

Board of Licensed Dietitians

Friday, August 23, 2019 at 12:00 PM

Public Minutes

The August 23, 2019 meeting of the Board of Licensed Dietitians (the “Board”) convened at 12:06 p.m. at the Office of Professional Licensure and Certification, Room 125, 121 South Fruit St., Concord, NH with the following members present:

Jeanne Brown, RD, Chair
Lisa Prospert, RD, Member
Heather McMahon, Public Member
Dena Shields, RD, Member

Carole Palmer, RD, absent

OPLC executives and staff:
David Grosso, Executive Director
Yvonne Marcotte, Administrator

1. ADMINISTRATIVE

- a. Upon motion by Jeanne Brown with a second by Lisa Prospert, the minutes of the June 28, 2019 meeting were unanimously approved as amended.
- b. Executive Director David Grosso introduced himself to the Board and shared his aspirations and goals to better serve the board.
- c. Board Chair Jeanne Brown, whose term expires in December 2019, will post a notice to the New Hampshire Dietetic Association’s website to invite dietitians to join the board. The notice will ask for individuals who can reasonably attend meetings on a regular basis.
- d. Upon motion by Jeanne Brown with a second by Dena Shields, the Board unanimously voted to require anyone who wants to renew after their license expiration must submit an application for reinstatement. The need for reinstatement is required after August 23, 2019.
- e. Upon motion by Jeanne Brown with a second by Lisa Prospert, with two abstentions the board approved mailing a request for Social Security Number when licensees renew, due to the new state statute RSA 161-B:11 which requires social security numbers on license applications.
- f. Upon motion by Jeanne Brown with a second by Heather McMahon, the Board unanimously approved an update to the website regarding requirements to apply and renew for licensure. Links will connect the License Requirements page with the Forms Applications page.
- g. Jeanne Brown left the meeting before adjournment and Lisa Prospert was named Acting Chair.

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2. RULES

- a. OPLC Rules Attorney Thomas Broderick sent a document to the Board for review which listed the steps for the Declaratory Ruling to be published on the website. Once approved, Board Chair Jeanne Brown will send a notice to the New Hampshire Dietetic Association.
- b. The Board discussed a proposed rule for auditing online renewals. Upon motion by Jeanne Brown with a second by Heather McMahon, the Board unanimously voted to table further discussion until the next meeting.

3. PUBLIC HEARING – N/A

4. QUALIFICATIONS AND LICENSURE

Upon motion by Lisa Prospert with a second by Heather McMahon, the Board unanimously voted to approve all new, reinstatement, online renewing applications, and all incomplete applications when missing information is provided.

a. New Applications :

- Aquila, Christina
- Bach, Karrie Ann
- Caro, Amy
- Caveney, Thomas
- Climan, Anastasia
- Courto, Marguerite
- Gaudino, Stephanie
- Goldsmith, Erica
- Gray, Diane
- Harris, Kristin
- Hartnett, Elizabeth
- King, Hailey
- Lamonte, Elizabeth
- Matthews, Jessica
- McFeely, Stephanie
- Porter, Caitlin
- Schores, Jessica
- Taetzsch, Amy
- Walker, Charlotte

b. Reinstatement Applications:

- Donnelly, Amy
- Fallon, Kristina (nee Tiernan)
- McFeely, Stephanie
- Melody, Elke

c. Incomplete Renewals:

- Deutsch, Judy – RD status verified
- Favazza, Jessica – transcript and internship supervisor statement submitted
- Poole, Julie – internship supervisor statement submitted

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d. Online Renewals - 7/1/2019 to 8/12/2019

- Caro, Amy
- Coyne, Cynthia
- Donelan, Rebekah
- Drinkwater, Joanne
- Ensinger, Bonnie
- Flynn, Colleen
- Franchi, Cheryl
- Giard, Theresa
- Hayden, Amy
- Iske, Sarah
- Janson-Sand, Collete
- Johnson, Cassandra
- Jones, Maura
- Langlais, Janelle
- Larsen, Casey
- Leighton, Christie
- Loew, Jenny
- Mathlin, Katie
- Monroe, Jessica
- Noepel, Lucy
- Normandin, Denise
- Parker, Catherine
- Parsons, Katrina
- Rancourt, Carrie
- Saltalamacchia, Ann
- Sanderson, Mary Sue
- Schuman, Patricia
- Searles, Kathleen
- Sheehy, Susan
- Tissot, Heidi
- Toscano, Amy
- Tuller, Amy
- Wientzen-Dagenais, Barbara
- Wright, KC
- Zink, Pauline

5. QUESTIONS

Question #1 (from Patricia Murphy, MS, CNS)

Nutritionist asked if she could be licensed as an RD in New Hampshire to assist NH residents at Canyon Ranch in Lenox MA.

Answer: By state law, the Board cannot convey a license on someone who was not a registered dietitian (RD). This would require an amendment to 326-H (12) which would go through the state legislature. At its discretion, the Board does grant licensure by reciprocity.

Question #2 (from Jake Theberge)

Representative from Well Sense Health Plan asked how notifications are sent out to health plans regarding disciplinary actions against dietitians. Does this information get published on the board's website on a monthly basis, or does it get sent out through an email distribution list? Your help with this is greatly appreciated.

Answer: Notifications regarding disciplinary actions are not sent to health plans.

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6. MOTION TO COMMENCE NON-PUBLIC SESSION

At 2:15 p.m., upon motion by Acting Chair Lisa Prospert with a second by Heather McMahon, the Board voted to conduct a non-public session for the purpose of discussing investigations of alleged licensee misconduct and other 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.

[Minutes kept separately]

At 2:35 p.m., upon motion by Dena Shields, with a second by Heather McMahon, the Board unanimously voted to go out of non-public session and back into public session.

At 2:45 p.m., upon motion by Lisa Prospert with a second by Dena Shields, 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.

At 2:45 p.m., upon motion by Lisa Prospert, with a second by Heather McMahon, the Board unanimously voted to adjourn the meeting.