

BOARD OF REGISTERED DIETITIANS



PUBLIC
MINUTES of October 18, 2017

The October 18, 2017 meeting of the Board of Registered Dietitians convened at 1:10 p.m. with the following members present:

Carole A. Palmer – Acting Chair
Heather S. McMahon
Rebecca L. Dunn

Absent: Excused: Dena Shields, Jeanne S. Brown – Board Chair

The Board voted to approve the minutes of August 16, 2017 on a motion from Carole Palmer and seconded by Rebecca Dunn.

QUALIFICATION AND LICENSURE

1. Applications for licensure

The following application for licensure were approved on a motion by Rebecca Dunn and seconded by Heather McMahon:

- Jocelin Lamprey
- Brooke Warren-Foley
- Korissa Bailey
- Stephanie Brewster
- Hannah Brillling
- June Greaves
- Kirstin Hybsch
- Jessica Dolan

Kristin Stanganelli

The board reviewed the application for licensure of Ms. Stanganelli and voted on a motion by Rebecca Dunn and seconded by Heather McMahon to not approve the application at this time due to missing information. The board has instructed that Ms. Stanganelli must submit an official transcript of her educational background.

2. Renewal Application

The following application for licensure were approved on a motion by Rebecca Dunn and seconded by Heather McMahon:

- Margaret Apura

3. Reinstatement

The following application for licensure were approved on a motion by Rebecca Dunn and seconded by Heather McMahon:

- Melanie Rose Loschiavo

ADMINISTRATIVE

1. New Staff

Board discussed the new OPLC office staff, Jennifer Hackett is the administrator and will be handling all functions related to the board such as meetings, APU contact, complaints etc. Roberta MacLean is the new licensing clerk and will process all applications, answer phones and emails. The board noted that Roberta is currently being utilized by the LADC board and will be absent from our board for a period of time.

2. FTP Server

Board discussed the implementation of the NH FTP file exchange server and the benefits it has with all board at OPLC, the board will discuss this again in December when all board members are present.

3. Meeting Date for 2018

Board will table this discussion until December when all board members are present.

4. Public/Non Public

Board discussed the process of applications as part of public and or nonpublic, the board agreed that it would all applications and discussions wherein will remain part of a public meeting forum.

5. Renewals

Board discussed the procedure for processing renewals, since the board meets on a bi-monthly basis the board under Law 326-H:14 a licensee shall continue as valid until final action is exercised by the board on an application for renewal. The board will also be drafting a cover letter to add to the application that stresses the urgency of timely renewal submissions as facilities may not let an employee work after the expiration date of the license even with the state's Law of 326-H:14.

6. Board Member Terms

The board has two members whose terms will be ending in December, Rebecca Dunn has chosen to not continue on the board and will be replaced in 2018, and Carole Palmer will submit information to be reassigned to the board for another term.

QUESTIONS

No questions at this time

ADJOURN: on motion by Rebecca Dunn and seconded by Carole Palmer, the motion to adjourn at 2:35 P.M. carried in the affirmative.

Minutes respectfully submitted by Jennifer Hackett, Program Specialist II.

Jeanne Brown., Chair

at meeting

Note the Board of Licensed Dieticians did not conduct a nonpublic session on October 18, 2017.

10/18/17

Motion to commence non-public session:

Upon the motion of _____, the Board voted to conduct a non-public session for the purpose of discussing investigations of alleged licensee misconduct 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, Lodge v. Knowlton, 119 N.H. 574 (1978), and the Board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.

NON-PUBLIC SESSION:

[Minutes kept separately]

Motion to keep minutes of non-public session confidential:

Upon the motion of _____, the Board voted to withhold and seal the minutes of the preceding non-public session from public disclosure pursuant to RSA 91-A: 3, III on the grounds that public disclosure would be likely to 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.