

# Board of Licensed Dietitians

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Monday May 11, 2020 at 12:00 PM  
Public Minutes

The regularly scheduled meeting of the Board of Licensed Dietitians (“the Board”) was held on May 11, 2020 via Zoom beginning at 12:12 pm with the following members present:

Board:

Dena Shields RD, Chair - Yes  
Lisa Prospert RD, Member - Yes  
Carole Palmer RD, Member - Yes  
Heather McMahon, Public Member - Yes

**I. ADMINISTRATIVE**

A. Review the Minutes from the March 30, 2020 public session.

Upon motion by Dena Shields, with a second by Carole Palmer, the Board voted to approve the public minutes from March 30, 2020 as written. By roll call vote:

Dena Shields RD, Chair - Yes  
Lisa Prospert RD, Member - Yes  
Carole Palmer RD, Member - Yes  
Heather McMahon, Public Member - Yes

**II. PUBLIC HEARING – N/A**

**III. NEW BUSINESS – N/A**

A. Laws and Rules – The Board discussed a possible rule change that would require applicants “Promises that he or she will notify the board in writing within 30 days of any change in the information provided in the application, even after the initial application has been granted and a license issued”

And

I will notify the board in writing within 30 days of any change in the information provided in the renewal application, even after the application has been granted and my license has been renewed.

B. Board Member Terms -

1. DENA B. SHIELDS, Newbury

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February 15, 2017 to December 6, 2019

Dena's reappointment information has been forwarded to the Governor's Office for consideration.

2. HEATHER S. McMAHON, Derry  
May 27, 2015 to March 28, 2018  
Heather's reappointment information has been forwarded to the Governor's Office for consideration.
3. Abby Savard RDN License # 0648 has submitted paperwork to the Governor's Office for consideration to be a Board Member.

**IV. ONGOING BUSINESS – NA**

**V. OLD BUSINESS – NA**

**VI. APPLICATIONS –**

- A. The Board wants to see the renewal information at the next meeting for individuals who have been audited.

**VII. QUESTIONS – N/A**

**VIII. NON-PUBLIC SESSION**

**Motion to commence Non-Public Session:**

At 12:16 p.m., upon motion by Dena Shields, RD, seconded by Lisa Prospert, RD, 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: Chair Dena Shields RD, Yes, Lisa Prospert RD, Yes, Carole Palmer RD, Yes, Heather McMahon, Yes.

[Minutes kept separately]

**Public session resumed at 12:45 pm.**

**IX. Seal Non-Public Minutes**

**Motion to keep minutes of non-public session confidential:**

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At 12:54 p.m., upon motion by Dena Shield, RD, with a second by Lisa Prospert, RD, 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: Chair Dena Shields RD, Yes, Lisa Prospert RD, Yes, Carole Palmer RD, Yes, Heather McMahan, Yes.

## **X. NEW BUSINESS CON'T**

Upon motion by Dena Shields, RD, with a seconded by Lisa Prospert, the Board voted to approve the following new applications for Licensed Dietitians by roll call vote:

Dena Shields RD, Chair - Yes  
Lisa Prospert RD, Member - Yes  
Carole Palmer RD, Member - Yes  
Heather McMahan, Public Member – Yes

- A. AUBERTIN, Amy
- B. BATES, Gina
- C. BRAY, Nicki
- D. EMBERGER, Sylvia
- E. MACHINIST, Valerie
- F. MASON, Sherri
- G. MCCOY, Tana
- H. MUNIR, Shireen
- I. PYPER, Alexandra
- J. RICHARD, Jane
- K. SAVANI, Diana
- L. SHEN, Amy
- M. VERNIER, Brittany
- N. WANEK, Karen
- O. WILLIAMS, Kiah

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XI. Upon motion by Dena Shields, RD, with a seconded by Lisa Prospert, the Board voted to approve the following renewal applications for Licensed Dietitians by roll call vote:

Dena Shields RD, Chair - Yes  
Lisa Prospert RD, Member - Yes  
Carole Palmer RD, Member - Yes  
Heather McMahon, Public Member - Yes

- A. MULLER, Lori
- B. CAMPBELL, Erin
- C. LABARRE, Tina

## **XII. MEETING ADJOURNED**

At 1:26 pm., upon motion by Lisa Prospert, RD, with a second by Heather McMahon, the Board unanimously voted to adjourn the meeting.

Next Meeting: June 24, 2020 12:00 PM