

State of New Hampshire

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION

DIVISION OF HEALTH PROFESSIONS

Board of Licensed Dietitians

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BOARD OF LICENSED DIETITANS AUGUST 17, 2020, PUBLIC SESSION

The regularly scheduled meeting of the New Hampshire Board of Licensed Dietitians (the “Board”) was held via ZOOM on August 17, 2020, beginning at 9:08 a.m., with the following members present:

Via zoom conference by roll call vote members present:

Dena Shields RD, Chair
Lisa Prospert RD, Member
Carole Palmer RD, Member
Abby Savard, RDN, Member
Heather McMahon, Public Member

Staff:

Ashley Czechowicz, Board Administrator

- I. Meeting Minutes. The Board reviewed the June 25, 2020, meeting minutes and discussed changes. Upon a motion by LP, with a second by HM, the Board voted unanimously via roll call vote to approve the minutes as amended.
- II. Public Hearing or Meetings:
 - a. NH Professionals Health Program – Sally Garhardt, MD – **9:30 a.m.** – TABLED until October Meeting.
- III. New Business:
 - a. The Board happily welcomed Abby Savard, new member, term ending December 6, 2022, by introducing themselves and providing their professional backgrounds.
 - b. Dena Shields, Chair, new term confirmation, term ending December 6, 2022

- c. The Board reviewed an email from Commission on Dietetic Registration (CDR) regarding online examination offerings. Discussion ensued with questions as to how the online proctoring was being administered, and requested that the administrator send a response to CDR asking for additional information. Upon a motion by LP, with a second by CP, the Board voted unanimously via roll call vote to approved the use of online examination, but would still like additional details.
- d. Commission on Dietetic Registration (CDR) email regarding Joint Accreditation for Interprofessional Continuing Education – this email was for information only, no Board action required.

IV. Ongoing Business: Audit of renewals for ethics questions – total of 138 renewals received, 10% randomly selected for audit as follows:

- a. Nicole Parker, #0511
- b. Michelle Smith, #0601
- c. Cristina Cavanaugh, #0697
- d. Julie Thibault, #0730
- e. Ruth Goldstein, #0742
- f. Marcia Nelson, #0805
- g. Sarah Morazzini, #0826
- h. Patricia Holt, #236
- i. Meredith Goertel, #468
- j. Susan Sanford, #0951
- k. Brittany Taylor, #0955
- l. Mikayla Stoyak, #0971
- m. Karen Fowles, #0986
- n. Hannah Elliott, #0997

The Board reviewed the randomly selected audits for their completion of ethics questions. Discussion was had regarding the ongoing request to have the online renewal questions match the paper renewal.

Upon a motion by LP, with a second by HM, the Board voted unanimously via roll call vote to approve the renewals of the licensees chosen by the random audit.

V. Applications New & Renewal.

- a. **Applications for Ratification:** The Board discussed the applications for ratification, and reviewed each file to ensure proper documentation was included. Upon a motion by CP, with a second by LP, the Board voted unanimously via roll call vote to ratify the following applications for licensure, if the documentation shows the correct colored signature.
 - Bourgeois, Danielle
 - Dubie, Mary
 - Graham, Jocelyn

- Hoffman, Lynda
- Jernigan, Sara
- Kelley, Brittany
- Larson, Holly
- Munir, Shireen
- Neptune, Shaunda
- Rollock, Chelsae
- Strakowski, Michelle
- Varshney, Sheila

b. Renewal for Review:

- Arnold, Lynn – Upon a motion by LP, with a second by CP, the Board voted unanimously via roll call vote to approve the renewal for Lynn Arnold, with a letter to be sent confirming the new expiration date.

I. NON-PUBLIC SESSION.

At 10:57 a.m., pursuant to RSA 91-A:3:2, 91-A:5, and upon motion by LP, with a second by CP, the Board voted unanimously via roll call vote to conduct a non-public session because public disclosure may render a proposed action ineffective or adversely affect the reputation of a person other than a Board member.

[Minutes kept separately].

At 10:57 a.m., upon motion by LP, with a second by CP, the Board voted unanimously via roll call vote to adjourn the non-public session and enter public session.

At 10:58 a.m., upon motion by LP, with a second by HM, the Board unanimously via roll call vote to withhold and seal the minutes of the preceding non-public session from public disclosure pursuant to RSA 91-A: 3 III, because divulgence of the information likely would affect adversely the reputation of a person other than a Board member or render the proposed action ineffective.

**Discussion regarding future meeting dates. The Board's website will be updated to reflect any changes: October 9, 2020 at 9:00 a.m.; November 13, 2020, at 9:00 a.m.; and a tentative meeting on December 11, 2020, at 11:00 a.m.

At 11:05 a.m., upon motion by LP, with a second by CP, the Board voted unanimously via roll call vote to adjourn the meeting.

Next meeting: Friday, October 9, 2020, at 9:00 a.m.