

Board of Licensed Dietitians

Friday, March 30, 2020 at 9:00 AM

Public Minutes

The regularly scheduled meeting of the Board of Licensed Dietitians (“the Board”) was held on March 30, 2020 beginning at 9:11 am. via Zoom with the following members present via electronic media and by roll call vote:

Board:

Dena Shields RD, Chair - Yes

Lisa Prosper RD, Member - Yes

Heather McMahan, Public Member - Yes

Absent: Carole Palmer RD, Member

I. ADMINISTRATIVE

A. Review the Minutes from the February 21, 2020 public session

Upon motion by Dena Shields, with a second by Heather McMahan, the Board voted to approve the minutes from the February 21, 2020 public session

Discussion:

Board Action:

B. Administrative Law Training Workshop April 24, 2020 for board members.

Discussion: NO UPDATES AT THIS TIME

Board Action:

II. PUBLIC HEARING – N/A

III. NEW BUSINESS

Discussion:

Board Action:

a. Approval of standing orders:

The Board authorizes board administrators, division directors, and executive director: 1) to act as representatives of the board and sign orders; 2) to approve renewals both online and by mail; 3) to sign voluntary surrenders and preliminary agreements when documents signed by licensee are filed by the APU

The board authorizes APU: 1) to share information with law enforcement and work in conjunction with law enforcement; 2) to issue subpoenas for

Board of Licensed Dietitians

Friday, March 30, 2020 at 9:00 AM

Public Minutes

documents and appearances for interviews for investigations that have been referred to the APU

Discussion:

Board Action:

- b. LSR hearings: requires vote by Board for attendance.

HB1169: eliminates roll call vote when one member participates electronically

HB1170: definition of “reasonably described” to the right-to-know law

HB1202: if licensee discussed in nonpublic session may be present

HB1559: timeframe for sealed records kept

HB1407: requirements for forms

SB576: authority of boards

Discussion:

Board Action:

IV. ONGOING BUSINESS – NA

V. OLD BUSINESS

VI. APPLICATION –To Be Ratified

A. New Application via Mail

1. MANGIERI, Katarina – License #1084
2. BRONNER, James – License #1085
3. POLUDNIAK, Susan – License #1086

a. Renewals Done On-Line

N/A

VII. QUESTIONS

QUESTION #1

Board of Licensed Dietitians

Friday, March 30, 2020 at 9:00 AM

Public Minutes

N/A

VIII. NON-PUBLIC SESSION

Motion to commence Non-Public Session:

At 10:11 a.m., upon motion by Dena Shields, seconded by Lisa Prospert, the Board voted to conduct a non-public session for the purpose of discussing confidential Board business and noting that such a non-public session is authorized by RSA 91-A:3, II (c), RSA 91-A:3 II (e), RSA 91-A:5, IV, RSA 329:18, I, RSA 329:18-a, IV, RSA 329:29, Lodge v. Knowlton, 119 N.H. 574 (1978), and the Board's executive and deliberative privileges. Roll call vote: Dena Shields RD, yes, Lisa Prospert RD, yes, and Heather McMahon, yes.

[Minutes kept separately]

Public session resumed at 10:51 am.

IX. Seal Non-Public Minutes

Motion to keep minutes of non-public session confidential:

At 10:51 a.m., upon motion by Heather McMahon, with a second by Lisa Prospert, the Board unanimously voted to withhold and seal the minutes of the preceding non-public session from public disclosure pursuant to RSA 91-A: 3 III, that divulgence of the information likely would affect adversely the reputation of a person other than a Board member and to render the proposed action ineffective. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present. Roll call vote: Dena Shields RD, yes, Lisa Prospert RD, yes, and Heather McMahon, yes.

X. MEETING ADJOURNED

At 10:51 am, upon motion by Heather McMahon, with a second by Lisa Prospert, the Board unanimously voted to adjourn the meeting.

Next Meeting: May 11, 2020 at 12:00 pm