made by Anita Ferdinand, second by Meghan Kavanaugh and unanimously carried, that as long as we are allowed to meet virtually, we will meet at 8:30 a.m. If not, we will meet at 10:00 a.m. to accommodate those who travel across the state.

**7. Open Book Examination**

Jolie Jones will begin researching online exam proctoring.

**COMPLIANCE HEARING:**

**9:30 RILEY LOY**

Riley Loy 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. Loy's application for licensure based on information provided on the application indicating that Ms. Loy worked as a "Director of Football Nutrition" from June 7, 2021 to December 3, 2021, without the benefit of a valid license.

**9:45 MARNI SILVER**

Marni Silver 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. Silver's application for licensure based on information provided on the application indicating that Ms. Silver worked as a Assistant Sports Dietitian from July 26, 2021 to December 16, 2021, without the benefit of a valid license.

**PRESENTATION WITH MARK RIFKIN OF ACADEMY OF NUTRITION AND DIETETICS RE: LICENSURE COMPACT**

**Motion** was made by April Cintron, seconded by Meghan Kavanaugh and unanimously carried, to document the board's support of the concept of the licensure compact, but note that the board is cautious about the feasibility of the costs to the board and the practitioner.

**CORRESPONDENCE:**

1. **Email dated December 27, 2021, from Cristina Rebellon, requesting refund of application fee**

**Motion** was made by Dr. Jennifer Jackson, seconded by Meghan Kavanaugh and unanimously carried to deny request for application refund.

**Motion** was made by Anita Ferdinand, seconded by Dr. Susan Julius and unanimously carried to revise policy to reflect all fee refund requests to be reviewed by the Executive Director.

**EXECUTIVE SESSION:**

**Motion** was made by Anita Ferdinand, seconded by Meghan Kavanaugh and unanimously carried, to move into Executive Session at 11:05 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 Anita Ferdinand, seconded by Meghan Kavanaugh and unanimously carried, to come out of Executive Session at 11:25 a.m. to make the following motions:

**Motion** was made by Dr. Susan Julius, seconded by Anita Ferdinand and unanimously carried, to offer Riley Loy a Consent Agreement and Order to include issuance of an LDN license with a \$500 fine, letter to former employer that license is required, publication on the Board's website, and notification to AND and reporting to the National Practitioner DataBank.

**Motion** was made by Dr. Jennifer Jackson, seconded by Meghan Kavanaugh and unanimously carried, to offer Marni Silver a Consent Agreement and Order to include issuance of an LDN license with a \$500 fine, letter to employer that license is required, publication on the Board's website, and notification to AND and reporting to the National Practitioner DataBank.

### 1. Review of Pending Complaints

#### a. Complaint #2022-04

**Motion** was made by Dr. Susan Julius, seconded by Meghan Kavanaugh and unanimously carried, to release from terms of the Consent Agreement and Order for successful completion.

### 2. Review of New Complaints

#### a. Complaint #2022-05

**Motion** was made by Dr. Jennifer Jackson, seconded by Meghan Kavanaugh and unanimously carried, to dismiss/not accept Complaint #2022-05.

### 3. Review of Applications

#### a. JE

**Motion** was made by Dr. Susan Julius, seconded by Anita Ferdinand and unanimously carried, to grant JE's license.

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

Cook, Paula	3340	Stogo, Elizabeth	3341
Aleksander, Emilia	3343	Dakil, Connelly	3344
Scillian, Jessica	3345	Lawson, Kayla	3346
McDonald, Meredith	3350	Brown, K'layn	3355
Dolce, Evelyn	3356	Mendel-Gold, Ronit	3357
McKnight, Ellen	3360	Wells, Caroline	3361
Saucedo, Morgan	3362	Flynn, Sara	3363
Fata, Nicolette	3364	Walsh, Brooke	3365
Kelley, Angela	3366		

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

Campbell, Ashlynn	3342	Rideaux, Hannah	3347
Webb, Delaney	3348	Hoerner, Jeremy	3349
LaRocca, Kaley	3351	Silver, Marni	3352
Loy, Riley	3353	Pitfield, Sarah	3354
Courville, Elizabeth	3358	Prudhomme, Carolyn	3359



**Motion** was made by Meghan Kavanaugh, seconded by Anita Ferdinand and unanimously carried, to **upgrade** the following licenses:


Greer, Jessica	3328	Harrell, Natalie	3270
Bailey, Andrell	3055	Bedgood, Desirae	3278

**Motion** was made by Dr. Jennifer Jackson, seconded by Meghan Kavanaugh and unanimously carried, to **reinstate** the following licenses:

Moujir, Amira	2852	Holyfield, Andrea	1439
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**Motion** was made by Dr. Jennifer Jackson, seconded by Meghan Kavanaugh and unanimously carried, to adjourn the meeting at 11:28 a.m.

  
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Monica Pierson-McDaniels, MS, RDN, LDN  
Chairperson

  
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Anita Ferdinand, MS, RD, LDN  
Secretary/Treasurer